

Annexure - II

[Enclosure to G.O. No. 661/MA/N/C-10 /IG-7/2002 Dated, Kolkata, the 21st June, 2005]

Staff Pattern for IPP - VIII (Extension) - 10 towns

<u>Block level</u>	
Honorary Health Worker	1090 nos. @ Rs. 1,000/- per head per month
<u>SHP level</u>	
FTS	250 nos. @ Rs. 1,170/- per head per month
<u>HP level</u>	
PTMO	70 nos. @ Rs. 1,850/- per head per month
ANM	70 nos. @ Rs. 1,500/- per head per month
Clerk cum Store Keeper	35 nos. @ Rs. 1,100/- per head per month
Attendant	35 nos. @ Rs. 900/- per head per month
Sweeper	35 nos. @ Rs. 700/- per head per month
<u>OPD-cum-Maternity Home level</u>	
Full time Medical Officer	22 nos. @ Rs. 5,750/- per head per month
Nurse	33 nos. @ Rs. 3,750/- per head per month
Specialist Doctors in 3 Disciplines	33 nos. @ Rs. 1,850/- per head per month
Laboratory Technician cum Store Keeper	11 nos. @ Rs. 1,450/- per head per month
Attendant	22 nos. @ Rs. 900/- per head per month
Sweeper	22 nos. @ Rs. 700/- per head per month
Night Guards	11 nos. @ Rs. 700/- per head per month

*Deputy Secretary to the
Government of West Bengal*

Annexure - I

[Enclosure to G.O. No. 661/MA/N/C-10/10-7/2002 Dated, Kolkata, the 21st June, 2005]

<u>Health Administrative Units... 116 nos.</u>	
HHW	3713 nos. @ Rs. 1,000/- per head per month
FTS	735 nos. @ Rs. 1,170/- per head per month
STS	232 nos. @ Rs. 1,300/- per head per month *
Storekeeper	116 nos. @ Rs. 1,100/- per head per month
Sweeper	116 nos. @ Rs. 700/- per head per month
Attendant	232 nos. @ Rs. 900/- per head per month
PTMO	232 nos. @ Rs. 1,850/- per head per month
<u>ESOPD - 25</u>	
PTMO	50 nos. @ Rs. 1,850/- per head per month
Nurses	25 nos. @ Rs. 1,450/- per head per month
Laboratory Assistant	25 nos. @ Rs. 1,100/- per head per month
Pharmacist-cum-Store Keeper	25 nos. @ Rs. 1,100/- per head per month
Attendant	50 nos. @ Rs. 900/- per head per month
Sweeper	50 nos. @ Rs. 700/- per head per month
<u>Maternity Home with Clinic - 23</u>	
Specialist Doctors in 3 disciplines	in each centre @ Rs. 1,000/- per head per month
Medical Officer	2 nos. in each centre @ Rs. 5,750/- per head per month
Nurse	3 nos. in each centre @ Rs. 3,500/- per head per month
Ayaks	4 nos. in each centre @ Rs. 1,750/- per head per month
Laboratory Tech. Cum Store Keeper	1 no. in each centre @ Rs. 2,500/- per head per month
<u>Regional Diagnostic Centre - 8 nos.</u>	
Manager	1 in each centre @ Rs. 3,750/- per head per month
Radiologist	1 in each centre @ Rs. 2,500/- per head per month
Pathologist	1 in each centre @ Rs. 2,500/- per head per month
Sonologist	1 in each centre @ Rs. 2,500/- per head per month
Technician & Radiographer	3 in each centre @ Rs. 1,500/- per head per month
Cashier-cum-Clerk	1 in each centre @ Rs. 1,250/- per head per month
Attendant/Sweeper	2 in each centre @ Rs. 750/- per head per month
Assistant Health Officer	40 nos. @ Rs. 5,000/- per head per month
Full time Staff Nurse	40 @ Rs. 4,000/- per head per month

* When a qualified ANM/GNM is employed as Second Tier Supervisor, she will get a monthly remuneration of @ Rs. 1,500.00.

*Deputy Secretary to the
Government of West Bengal*

G-178
02/03/07

Chairman
Eo/PO/Secy/Ho
Kolkata
(6)

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF MUNICIPAL AFFAIRS
WRITERS' BUILDINGS, KOLKATA

NOTIFICATION

No 1193 /MA/P/C-10/1G-5/2007

Dated, Kolkata the 24th December, 2008.

Sub: Enhancement of honorarium for all Category of grass root level Functionaries engaged under all Health Schemes.

Different categories of personnel are engaged at different levels of different ongoing urban health schemes viz. IPP VIII, IPP VIII (Extn.), RCH-Sub project, Asansol, CUDP-III, CSIP, DFID Assisted HHW and CBPHCS under the ULBs on honorarium basis. Some municipal staff are also providing additional services under the schemes. The question of enhancement of honorarium of all these categories of personnel was under active consideration of the Government for sometime past.

The undersigned is directed to say that considering the matter, the Governor has been pleased to enhance honorarium of all categories of personnel engaged, against sanctioned posts, under the urban health schemes mentioned in para-I above by Rs.500/- per head/p.m. subject to the following conditions-

- a) The enhancement of Rs. 500/- will strictly be over and above the amount of honorarium each was getting before 01.4.2008. excepting Specialist Doctors at ESOPD levels of all health schemes mentioned at para-1 above who will get Rs.325/- per clinic with maximum 8(eight) clinics in a month/per specialist.
- b) This order issues in continuation of this Department Notifications No. 395/MA/P/C-10/1G-5/2007Pt. dt. 8.4.2008 and No. 1056/ MA/P/C-10/1G-5/2007 Pt. dt. 3.11.2008.
- c) This order issues in partial modification of the list showing enhanced rate of remuneration annexed to this Department Notification No. 610/MA/P/C-10/1G-5/2007 dt. 3.6.2008. The amount of honorarium shown against some categories in the said list, in so far as not consistent with the object of this order will stand modified in line with clause 'a)' above.
- d) This order issues with the concurrence of Finance Department vide their U.O. No. 71 Gr. R dt. 19.5.2008.

By order of the Governor

Am
Special Secretary to the Govt. of WB

CHAIRMAN
Madhyamgram Municipality
North 24-Parganas

Government of West Bengal
Municipal Affairs Department
Writers' Buildings, Kolkata.

No.644/MA/C-10/3S-6/2010

Dated, Kolkata the 6th August, 2010.

Sub : Enhancement of honoraria for all categories of grass root level
functionaries engaged under all Health Schemes.

NOTIFICATION

The undersigned is directed to say that different categories of personnel are engaged at different levels of different ongoing Urban Health Schemes viz. IPP VIII, IPP VIII (Extn.) RCH- Sub Project, Asansol, CUDP-III, CSIP, DFID Assisted Honorary Health Workers Scheme & Community Based Primary Health care services (CBPHCS) under the Urban Local Bodies an honoraria basis as also some municipal staff are engaged for providing additional services under the Schemes. The question of further enhancement of honoraria of all these categories of personnel was under active consideration of the Government for some time past.

2. Now in continuation of this Deptt.'s Notification No.1193/MA/P/C-10/1G-5/2007 dated 24.12.2008 read with No.128/MA/P/C-10/1G-5/2007 Pt. dated 26.02.2009, the undersigned is directed by order of the Governor to say that the Governor has been pleased to accord approval to the further enhancement of honoraria in favour of all categories of personnel engaged, against sanctioned posts, under the Urban Health Schemes mentioned in para-I above by Rs.500/- per head/per month w.e.f. 01.04.2010 subject to the following conditions :-

a) The enhancement of honoraria of Rs.500/- will strictly be over & above the amount of honoraria each was getting prior to 01.04.2010 in terms of this Deptt.'s earlier Notification No.128/MA/P/C-10/1G-5/2007 Pt. dt. 26.02.2009 excepting specialist Doctors at ESOPD levels of all health schemes mentioned at Para-1 above who will continue to be guided by the Notification No.1193/MA/P/C-10/1G-5/2007 dt. 24.12.2008.

3. This order issues with the concurrence of the Finance Department (Gr.'N' vide U.O. No.0677 dt. 14.07.2010) as well as Gr.'R' U.O.No.02 dt. 23.07.2010.

By Order of the Governor,
Sd/- M. N. Pradhan
Joint Secretary to the Govt. of West Bengal

No.644/1(140)/MA/C-10/3S-6/2010

Dated, Kolkata the 6th August, 2010.

Copy forwarded for information & necessary action to the :-

1. Pr. Account ant General (Audit), W.B. Treasury Buildings, Kolkata-1.
2. Mayor/Chairperson, _____ Corporation/Municipality/N.A.A.
P.O. _____ Dist. _____
3. Commissioner _____ Corporation,
P.O. _____ Dist. _____
4. Pr. Secretary, Health & Family Welfare Deptt., Swasthya Bhavan,
Salt Lake, Kolkata-700 106.
5. Secretary, KMDA, Prasasan Bhavan, Block-DD/1, Salt Lake, Kolkata-64.
6. Project Director (HSDI), Commissioner, Family Welfare & Special Secretary, Health
& Family Welfare Deptt. Swasthya Bhavan, Salt Lake, Kolkata-106.
7. Director, SUDA, SUDA Bhavan, H.C.Block, Sector-III, Salt Lake, Kolkata-106.
8. Dr. Shibani Goswami, Project Officer (Health), SUDA, West Bengal.
9. Finance Deptt. (Gr.'R'/N') of this Government.
10. P.S. to MIC of this Department.
11. P.S. to Secretary of this Department.
12. P.A. to Joint Secretary (MNP) of this Department.
13. Shri Supriya Mukherjee, U.D.A. of this Department.
14. Shri Gopal Das, U.D.A. of this Department.
15. Guard File of Cell-10 of this Department.

[Signature]
Joint Secretary 6/8/2010

[Signature]
CHAIRMAN
Madhyamgram Municipality
North 24-Parganas

Government of West Bengal
Department of Municipal Affairs
Writers' Buildings, Kolkata - 700 001

1021
16/12/13

No: 1154/MA/C-10/3S-30/2012

Dated Kolkata the 9th December, 2013

ORDER

ED/AHO

The Governor, in supersession of all previous orders, is pleased hereby to direct that the maximum age limit for contractual personnel engaged in fifty two (52) Urban Local Bodies covered under "Urban Primary Health Care Services" (hereinafter referred to as UPHCS), presently being funded by Department of Municipal Affairs shall be 60 years excepting those engaged as Medical Officers or Specialists Doctor.

This order shall take effect from 01.01.2014

The term of engagement of those contractual personnel, who have attained 60 years of age or more, if any, or likely to attain 60 years of age before 01.01.2014, shall terminate on 31.12.2013.

By order of the Governor

Sd/- B.C. Patra
Joint Secretary to the
Government of West Bengal

No: 1154/1(60)/MA/C-10/3S-30/2012

Dated Kolkata the 9th December, 2013

Copy forwarded for information and necessary action to the:-

- 1) Mayor/Chairperson, Madhyama Municipal Corporation/Municipality, P.O. _____, Dist. _____
- 2) Director, State Urban Development Agency, ILGUS Bhavan, HC Block, Salt Lake, Kolkata - 700 106.
- 3) Director of Local Bodies, Government of West Bengal, Purta Bhavan, Salt Lake, Kolkata - 700 091.
- 4) Project Officer (Health), State Urban Development Agency, ILGUS Bhavan, HC Block, Salt Lake, Kolkata - 700 106.
- 5) Joint Secretary, Finance Department, Government of West Bengal, 'Nabanna', Howrah
- 6) Joint Secretary, Health & Family Welfare Department, Government of West Bengal, Swasthya Bhavan, GN-29, Sector-V, Salt Lake, Kolkata - 700 091.
- 7) P.S. to MIC, Municipal Affairs & Urban Development Departments.
- 8) Guard File of Cell-10.

Joint Secretary to the
Government of West Bengal

Shakti Babu -
pr. pur up entry
H/12/13

Government of West Bengal
Department of Municipal Affairs
Writers' Buildings, Kolkata - 700 001

NOTIFICATION

No: 1202/MA/C-10/3S-6/2010

Dated Kolkata the 23rd December, 2013

Sub: Enhancement of honoraria in favour of grass root level contractual functionaries engaged under "Urban Primary Health Care Services".

The undersigned is directed to inform that the proposal for enhancement of honoraria in respect of different categories of contractual personnel engaged under "Urban Primary Health care Services" running in 52 Urban Local Bodies and funded by this Department was under consideration of the Government for some time past.

2. Now, in modification of this Department's Notification No. 644/MA/C-10/3S-6/2010 dated 06.08.2010, the undersigned is directed by order of the Governor to say that the Governor has been pleased to accord approval to enhancement of honoraria @ 25% of the existing honoraria in favour of all categories of contractual personnel engaged under "Urban Primary Health Care Services" running in 52 Urban Local Bodies, funded by Municipal Affairs Department, w.e.f. 01.12.2013 subject to the condition that the present enhancement of honoraria at prescribed rate will strictly be over and above the amount of honoraria each was receiving prior to 01.12.2013 in terms of this Department Notification No. 644/MA/C-10/3S-6/2010 dated 06.08.2010 excepting Specialist Doctors at ESOPD levels of the said Urban Health Programme who will continue to be guided by the Notification No. 1193/MA/P/C-10/1G-5/2007 dated 24.12.2006.

3. The charges involved for this purpose are debitable to the Head of Account "2217- Urban Development-05-Other Urban Development Schemes-191-Assistance to Municipal Corporations-NP-Non Plan-022-Urban Primary Health Care Services(MA)-31- Grants-in-aid-GENERAL-01-Salary Grants-V-Voted" and "2217- Urban Development-05-Other Urban Development Schemes-192-Assistance to Municipalities/Municipal Councils-NP-Non Plan -022-Urban Primary Health Care Services(MA)-31- Grants-in-aid-GENERAL-01-Salary Grants-V-Voted".

4. The order issues with the concurrence of the Finance (Audit) Department vide their U.O. No. 471/Gr. P-2 dated 18.11.2013.

5. The Principal Accountant General West Bengal and other concerned are being informed.

By order of the Governor

Sd/- B.C. Patra

Joint Secretary to the
Government of West Bengal

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal

Ref No. SUDA-Health/451/12/317(85)

Date 04.02.2013

From : Director, SUDA

To : The Chairman,

..... Municipality

AKO

Sub. : Implementation of Urban RCH Programme
- Recruitment of Medical Officer and ANM / GNM.

Sir / Madam,

You are aware that Ministry of Health & Family Welfare, Govt. of India has accorded approval for strengthening RCH services in Urban areas of West Bengal under Programme implementation plan of National Rural Health Mission for the year 2012-13. This Programme is implemented in 99 Municipalities of West Bengal in collaboration with Dept. of Municipal Affairs, Dept. of Health & Family Welfare, Govt. of West Bengal and UNICEF. The time period of this Programme will be continued subject to further approval by Government of India. Operational guideline for implementation of Urban RCH Programme is enclosed **at Annexure - I.**

With the launching of Urban RCH Programme, the process has already been initiated for recruitment of Medical Officer and ANM / GNM. An advertisement for such recruitment has already been published centrally by SUDA on 02.02.2013 in the daily newspaper namely Times of India, Bartaman, Pratidin, Aajkal, Sakalbela, 365 Din, Azad Hind, Akbar-E-Mashriq and Sanmarg along with insertion in the website of Department of Municipal Affairs (www.wbdma.gov.in) and of KUSP (www.changekolkata.org). The advertisement matter is enclosed **at Annexure - II.**

Contd. to P-2.

STATE URBAN DEVELOPMENT AGENCY (SUDA)

(Under Municipal Affairs Dept., Govt. of WB)

ILGUS' Bhavan, H-C Block, Sector-III, Bidhannagar, Kolkata-106

Applications are invited for the post of Medical Officer and ANM / GNM in different Municipalities under Urban RCH Programme.

1. Ministry of Health & Family Welfare, Govt. of India has given approval for strengthening RCH services in Urban areas of West Bengal under Programme implementation plan of National Rural Health Mission for the year 2012-13. This Programme is implemented in 99 Municipalities of West Bengal in collaboration with Dept. of Municipal Affairs, Dept. of Health & Family Welfare, Govt. of West Bengal and UNICEF.
2. For successful and smooth implementation of this Programme, Medical Officer and Auxiliary Nurse Midwife (ANM) / General Nurse Midwife (GNM) are to be engaged in the respective ULBs on yearly contract basis with contractual consolidated remuneration. 100-Point Roster of Labour Department, Govt. of West Bengal vide no. 50-Empl/M-25/98 dt. 1st March, 2011 will be followed in case of ANM/GNM only. For the present, time period of this Programme is upto 31.03.2013 which will be continued subject to further approval by Govt. of India. Present contract will be renewed in case of satisfactory performance in the said post.
3. Last Date of submission: 18.02.2013 upto 4.00 p.m.
4. Qualification: a) Medical Officer - Candidate must have minimum qualification of MBBS from MCI recognized institution. In-service Officer with essential qualification may also apply through proper channel.
5. ANM/GNM - Candidate should have received at least 18/36 months Nursing Training from an Institute recognized by Indian Nursing Council.
6. Age: Up to 62 years on the last date of submission of application. Candidates above 62 years will not be eligible to apply.
7. Experience: Preferably two years practicing experience for both Medical Officer & ANM/GNM.
8. Other Criteria: Applicant, if resident of the concerned municipal area, shall be preferable.
9. Pay: a) Medical Officer - Consolidated fixed remuneration of Rs. 17,000/- (Rupees Seventeen thousand) only and fixed mobility allowance of Rs. 3,000/- (Rupees Three thousand) only per month.
10. ANM/GNM - Consolidated fixed remuneration of Rs. 9,380/- (Rupees Nine thousand three hundred eighty) only per month.
11. Appointing Authority: The Chairman of the concerned Municipality.
12. How to submit application: Application should be submitted to the Chairman of the respective Municipalities in a sealed envelop clearly writing on the top "Application for the post of Medical Officer or ANM / GNM under Urban RCH Programme for Municipality".
13. The sealed envelop shall contain bio-data in the format given below along with photocopies of documents in support of age proof, SC/ST/OBC Category, academic and professional qualification & other testimonials etc.

Bio-data

Application for the post of Medical Officer or ANM / GNM under Urban RCH Programme for
Municipality

- | | | |
|-------------------------------------------------------------------------------------------|-------------------------------------------|----------------------------------------|
| i) Name in full | ii) Date of Birth | iii) Category - SC / ST / OBC / Others |
| iv) Religion | v) Father's/Husband's name in full | vi) Permanent Address |
| vii) Present Address | viii) Contact No. (Phone, Mobile, e-mail) | |
| ix) Academic Qualification (with details)
including percentage of marks obtained | | |
| x) Professional Qualification xi) Job Experience, if any (with details)
(with details) | | |

Signature in full

12. No. of post of Medical Officer is one (01) in each 85 Municipalities for the time being given below.
13. Vacancy of ANM / GNM in respect of each Municipality is noted within bracket after the names of concerned municipalities.

Alipurdwar (02) / Arambag (02) / Ashukennagar-Kalyanagar (04) / Baduna (02) / Baklyabati (04) / Bally (09) /
Balughat (05) / Bangaon (03) / Bankura (04) / Banspota (03) / Baranagar (06) / Barasat (08) /
Barrackpore (05) / Baruipur (01) / Basirhat (04) / Bhadreswar (04) / Bhatpara (15) / Bishnupur (02) /
Budge-Budge (02) / Burdwan (10) / Chakdaha (05) / Champdany (03) / Contai (03) / Cooch Behar (03) /
Dakshin (01) / Dankuni (03) / Dargachow (04) / Dharguri (01) / Diamond Harbour (01) / Dinhata (01) / Dum
Dum (03) / Gangarampur (02) / Garulia (03) / Gayespur (02) / Ghatal (02) / Gobardanga (01) / Gushkara
(01) / Haldia (04) / Haldia (06) / Halisahar (04) / Hooghly Chinsurah (06) / Islampur (02) / Jalpaiguri (03) /
Jamuna (04) / Jhargram (02) / Kalimpong (01) / Kalyanagar (02) / Kaina (02) / Kalyani (03) / Kamarhati (10) /
Kanchrapara (04) / Katwa (02) / Kheragpur (07) / Khardah (04) / Konnagar (02) / Krishnagar (05) / Kulti
(10) / Kurseong (01) / Madhyamgram (05) / Maheshila (13) / Meigan (01) / Midnapore (05) / Nabadwip
(04) / Naihati (07) / New Barrackpore (03) / North Barrackpore (04) / North Dum Dum (07) / Panipati (12) /
Panskura (02) / Pujali (01) / Purulia (04) / Raigarh (06) / Rajarhat-Gopalpur (09) / Rajpur Sonarpur (11) /
Ranaghat (02) / Raniganj (04) / Rishra (04) / Santipur (05) / Serampore (07) / South Dum Dum (13) / Taki
(01) / Tamuk (02) / Titagarh (04) / Uluberia (07) / Uttarpara Kotrung (05)

14. For any query please contact either the respective Municipality or SUDA on telephone 033-23593184 and 033-23347805.

15. Address and telephone no. of the Municipalities may be obtained from the website of Department of Municipal Affairs (www.wbdma.gov.in / www.changepolkolkata.org).

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

**H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**

Ref No SUDA-Health/548/11/346

Date10.03.2014

From : Director, SUDA

**To : The Chairman
Madhyamgram Municipality**

**Sub. : EPF in respect of Honorary Health Workers engaged under Health
Programmes under Madhyamgram Municipality.**

Sir,

Enclosed kindly find communication of EO bearing no. MM/EO/740/EPF/1/4 dt.05.03.2014.


With reference to the above stated letter, this is to inform you that implementation of Urban Primary Health Care Services (erstwhile IPP-VIII) was started under the guidance of KMDA. Since April 2008, the same was handed over to SUDA by the Dept. of Municipal Affairs who is providing C & M cost of the Health Programme. Honorary Health Workers were never appointed by SUDA.

Furthermore, this is to state that the issue of EPF has already been forwarded to the Department of MA for obtaining policy decision towards payment of employer's contribution. Hence, you are requested kindly to contact Dept. of MA in this regard.

Thanking you.

Yours faithfully,

Encls. : As stated.


Director, SUDA

SUDA-Health/548/11/346/1(1)

Dt. .. 10.03.2014

CC

Shri B.C. Patra, Jt. Secretary, Dept. of MA – enclosed communication of the EO, Madhyamgram Municipality vide no. MM/EO/740/EPF/1/4 dt.05.03.2014 for taking necessary action in this regard.


Director, SUDA

CE OF THE :



Phone : 2538-3683 (Direct)
2538-2664 / 0203

Fax : 2538-6442

E-mail : madhyamgrammunicipality@vsnl.net

MADHYAMGRAM MUNICIPALITY

P.O. : Madhyamgram

Dist. : North 24 Parganas, Kolkata - 700129

Ref.No.MM/EO/740/EPF/1/4

Date: 05.03.2014

To
Sri M. Pradhan, IAS, Director,
State Urban Development Agency (SUDA)
"ILGUS BHAVAN"
H C Block, Salt Lake, Sector-III,
Kolkata - 700106.



PO (u)

[Handwritten signature]

Sub: Employees Provident Fund & Miscellaneous Funds of Honourary Health Workers engaged under all Health Schemes under Madhyamgram Municipality.

Sir,

I am directed to refer to this Office Letter No. MM/EO/2228/EPF/1/4 dt. 21.12.2013 followed by this Office Letter No. MM/EO/430/EPF/1/4, dt. 10.02.2014, addressed to you on the subject cited above and to say that views as sought for therein is yet to be received as to the payment of funds towards employer's share of HH workers under IPP Schemes who have been brought under the purview of the Employees' Provident Funds & Miscellaneous Provisions Act, 1952. At present total total 146 Nos. of such Health workers are engaged in different Health Schemes under this Municipality appointed by State Urban Development Agency (SUDA). A fund of Rs. 4,46,939.00 (Rupees Four Lakh Forty Six Thousand Nine Hundred Thirty Nine) only have been claimed as arrear dues towards both for Employee's and Employer's Shares. The dues amount is to be paid within 19th March' 2014 with the EPF Office, BKP. Incidentally it may be mentioned that the REPF Commissioner, BKP has already issued an Order for attachment of our Bank Account.

In view of the above it is requested that the fund for such Honourary Health Workers appointed by State Urban Development Agency (SUDA) is to be paid immediately by State Urban Development Agency (SUDA) to settle the issue of the Bank attachment immediately.

This is extremely urgent.

Yours faithfully,

[Handwritten signature]
Executive Officer
Madhyamgram Municipality

Office of the Municipal Corporation
Chandernagore.

No. Adm/111-1/86/553(6)

Dated: 7. 6. 86

From : Sri Amiya Das, Mayor.

To,

Sm. Sarbamangala Paul,

139/K, Mankundu Garerdhar. Chanderdhar

Sub :- Honorary Health Worker under
under C.U.D.P-III Programme.

You are engaged as Honorary Health Worker for a period of
3 (Three) months on the following terms & conditions :-

- a) You are engaged purely as part-time honorary worker at a fixed honorarium for performing specific duties indicated at (b) below.
- b) The honorarium of Rs.200/- per month will be paid to you (at the rate of Rs.50/- per week) for performing the following items of work :-
 - i) Motivation of Family Welfare work, maintenance of eligible couple register and family folders and undertaking promotion of health education work.
 - ii) Distribution of Nutrition Packets, Oral rehydration Salt Packets (ORS), Common medicines and drawing of blood slides in fever cases.
 - iii) Immunisation work, assist beneficiaries as well as Health workers in work of extension of health & F.W. and M.C.H. Services, calling health workers and doctor for treatment of patients.
 - iv) Undertake referral services and ensure community participation.
- c) You will be liable to dismissal without assigning any reason and/or without any notice if you fail to perform your duties properly or due to circumstances which may not require your service.
- d) The engagement of HHW will not entitle you to any right to/guarantee for services of permanent, temporary, casual or of any such nature at any time in future.
- e) You are also required to discharge other functions, if necessary, besides the duties noted in Sub-para (b) above under instructions of their superiors for the interest of the programme.
- f) You will also abide by the rules and instructions which will be issued by the authorities from time to time.

This is being issued as per
Memo No.917(13)/CMDA/2A-31/83
dt.29.4.86 of C.M.D.A, 3A,
Auckland Place, Calcutta-700017.

Calcutta
Mayor Amiya Das
Municipal Corporation
Chandernagore.

khundu/ Sarbamangala Paul 7.6.86

Draft Notice for Engagement of
HHWs by the Local Bodies

The candidates appearing in this list have been selected by the Central Selection Body set up by KMDA for engagement as Honorary Health Workers in the different Municipalities/Notified areas. Their services may be utilised as part-time workers on honorary basis.

Name & Address of the Candidates

Sl. No.

1. Mr. Manoj Das, Late Neman ch. Das
of Nabagram, Manikunda, Hooghly.

2.

3.

4.

Etc.

The candidates are engaged as Honorary Health Workers for a period of 3 (three) months on the following terms and conditions :-

- a) They are engaged purely as part-time honorary workers at a fixed honorarium for performing specific duties indicated at (b) below.
- b) The honorarium of Rs.700/- per month will be paid to each worker for performing the following items of work :-
 - i) Motivation of Family Welfare Work, maintenance of eligible couple register and family holders and undertaking promotion of health education work.
 - ii) Distribution of Nutrition packets, Oral rehydration Salt packets (ORS), Common medicines and drawing of blood slides in fever cases.
 - iii) Immunisation work, assist beneficiaries as well as Health workers in work of extension of health and F.W. and M.C.H. services, calling health workers and doctor for treatment of patients.
 - iv) Undertake referral services and ensure community participation.
- c) They will be liable to dismissal without assigning any reason and/or without any notice if they fail to perform their duties properly or due to circumstances which may not require their services.
- d) The engagement of HHWs will not entitle them to any right to/guarantee for services of permanent, temporary, casual or of any such nature at any time in future.
- e) They are also required to discharge other functions, if necessary besides the duties noted in sub para (b) above under instructions of their superiors for the interest of programme.
- f) They will also abide by the rules and instructions which will be issued by the authorities from time to time.

C. S.
1981

Mayor
Chandernagore Municipal
Corporation,

বিজ্ঞপ্তি

No. VII/Misc./'14-'15/02

Date- 14 /05/2014

এতদ্বারা সকল স্বাস্থ্যকর্মীদের জানানো যাইতেছে যে, আগামী ০১/০৬/২০১৪ তারিখ থেকে ডেঙ্গু রোগ নিয়ন্ত্রণ ও প্রতিরোধ সত্রাস্ত কর্মসূচী উপলক্ষ্যে নিম্নলিখিত তারিখে এবং সময়ে প্রশিক্ষণ শিবির(Training) অনুষ্ঠিত হইবে। নিম্নলিখিত নির্দ্ধারিত সময়ে সকল ডেঙ্গু সুপারভাইজার ও টিম সদস্যদের পৌর নিগমের সভা কক্ষে উপস্থিত থাকতে অনুরোধ করা হইতেছে।

১। সুপারভাইজার নং - 1 থেকে 9 এবং তাঁদের অধীনে কাজ করবেন যে সকল টিম সদস্য- তাং-২৬/০৫/১৪, সময়-দুপুর-১১টা ৩০ মিনিট।

২। সুপারভাইজার নং - 10 থেকে 18 এবং তাঁদের অধীনে কাজ করবেন যে সকল টিম সদস্য- তাং-২৭/০৫/১৪, সময়-দুপুর-১১টা ৩০ মিনিট।

৩। সুপারভাইজার নং - 19 থেকে 28 এবং তাঁদের অধীনে কাজ করবেন যে সকল টিম সদস্য-তাং-২৮/০৫/১৪ সময়-দুপুর-১১টা ৩০ মিনিট।

সন্দীপ ঘোষ

ডাঃসন্দীপ ঘোষ

স্বাস্থ্য আধিকারিক

চন্দননগর পৌর নিগম

বি. দ্র : কেবলমাত্র এইবারে ডেঙ্গু কাজের জন্য যে সকল কর্মী (ডেঙ্গু সুপারভাইজার ও টিম সদস্য) নিয়োজিত হইয়াছেন।

**MINUTES OF THE FIRST MEETING OF "CHANDERNAGORE N.U.H.M. SOCIETY", HELD
AT HON'BLE MAYOR'S CHAMBER, ON 06/05/2014 AT 12 noon**

In accordance with the decision taken in the 90th MIC meeting of Chandernagore Municipal Corporation, "**Chandernagore NUHM Society**" has been formed comprising of 11no of members, which has been enumerated below :-

1. Chairman	--	Hon'ble Mayor, C.M.C
2. Vice Chairman	--	Hon'ble MMIC(Health), C.M.C
3. Vice Chairman	--	Commissioner, C.M.C
4. Secretary cum Convenor	--	Health Officer, C.M.C
5. Treasurer	--	Accounts Officer, C.M.C
6. Member	--	Education Officer, C.M.C
7. Member	--	Civil Engineer, C.M.C
8. Member	--	Town Project Officer, C.M.C
9. Member	--	Representative of S.D.O, Chandannagore
10. Member	--	ACMOH- Chandernagore .
11. Member	--	Superintendent, S.D. Hospital, Chandernagore

Out of the above 11no. of members, all members attended the meeting except, representative of S.D.O. Chandernagore & Superintendent S.D. Hospital, Chandernagore.

The meeting started with Sir Ram Chakraborty, Hon'ble Mayor CMC & the Chairman, "Chandernagore NUHM society" was seated on the chair.

All members present in the meeting first introduced themselves and then the chairman gave his introductory speech. Then, the Health Officer of CMC who is also the Secretary of the said committee welcomed everybody & started his Power- point presentation.

In his presentation the secretary touched upon all the pros and cones of the said programme. He discussed the background regarding NUHM (National Urban Health Mission), as also its concepts. He discussed in details the vision of GOI, the goals, aims & objectives of the programme in a detailed manner.

After a thorough discussion of the various aspects, all the members of the society unanimously resolved the following :-

- A. The society in the name of " Chandernagore NUHM society" shall be registered as per Registration of Societies Act 1961. The process of registration shall be completed under the leadership and guidance of Education Officer, CMC with all others members playing their respective roles as they may be required to do.
- B. Then society shall have to sign a MOU with SUDA before implementation of the programme, as it is a pre-requisite ,as because SUDA shall be the Nodal Agency for the programme.
- C. A separate Bank Account have to be opened in the name of "Chandernagore NUHM Society" in any branch of a Nationalised Bank preferably near to the Head Office. The account shall be jointly operated by the Secretary (H.O. CMC) of the society and the Chairman of the Society(Mayor, CMC)/ Vice Chairman of the Society(Commissioner, CMC). The duty of opening the said account is being delegated to the Treasurer (AO,CMC), within a fortnight.
- D. A separate office space is to be provided within the premises of the Head Office of this Corporation, preferably in the ground floor of the new building(annex) with all required infra-structural facilities.
- E. All general notes /proposals other than finance related matters shall proceed from Secretary(H.O) => Vice Chairman(Commissioner)=> Chairman(Mayor).
For finance related matters the files should move in the following way – Treasurer (A.O)=> Secretary(H.O)=> Vice Chairman(Commissioner)=> Chairman(Mayor).

F. Duties that are delegated to different member of the said of the Society are as follows :-

- 1. The T.P.O. is entrusted with the duty of social mobilisation, formation of "**Mahila Aragya Samity**"(MAS), as also to govern and monitor the activities of the MAS groups.He has been entrusted with some office works also, like writing down the minutes of the meetings, maintenance of records etc..
- 2. The Civil Engineer will look after the infra-structure development part. He has been requested to immediately prepare the drawings and estimates of the UPHCs -3 in no. which has been decided in the referred MIC meeting –
 - a. **B.K.G Shishu Hospital (2nd & 3rd floor proposed) at Dharapara Ward-7 of Chandernagore.**
 - b. **In the proposed 1st & 2nd floor of Tinbazar Community Market, at Gondalpara, Ward-25 of Chandernagore.**
 - c. **In the premises of the Veterinary Hospital at Ward-28 of Chandernagore.**

These drawings along with estimates are needed to be submitted to SUDA for Administrative approval & Financial sanction.

- 3. The Account's officer(Treasurer) has been delegated all activities related to financial matters along with keeping all records relating to such matters.
- 4. The Education officer is entrusted with different activities related to training programmes, development of I.E.C. materials & recruitment activities.

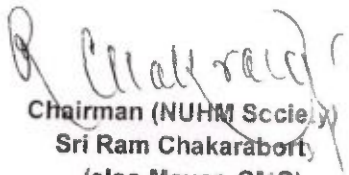
(3)

5. The ACMOH shall extend his co-operation with his knowledge regarding successful implementation of such programmes at the block level. He will also act as a resource person, regarding capacity building.
6. The overall responsibility of running the programme smoothly lies with the Secretary(H.O).He shall be responsible for all Administrative matters specially maintaining liaison with SUDA.

All the members shall work in a cohesive member under the leadership of the Hon'ble Mayor – Chairman. The monitoring aspect shall be taken care of by the Vice Chairman (Commissioner,CMC) along with the secretary and other members.

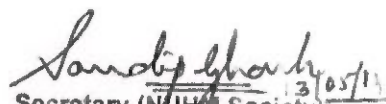
- G. Meeting of the Society may be convened at least once in two months.

The Chairman of the society (Mayor-CMC), in his concluding speech invoked active co-operation of the concerned members for successful implementation of the said programme in order to serve the citizens of Chandernagore. With no other agenda, the meeting ended with vote of thanks to & from the Chair.


Chairman (NUHM Society)
Sri Ram Chakaraborty
(also Mayor, CMC)

Copy forwarded for information to :-

1. Project Director –SUDA.
2. Health Expert - SUDA
3. Hon'ble Mayor, C.M.C
4. Hon'ble MMIC(Health), C.M.C
5. Commissioner, C.M.CConvenor
6. Health Officer, C.M.C
7. Accounts Officer, C.M.C
8. Education Officer, C.M.C
9. Civil Engineer, C.M.C
10. Town Project Officer, C.M.C
11. Representative of S.D.O,Chandannagore
12. ACMOH- Chandernagore .
13. Superintendent,S.D.Hospital,Chandernagore
14. R / file


Secretary (NUHM Society)
& Health Officer, C.M.C

UHIP, KMDA

URBAN HEALTH IMPROVEMENT PROGRAMME



Kolkata Metropolitan Development Authority

Unnayan Bhavan, Bidhannagar, 'G' Block, 3rd floor, Kolkata - 700 091.

☎ : 2334-5257/2337-0697/2358-6771. FAX No. : 2358-3931 E-mail : cmdalpp8@vsnl.net

No. 609(6)/KMDA/M-29/UHIP/2002(Pt)

Dated : 20/24 .11.2003

From: Smt. Nandini Chakravorty, I.A.S.
Special Secretary, KMDA.

To: The Chairman
Madhyamgram, New Barrackpore, North Barrackpore,
Naihati, Bhadreswar & South Dum Dum -Municipality.

Re: Strengthening of activities at different service component level viz. HAU's, Maternity Homes & RDCs as envisaged under the E.C. assisted Urban Health Improvement Plan in 6 (six) identified local bodies through engagement of requisite medical and para-medical personnel on contract.

Sir,

In pursuance of the decision of the 2nd meeting of the Apex Advisory Committee held on 16.04.2003 the Competent Authority accords approval to the engagement on contract of additional medical and para-medical personnel at the level of renovated HAU's, Maternity Homes & RDCs as detailed separately in annexure-A with their recruitment qualifications and remuneration subject to the following conditions :-

- i) The engagement of the medical and para-medical personnel selected through the existing selection procedure shall be made by the Chairpersons of the concerned local bodies after obtaining approval of the Project Director & Special Secretary, KMDA to whom the list of selected personnel along with copies of educational qualifications and experience certificates shall be submitted for necessary verification.
- ii) For the first 12 months the entire remuneration of the medical and para-medical personnel engaged on contract shall be met out of EC fund but in the 2nd, 3rd & 4th year the Urban Local Bodies shall generate additional fund and provide the same in their budget @ 10%, 20% & 50% respectively of the recurring honorarium component. The balance 90%, 80% & 50% in the 2nd, 3rd, & 4th year respectively of the honorarium component will be met out of the EC fund.
- iii) From the 5th year the entire cost of remuneration of the supportive additional medical and para-medical personnel as detailed in Annexure-A shall devolve upon the concerned local bodies which should make necessary provision in the budget to sustain the activities from the 5th year.
- iv) Engagement of medical and para-medical personnel on contract shall be initially for six months renewable subject to satisfactory performance.
- v) In order to guard against the dilution of the quality services to be rendered there should be no compromise with the academic qualifications and experience as stipulated under Annexure-A.

You are, therefore, requested to take necessary action at your earliest convenience.

Encl: As stated.

Yours faithfully,



Project Director &
Special Secretary, KMDA.

No. 609/1(2)/KMDA/M-29/UHIP/2002(Pt)

Dated : 20/24.11.2003

Copy forwarded for favour of information to :-

1. The Secretary, Municipal Affairs Deptt. Govt. of West Bengal, Writers' Buildings, Kolkata.
2. P.S. to MOS, MA Deptt. Govt. of West Bengal, Writers' Buildings, Kolkata.



Project Director &
Special Secretary, KMDA

No. 609/2(4)/KMDA/M-29/UHIP/2002(Pt)

Dated : 20/24.11.2003

Copy forwarded for information and necessary action to:

1. The O.S.D., Health, KMDA
2. Dr. K.L. Mukherjee, Dy. COH, IPP-VIII, KMDA
3. Shri P. Bhattacharyya, ACOH, IPP-VIII, KMDA
4. The Accounts Officer, UHIP, KMDA along with a copy of the Annexure-A.



Project Director &
Special Secretary, KMDA

Encl: As stated.

Recruitment qualifications and eligibility criteria for the supportive additional posts sanctioned for the HAUs, Maternity Homes and RDCs of 6 (six) identified municipalities under E.C. assisted UHIP.

1. Health Administrative Units

Name of the post	No. of Post	Remuneration / Honorarium	Recruitment qualification and eligibility criteria
1. Specialist Doctor (G&O)	1	Rs. 300/- per visit for 3 visits in a week for each	MBBS with DGO / MD(G&O) from a University recognised by the Medical Council of India.
2. Specialist Doctor (Skin)	1		MBBS with post-graduate diploma / degree in the concerned speciality from a University recognised by the Medical Council of India. <u>Experience</u> : For both the posts a minimum of 2(two) years working experience in the speciality in Govt. / Private Hospitals and Nursing Homes.
3. Nurse	1	Rs. 3500/- per month	General Nursing and Midwifery (GNM) having registration under West Bengal Nursing Council. <u>Experience</u> : Should have working experience of at least 2(two) years in Govt./ Private Hospitals and Nursing Homes having Maternity Wards. Preference will be given to those candidates who are local residents or are residents of adjacent areas for being available on urgent calls.
4. Laboratory Technician	1	Rs. 1500/- per month	Diploma in Medical Laboratory Technology (DMLT) from a recognized Institution / University. <u>Experience</u> : At least 3(three) years working experience in an well-established and reputed Pathological, Clinical and Diagnostic Centre
5. Female Sweeper	1	Rs. 450/- per month	Not specified. Preference will be given to those who have working experience in sweeping and cleaning in any institution rendering services to the maternity cases.

Maternity Home

Line of the post	No. of Post	Remuneration / Honorarium	Recruitment qualification and eligibility criteria
1. Superintendent	1	Rs. 7500/- per month	<p>Minimum qualification should be MBBS from a University recognised by the Medical Council of India. Candidates having post-graduate diploma or degree will however be preferred.</p> <p>Experience : At least 5(five) years experience in running Govt. and / or Private Hospitals having service facilities for Maternity cases in managerial capacity (administrative, financial and logistics) with public relations duty.</p>
2. Resident Surgeon (To act as RMO)	2	Rs. 7500/- per month each.	<p>Minimum qualification should be MBBS from an University recognised by the Medical Council of India. Preference will be given to those who possess post-graduate diploma or degree in G&O.</p> <p>Experience : Should have worked as House Surgeon for minimum one to one and half years in any Govt. Institution.</p> <p>Preference will be given to those candidates who have basic knowledge and skill in new born care.</p>
3. Specialist Doctor (a) Medicine Specialist -1 (b) Specialist (Anesthesia)-1 (c) Specialist (Paediatrics)-1	3	Rs. 300/- per visit for total 25 visits in a month for each.	<p>(a) MBBS with post-graduate degree in Medicine from any University / Institution recognized by the Medical Council of India.</p> <p>(b) MBBS with at least a Diploma in Anesthesiology from any University / Institution recognized by the Medical Council of India.</p> <p>(c) MBBS with at least a Diploma in Child Health (DCH) from any University / Institution recognized by the Medical Council of India.</p> <p>Experience : The candidates should have at least 2(two) years experience to work in the concerned speciality in Govt./Private Hospitals and reputed Nursing Homes particularly in maternity paediatrics wards. Preferences will be given to those who have experience in new born care also and are available on call within a short time.</p>

Name of the post	No. of Post	Remuneration / Honorarium	Recruitment qualification and eligibility criteria
4. Nurse	4	Rs. 3500/- per month each	General Nursing and Midwifery (GNM) having registration under West Bengal Nursing Council. <u>Experience</u> : Should have working experience of at least 2(two) years in Maternity wards of Govt./ Private Hospitals and Nursing Homes. Preference will be given to those candidates who are local residents or are residents of adjacent areas for being available on urgent calls.
5. Laboratory Technician	3	Rs. 2500/- per month each	Diploma in Medical Laboratory Technology / University. <u>Experience</u> : At least 3 (three) years working experience in an well established and reputed Pathological, Clinical and Diagnostic Centre. The candidates should also posses knowledge in the matter of requisition and maintenance of drugs and consumables.
6. Store Keeper	1	Rs. 1200/- per month	Minimum qualification is Madhyamik Pariksha (Secondary Examination) pass or equivalent. Should have the ability to type. <u>Experience</u> : Should have working experience of 2(two) years in the matter of indenting of drugs and medicines as well as maintaining stock register of medicines and other consumables in any Govt. / Private Medical establishment.
7. Female Sweeper	4	Rs. 1000/- per month each	Not specified. Preference will be given to those who have working experience in sweeping and cleaning in any institution rendering services to the maternity cases.

Office of the Municipal Corporation
Chandernagore.

No. *Handwritten: 111-1/86/553(6)*

Dated: 7. 6. 86

From : Sri Aniya Das, Mayor.

To,

Sm. Sarbamangala Paul,

139/K, Mankundu Garerdhar. *Chandernagore*

Sub :- Honorary Health Worker under
under C.U.D.P-III Programme.

You are engaged as Honorary Health Worker for a period of
3 (Three) months on the following terms & conditions :-

- a) You are engaged purely as part-time honorary worker at a fixed honorarium for performing specific duties indicated at (b) below.
- b) The honorarium of Rs.200/- per month will be paid to you (at the rate of Rs.50/- per week) for performing the following items of work :-
 - i) Motivation of Family Welfare work, maintenance of eligible couple register and family folders and undertaking promotion of health education work.
 - ii) Distribution of Nutrition Packets, Oral rehydration Salt Packets (ORS), Common medicines and drawing of blood slides in fever cases.
 - iii) Immunisation work, assist beneficiaries as well as Health workers in work of extension of health & F.W. and M.C.H. Services, calling health workers and doctor for treatment of patients.
 - iv) Undertake referral services and ensure community participation.
- c) You will be liable to dismissal without assigning any reason and/or without any notice if you fail to perform your duties properly or due to circumstances which may not require your service.
- d) The engagement of HHW will not entitle you to any right to/guarantee for services of permanent, temporary, casual or of any such nature at any time in future.
- e) You are also required to discharge other functions, if necessary, besides the duties noted in Sub-para (b) above under instructions of their superiors for the interest of the programme.
- f) You will also abide by the rules and instructions which will be issued by the authorities from time to time.

This is being issued as per
Memo No.917(13)/CMDA/2A-31/83
dt.29.4.86 of C.M.D.A, 3A,
Auckland Place, Calcutta-700017.

Handwritten: (Signature)
Mayor
Municipal Corporation
Chandernagore.

kkundu/ Sarbamangala Paul 7.6.86

Memo No. 35 /CHDA/Health/Selection of HHW/
G-/94 IPP-VIII

Date 18-01-95

**Calcutta
Metropolitan
Development
Authority**

Unnayan Bhavan, Bidhan Nagar, Calcutta-700 091.

From : Dr. B. Bhattacharjee,
Chief of Health,
C.M.D.A.

Sector

Floor

To : The Chairman,

Municipality.

Sub : Final selection of HHWs for each of the 35 Blocks
together with the panel candidates for
towards implementation of Family Welfare Programme
in Urban Slums (IPP-VIII) for Calcutta Municipal Area

S i r,

I am to forward herewith one copy of the list containing the names of 35 (thirty five) Honorary Health Workers (one for each of 35 Blocks) selected by the "Central Selection Committee" for engagement by you for the HAU to be established under IPP-VIII Health Programme for Municipality. The above-mentioned list also includes names of panel (Block wise) HHWs to fill up any future vacancy.

At the time of engagement of the HHWs who are primarily part-time voluntary workers on "no work no payment basis", the key Notes (enclosed for ready reference) for selection of Honorary Health Workers for IPP-VIII Health Programme should kindly be strictly adhered to. The first engagement of the HHWs should be for a period of three months and if so required they may be re-engaged. The terms of their re-engagement should not exceed 6 months at a stretch. A draft notice that would be hung in the Notice Board showing the engagement of selected HHWs and specifying the terms and conditions is also enclosed herewith. The date and period of every re-engagement should be intimated in time to the undersigned, for release of honoraria for the HHWs.

P.T.O.

The regular candidates will receive a fixed honorarium @ Rs. 400/- and contingent allowance @ Rs. 30/- per worker per month, from the date of commencement of their training programme.

Kindly acknowledge receipt of the letter.

Yours faithfully,

B. Bhattacharjee
(Dr. B. Bhattacharjee),
Chief of Health

Memo No. 35/1(8)/CMDA/Health/Selection of ITW/C-94/IPP-VIII Dt. 18.01.95
Copy forwarded for favour of information and necessary action to :-

1. The Secretary, CMDA & Project Director, IPP-VIII
2. The D.G.O.F, C.M.D.A.
3. Shri S. K. Sen, Dy. Secy. (IPV), CMDA
4. Shri B. De, Advisor-PPI & OSD, Ganga Action Plan, CMDA
5. Col. H.G. Gangopadhyay, Advisor (Health, CMDA)
6. Dr. S. C. Roy, Dy. Chief of Health, IPP-VIII, CMDA
7. Dr. S. K. Bhattacharjee, IPP-VIII, CMDA
8. A.C.F.A. Health Administrative Unit, CMDA.

(Dr. B. Bhattacharjee)
Chief of Health



Office of the Chief of Health,
IPP-VIII, 3rd Floor, 'G' Block,
Unnayan Bhawan, Salt Lake, Cal. 91

**Calcutta
Metropolitan
Development
Authority**

Unnayan Bhawan, Bidhan Nagar, Calcutta-700 091,

Sector

Floor

No. 428 / C.M.D.A. / H.E.H. / G. 32 / IPP-VIII / W(05)/22 Date: 28.3.96

From : Dr. S.K. Bhattacharjee (Actng),
Chief of Health, (Actng)
IPP-VIII, C.M.D.A.

To : The Chairman/Mayor,
Municipality/
~~Municipal Corporation/Notified Area Authority~~

Sub : Selection of 1st Tier Supervisors from amongst the HHWs for the HAUs, established in HAUs of the different Municipalities/Municipal Corporation/Notified Area Authority under IPP-VIII Programme, CMDA

Sir,

The HHWs of HAUs, established in your Municipality/Municipal Corporation/Notified Area Authority will be completing six months or already completed six months experiences in field works.

As per the norms laid down for the purpose for 1st Tier Supervisors, they are to be selected from amongst the HHWs, who have at least six months working experience as HHW.

I, would, therefore request you kindly to select the 1st Tier Supervisor @ 1 per Sub-centre from amongst the regular HHWs in respect of HAUs already established and no. of Sub-centres already functioning in your Municipality in consultation with the board suggested by you.

Selection Board for 1st Tier Supervisor from regular HHWs

1. Chairman of the Municipality/
Mayor or his representative _____ Chairman
2. Health Officer _____ convenor secretary
3. Commissioner, looking after the Health matter

Member

..... 2

While selecting the candidates, following criteria may
kindly be taken into consideration :

- A. Essential qualification
The age limit should be 35-years and above
- B. Educational qualification
Class VIII passed and is able to read and write in Bengali
- C. Desirable qualifications
- i) School Final and above;
 - ii) Performance report in the post evaluation test after completion of HHWs training;
 - iii) Attendance and field activities;
 - iv) Performance & compilation of Baseline survey data and family schedule ;
 - v) Performance for maintaining records and registers; and
 - vi) Aptitude for leadership

On receipt of the lists of the candidates, a comprehensive training of four weeks for the selected candidates will be arranged from this end.

The resultant vacancies of the HHWs thus created will be filled up from the empaneled candidates from the same Block/Ward.

The 1st Tier Supervisors will be entitled to get honorarium at the rate of 500/- (Rupees five hundred only) and contingency allowances at the rate of Rs. 50/- (Rupees fifty only) per month.

Yours faithfully.

(DRS. K. BHATTACHERJEE)

(Acting Chief of Health, IPP-VIII, C.M.D.A.)

Enclosure:-

1. Performance report of post evaluation test of HHWs.
2. Draft order for engagement of 1st. Tier Supervisor.

Draft order for engagement of 1st Tier Supervisor
by the _____
under Family Welfare Programme for Urban Slums(IPP-VIII)

Smt. _____ who has been selected by the Selection Committee is hereby engaged as 1st Tier Supervisor on Part-time basis at a consolidated and fixed honorarium of Rs. 500=00 (Rupees five hundred only) and contingency allowances at the rate of Rs 50/- (Rupees fifty only) per month on the following terms and conditions :-

- (1) She will work as part-time worker purely on "No work no payment" basis for _____ months w.e.f.
- (2) Her engagement as part-time 1st Tier Supervisor will not entitle her to any right to any service of permanent/ temporary or any other nature at any time in future.
- (3) Specific duties to be performed are :
 - a) To monitor performance of the HHWs in a particular Sub-centre allotted to her.
 - b) To scrutinize entries in family folder by the Honorary Health Workers and to allot family schedules to HHWs every day.
 - c) To go out in the field to guide HHWs specially weaker ones in discharging their assigning duties.
 - d) To receive supply of vaccine and Sera from the HAU in Laminated Tharmocal container covered by ice cubes and to return the unused vaccine to HAU on the same day will provided in the same container.
 - e) To implement immunisation at per fixed schedule and to keep records for the same.
 - f) To maintain proper records of weight of the childred in he register, maintained for the purpose & to distribute nutrition packets.
 - g) To hold meetings and discussions with local women.
 - h) To compile weekly reports on performance of 5 blocks. and submit the same to 2nd Tier Supervisor on weekly meeting days.
 - i) To hold regular meetings with HHWs and discuss to solve field problems encountered by them.
 - j) To organise and implement MCH service at the Sub-centre level.

k) To perform any other duties assigned by the Health Officers.

- (4) The fixed honorarium will be paid on satisfactory performance of duties as specified above on "no work no payment" basis.
- (5) She will be liable to dismissal without assigning any reason and or without any notice if she fails to perform her duties properly.
- (6) She will also abide by the rules and regulations which will be issued by the Municipal authorities relating to IPP-VIII Health Programme.

Mayor/Chairman/Municipal Corporation/Notified Area Authority.

**Calcutta
Metropolitan
Development
Authority**

NO. 1333(41)/CMDA/Health/PW(US)/P-32/IPP-VIII/96. Dt. 12.11.97.

From : The Chief of Health,
1PP-VIII, CMDA.

To : The Mayor/Chairman,

Sub : Guideline for engagement of Second Tier Supervisors under IPP-VIII Health Programme.

Sir,

The matter relating to engagement of part-time 2nd Tier Supervisor under IPP-VIII Health Programme with qualified candidates (preferably female) having working experience in the field of community based health activities with special emphasis on family welfare activities was under active consideration for some time past.

In consideration of above it has been decided to engage in the existing vacant posts of 2nd Tier Supervisor under IPP-VIII and subsequent vacancies in future in Health Administrative Units will be filled up from the candidates (preferably female) with the following minimum educational qualifications and working experience in the field of community based health activities :-

- A)(1) Passed School Final Examination from the Board/Body recognised by the Government.
- (2) Minimum age should be 35 (thirtyfive) years on the date of interview for final selection.
- B)(1) Candidates who have been doing community based health activities with special emphasis on similar out reach service delivery like IPP-VIII.
- (2) Having working experience as First Tier Supervisor in CUDP-III, CSIP, IPP-VIII for a period of 5 yrs. or more will be desirable.
- (3) The period of working experience may be relaxed in case of candidates with exceptional qualification/experience.

These posts are temporary, part-time ~~one~~ and engagement will be made on honorary basis for a period not more than six months at a time with a fixed honorarium of Rs.850.00 (Rupees eight hundred fifty) only per month (since revised).



PAGE : 2

**Calcutta
Metropolitan
Development
Authority**

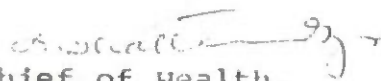
Dated :

The preliminary selection will be made at the level of the respective Municipal Bodies from amongst the intending candidates with requisite qualifications and experiences. Final selection from the preliminarily selected candidates will however be made by a Committee constituted for the said purpose by CMDA.

It is, therefore, requested kindly to forward within 31.12.97 the names of the preliminarily selected First Tier Supervisors as per enclosed proforma duly signed by the Mayor/Chairman to the undersigned for final selection to fill up the existing number of such vacancies at the earliest

This order is issued in supersession of all earlier orders and guidelines on this subject.

Enclo : Proforma.

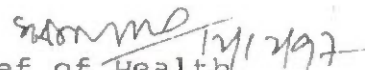

Chief of Health,
IPP-VIII, CMDA.

12-12-97

No. 93/1(20)/CMDA/Health/FW(US)/IPP-VIII/96. Dated : 12-12-97.

Copy forwarded for information and necessary action to :-

1. The Secretary, CMDA & Project Director, IPP-VIII.
2. The Dy. Secretary (Programme), CMDA.
3. _____ Dy/Chief/Asstt. Chief/
Project Officer, IPP-VIII, CMDA.


Chief of Health,
IPP-VIII, CMDA.

b/c

OFFICE OF THE MUNICIPAL COUNCILLORS, BHATPARA

Address: 1/1, West Ghosh para Road, P.O. - Kankinara, Dist.24 Parganas(N), Pin - 743126
Tele: 2581-2082, 2581-9515, 2581-9514, Fax: 2581-1318, email; bhat 09@ yahoo.com

From:

Arjun Singh, M.L.A.

Chairman
Bhatpara Municipality

To:

The Director

SUDA,ILGUS Bhawan.
Salt Lake City.
Kolkata - 106.



Ref. No. U-s/DR-1/618 .

Date. 29.05.2014

Sub: Term and Conditions of Engagement of personnel
UPHCS(erstwhile IPP-VIII)

POCH
29/5/14

Sir,

In response to your Mail dated 20.05.14(Ref No- SUDA- Health/538/09/22(52) regarding furnishing copy of engagement orders fixing terms & condition of HHW and other Staffs in erstwhile IPP-VIII Scheme, We have checked our old records and we have found that no individual Engagement orders were given. Letters issued to Individual for interview in Unnayan Bhawan, Kolkata and Training in IPPP-VIII Programme, subsequently trained personnel Joined work.

Therefore no such engagement letter fixing terms & conditions are available to produce before you.

Thanking you,

Arjun Singh

Chairman
Bhatpara Municipality

Enclosure: Copy of Interview letter &
letter given to Individuals.

BHATPARA MUNICIPALITY

P. O. BHATPARA

Sir / Madam,

Health Programme of IPP VIII under CMDA will be started in the area of Bhatpara Municipality in 1995. In this respect Training programme of Honorary Health Workers under IPP VIII will be started on 2nd January 1995 at 3 PM at **Premchand Satabarshiki Bhawan**.

Sri Bidyut Ganguly, Minister of State in-charge, Commerce and Industry Govt. of W. B. will inaugurate the training at 3 P.M. on that date. **Sri Nandadulal Bhattacharyya**, Sabhadhipati, North 24-Parganas, Zilla Parishad will also be present on this occasion.

Your presence is co-ordinally desired.

25th Dec. '94

BHATPARA

24-PARGANAS (N)

Ram Prosad Kundu

Vice-Chairman

BHATPARA MUNICIPALITY

Tinkory Modak

Chairman

BHATPARA MUNICIPALITY

242

From: Sri Kamalash Banerjee,
Executive Officer,
Bhatpara Municipality

Smt. Meenakshi Tanwar.
9/2, Ghatpura Lane No. 10, Bhatpara

Sub:- Interview for H.H.W for IPP VIII (Health Programme) for Unit No. 1 Rabindra Park, Kankinara.

You are hereby requested to appear before the Interview Board for H.H.W. with all certificate/testimonials in original on 1st August, 1994 at 11 A.M. at Unnayan Bhawan (^{3rd} 5th floor), G-Block Salt Lake, Calcutta.

No T.A. would be admissible.

Bhavarajali
Executive Officer, 20/7/94
Bhatpara Municipality

OFFICE OF THE MUNICIPAL COUNCILLORS
B H A T P A R A

6/45

From:- Shri Tinkori Modak,
Chairman,
Bhatpara Municipality

To: Smt

Sona Paul

SD E. Ghosh Paul
Bhatpara

Sub:- Final selection of HHs for V & VI H.A. Units
under IPP VIII Health Programme at Bhatpara
Municipality.

Madam,

In connection with the above subject you are advised to appear
before the Selection Committee on 18.3.98 at 11 A.M. at 3rd floor,
'G' Block, Unnayan Bhavan, Salt Lake, Calcutta with original
certificates, age proof certificate and residential certificate
for interview.

Please note that no T.A. / D.A. is admissible for ^{the} journey.

Yours faithfully,

[Signature]
Chairman,
Bhatpara Municipality



**THE KOLKATA MUNICIPAL CORPORATION
OFFICE OF THE CHIEF MUNICIPAL HEALTH OFFICER
5, S. N. BANERJEE ROAD, KOLKATA – 700 013**

No. : H/00/37/14-15

Date : 04.06.2014

From
Chief Municipal Health Officer
The Kolkata Municipal Corporation

To
The Director, SUDA
Health Wing,
'ILGUS BHAVAN'
M.C. Block, Sector – III, Bidhannagar,
Kolkata – 700091



Re: SUDA-Health/539/09/22(52) dt.20.05.2014

Sub: Request for furnishing copy of order fixing Terms and
Conditions of engagement of personnel under UPHCS.

Dear Sir / Madam,

Please refer to your above-mentioned memo on the above noted subject.

In this respect I hereby submit some photocopies of documents relating to engagement of Honorary Health Worker dt 24.05.1989 where in terms & conditions of engagement have been mentioned (Annexure – I). A photocopy relating to temporary engagement of one Clerk (part time) at HAU – 70 (Old) under Br – VIII under CSIP (H) dt.10.02.2005 also show some terms & conditions of such engagement (Annexure – II)

Enclosed also find 2 temporary engagement letters issued on 27.07.1992 & 25.06.2009 respectively to one Smt. Monika Sen as H.H.W who was asked to undergo Training where some terms & conditions were also laid down (Annexure – III) and other to Smt. Aparna Mitra (Mondal) who was also engaged temporarily as H.H.W. dt. 25.06.2009 under Br-II where in some terms & conditions are laid down (Annexure –IV).

These are all we could find out from old records regarding terms & conditions of engagement of personnel under UPHCS.

Thanking you,

Yours Sincerely,

[Signature]
04/6/14
Chief Mpi. Health Officer
The Ko' Mpi. Corp
e.s.

No 196/H/88 89

Date - 24.2.89.

The candidates appearing in this list have been selected by the Central Selection Body set up by CMDA for engagement as Honorary Health Workers in Garden Reach Unit, the Calcutta Mpl. Corporation. Their services may be utilised as part-time workers on honorary basis. The candidates are directed to report to Medical Officer-in-Charge of C.U.D.P.-III Health Programme at H.H.U. at Garden Reach Maternity Hospital on 1-3-1989.

Sl.No.

Name and Address of the Candidates.

1.	Smt. Santa Dey, 2-312, Umesh Neogy Road
2.	Smt. Jyostna Das, R-78, Lichu Bagan
3.	Smt. Archana Dhara, Q-553/B, Shimpukur Lane
4.	Smt. Pramila Halder, 2-3/287, Riverside Road
5.	Smt. Bina Sarkar, J-98, Ramashwarpur Road
6.	Smt. Manju Das (Chose), 2-3/1, Lenin Road,
7.	Smt. Mandira Banerjee, Q-175/D, Dewan Bagan Lane,
8.	Smt. Chabi Biswas, J-377/A, Hari Babu Pally Lane
9.	Smt. Mridula Paul, 2-3/61/1, Nadial Road,
10.	Smt. Arati Zoardar, 2-3/43, Lenin Road.

The candidates are to be engaged as Honorary Health Workers for a period of 3 (three) months on the following terms and conditions :-

- a) They are engaged purely as part-time honorary workers at a fixed honorarium for performing specific duties indicated at (b) below.
- b) The honorarium of Rs.200/- per month will be paid to each worker (at the rate of Rs.50/- per week) for performing the following items of work :-
 - i) Motivation or Family Welfare Work, maintenance of eligible couple register and family folders and undertaking promotion of health education work.
 - ii) Distribution of Nutrition Packets, Oral rehydration Salt Packets (ORS), Commc. medicines and drawing of blood slides in fever cases.
 - iii) Immunisation work, assist beneficiaries as well as Health workers in work of extension of health and F.W. and M.C.H. services, calling health workers and doctor for treatment of patients.
 - iv) Undertake referral services and ensure community participation.
- c) They will be liable to dismissal without assigning any reason and/or without any notice if they fail to perform their duties properly or due to circumstances which may not require their services.
- d) The engagement of HHWs will not entitle them to any right to/ guarantee for permanent, temporary, casual or of any such nature at any time in future.
- e) They are also required to discharge other functions, if necessary besides the duties noted in sub para (b) above under instructions of their superiors for the interest of programme.
- f) They will also abide by the rules and instructions which will be issued by the Authorities from time to time.

Graham
24/2/89

Executive Health Officer
(Convenor, Local Co-ordination Committee
C.U.D.P. - III Health Programme, G. R. Unit).

THE KOLKATA MUNICIPAL CORPORATION
36 Ballygunge Circular Road, Kolkata-19

No. KMC/CSIP/H/09/Estt.

C S I P. (H), KMC. Department

10th February 2005.

In replying
please quote the
number and date
of this letter.

From : O. S. D. (Health)
The Kolkata Municipal Corporation

To : Smt. Gopa Ghosh (Lahiri)
180A/1, Picnic Garden Road
Kolkata-700 039

Sub : Temporary engagement of Clerk (Part Time) at HAU-70 (Old)
in Br. VIII under CSIP(H) Pgme

You are hereby informed that you have been engaged as Clerk (Part Time) temporarily for HAU- 70 (Old) in Br. VIII under CSIP(H) Pgme vide approval of the Municipal Commissioner ~~approved~~, dated 03.02.05.

The engagement is purely on temporary ~~basis~~ and 'No work, No payment' basis ~~for three months~~, with effect from the day she reports for duty.

This engagement will not entitle her to any right to any service or permanent/temporary or any other nature in future.

She will be liable to dismissal without assigning any reason thereof any/without notice if she fails to perform her duties properly or due to circumstances which may not require her services.

She will also abide by the rules and instructions, which will be issued by the Mpl. Authority from time to time.

She will be entitled to draw a consolidated honorarium of Rs. 1100/- (Rupees one thousand one hundred only) per month from the date of her joining and to be renewed after completion of one year.

You are requested to report to the Medical Officer incharge of HAU-70(Old) at 13A Swin-hoe-lane, Kolkata-42 and your duty hours will be as per the instructions of the Medical Officer incharge of the HAU.

Copy to :-

1. The O.S.D. (Health)
U.H.I.P.U, K M D A
Unnyan Bhavan, Salt Lake
Kolkata-91
2. Dy. Ch. Mpl. H. O. (Project)
K M C
3. Ex. H.O., Br. VIII
4. MO. i/c HAU- 70(Old)
5. Mpl. Accts, HPU(Health)
6. Accts-Sec, CSIP(H).

O. S. D. (Health)

O. S. D. (Health)

Kolkata Municipal Corporation

The Calcutta Municipal Corporation,
HEALTH DEPARTMENT,

Dated, the 27 July 92

Smt.

Monika Sen
30/ Kumarpara Lane
Cal-42

She is hereby informed that the Central Selection Committee of the C.M.D.A. for O.D.A. health activity has selected you/~~placed you in the approved list of panel as~~ Health Worker under the O.D.A. Project in Ward 91 Health Administrative Unit.

Training will commence on 3 Aug 92 at 13A, Swinhoe Lane, Cal at 11 AM

You are hereby advised to report to the undersigned on 3 Aug 92 at 1030 AM at 13A, Swinhoe Lane, Cal for enlistment and necessary instruction.

You are hereby advised that this is purely an ad-hoc deployment on a temporary basis for the project period and will not entitle you to any appointment under the C.M.C. You will also have to provide a written undertaking that you will not individually or in a group claim appointment under C.M.C.

M. Blaney
DEPUTY CHIEF MUNICIPAL HEALTH OFFICER.



THE KOLKATA MUNICIPAL CORPORATION

Office of the Chief Municipal Health Officer

5, S.N. Banerjee Road, Kolkata 700 013

No. CUDP-III/HHW/06/0710

Dt 25.06.2009

To.
Smt. Aparna Mitra (Mondal)
51/A, Shikhar Bagan Street,
Kolkata

Sub. : Temporary engagement as Honorary Health Worker (HHW) in HAU Ward
No. ...XX... under Borough no. ...II... under CUDP-III/KSIP(H)/IPP-VIII.

She is hereby informed that she has been engaged temporarily as Honorary Health Worker (HHW) in HAU Ward no. XX under Borough no. II Under CUDP-III/KSIP(H)/IPP-VIII from the final selected list of Central Selection Committee of KMDA, as per clearance of SUDA and the engagement duly approved by the Municipal Commissioner, KMC dated 19.06.2009.

She will be entitled to draw an Honorarium including fixed contingency @ Rs. 2000/- per month from SUDA and a sum of Rs. 2000/- per month as Tiffin & Conveyance Allowance from KMC.

She is requested to report to the Ex.H.O., Br. II, immediately on receipt of this letter. Ex. H.O., Br. II will allow her to join after observing all necessary formalities.

Terms & Conditions :

1. She will work purely on 'No work no pay' basis.
2. The engagement will not entitle her to any right to any service under KMC at any time in future.
3. She will be liable to dismissal without assigning any notice if she fails to perform her duties properly or due to circumstances which may not require her services.

Dy. Chief Municipal Health Officer (Project)

By. Chief Municipal Health Officer
The Kol. Mpl. Corporation.

Copy forwarded to

1. Ex H.O., Br. II
2. Mpl Acctt., IFU (Health) / CUDP - III
3. Dealing Assistant, CUDP - III / KSIP (H) / IPP - VIII
4. Guard File

Aparna Mitra (Mondal)



OFFICE OF THE MUNICIPAL COUNCILLORS
ENGLISHBAZAR MUNICIPALITY, MALDA

Netaji Subhas Road, Malda. Pin-732101

E-mail : englishbazarmunicipality@gmail.com ■ website : www.englishbazarmunicipality.com ■ Office : (EPABX) : 03512-252029 ■ Fax : 03512-253329

Memo No. 382/VII/211/14.15

Date 07.06.14

From: Chairman,
Englishbazar Municipality, Malda.

To: The Director,
State Urban Development Agency,
Govt. of West Bengal,
ILGUS Bhawan, H.C. Block, Sector-III,
Bidhannagar, Kolkata-91.



POLH

[Handwritten signature]

Sub : **Furnishing copy of order fixing Term & Condition of
engagement of the personnel under UPHCS**

Ref : SUDA-Health/538/09/22(52) dt. 20.05.2014.

Sir,

With reference to the above noted subject, I am to furnish herewith the copies of orders fixing term & condition of engagement of the personnel under UPHCS (erstwhile IPP-VIII(extn)).

This is for your kind information & taking necessary action.

Yours faithfully,

Encl : **As stated above.**

[Signature]
Chairman,
Englishbazar Municipality, Malda.

No. _____

Date, _____

Copy forwarded for information and necessary action to: -

1. The Jt. Secretary, Municipal Affairs Department, Kolkata.
2. The Project Officer, UPHCS, SUDA, Ilgus Bhawan, Bidhannagar, Kol-91
3. The A.D.M(D) & The Project Director, UPHCS, Malda.
4. The Councillor-in-charge, UPHCS, E.B.M, Malda.
5. The Executive Officer, E.B.M., Malda .
6. The Finance Officer, E.B.M., Malda.
7. Dealing Assistant, UPHCS, E.B.M., Malda

Chairman,
Englishbazar Municipality, Malda.

Office of the Board of Councillors
Englishbazar Municipality, Malda

ORDER No - 73

Dated, Malda, the 11th June, 2004

IN TERMS of Govt. Order No. 85/MA/P/C-10/25-2/2003, dated 14.01.2003 of the Department of Municipal Affairs, Govt. of West Bengal; Shri Barna Pada Mukherjee son of Lt. Priolal Mukherjee of Vill. Maheshmali, Malda is hereby engaged to the Post of Urban Health Improvement Organizer for Englishbazar Municipality under IPP-VIII (Extn.) in purely year-to-year contract on a monthly consolidated remuneration of Rs. 4,500/- (Rupees Four Thousand and Five Hundred) only with effect from his date of joining to the post.

It is also ordered that Shri Mukherjee will work mainly for Post Project maintenance Work in the Municipal area under IPP-VIII (Extn.) and he shall keep close liaison with the Medical Superintendent of Matri Sadan, in the field of Administrative/ Financial Management of Matri Sadan (OPD cum MH), all Health Posts as well as the Health Workers/ Supervisors.

The order will take immediate effect.

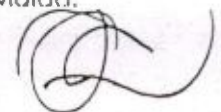
SD/-
Chairman

Englishbazar Municipality,
Malda

Memo No. 963/VIII-11/04/05 (11)
Copy forwarded for information & necessary action to:-

Date: 11.06.2004

1. The Project Officer, Health, SUDA, Ilgus Bhawan, Salt Lake, Kolkata-91 with a request to arrange fund in terms of the aforesaid G.O.
2. The Addl. District Magistrate (G), & Project Director, IPP-VIII (Extn.), Malda
3. Smt. Sumala Agarwala, Councillor-in-Charge, IPP-VIII (Extn.), EB Municipality.
4. The Executive Officer, EB Municipality.
5. The Finance Officer, EB Municipality.
6. The Special Officer, EB Municipality.
7. The Medical Superintendent, Matri Sadan (OPD cum MH), Malda.
8. The Accountant, EB Municipality with a request to make payment of remuneration in terms of aforesaid G.O.
9. Shri Indrajit Dutta, C/S., Matri Sadan (OPD cum MH), Malda.
- ✓ 10. Dealing Clerk, IPP-VIII (Extn.), EB Municipality.
11. Shri Barna Pada Mukherjee, S/o. Lt. Priolal Mukherjee, Maheshmali, Malda.



Chairman
Englishbazar Municipality,
Malda

Order No. 106

Dated, Malda, the 24/7 July, 2003

Smt. Puspita Sarkar had been worked as A.N.M for immunization programme under IPP-VIII(Extn), Englishbazar Municipality, Malda as per Order No. 46 dt. 7.11.2001 of IPP-VIII(Extn), Englishbazar Municipality, Malda. But Smt. Sarkar has been unauthorized absent from the beginning without any prior permission from the authority. So that, the regular immunization programme is badly hampered due to her absence.

So, I do hereby order that the service of Smt. Puspita Sarkar has been terminated with effect from 1.1.03 and an efficient and responsible ex-worker under IPP-VIII(Extn) named as Smt. Aloka Chakraborty, W/O Late Probodh Kr. Chakraborty of Vivekanandapally, Malda be engaged as A.N.M. on purely temporary basis for one year @ Rs. 1,250/- (Rupees One thousand two hundred fifty) only as consulted pay per month in place of Smt. Puspita Sarkar which is recommended by Smt. Sumala Agarwala, Councillor-in-charge and approved by Project Director & A.D.M(G), Malda on 24.07.03.

This order shall take immediate effect.

Inform all concerned.

Sd/-

Chairman,

IPP-VIII(Extn),

Englishbazar Municipality, Malda

OFFICE OF THE MUNICIPAL COUNCILLORS
ENGLISHBAZAR, MALDA.

Memo No. 660/VIII-11/03.04 (9) Date, 24.7.03

Copy forwarded for favour of information and taking necessary action to :-

1. The Advisor (Health), SUDA.
2. The Project Director, & A.D.M(G), Malda, IPP-VIII(Extn).
3. Councillor-in-charge, IPP-VIII(Extn), E.B.M.
4. Executive Officer, E.B.M.
5. Accountant Asstt, IPP-VIII(Extn), E.B.M.
6. Chandan Datta, Dealing Asstt. IPP-VIII(Extn), E.B.M.
7. Smt. Mani Dey, A.N.M., IPP-VIII(Extn), E.B.M.
8. Smt. Puspita Sarkar, D/O Birendra Nath Sarkar, Vill-Saktighar P.O. Gouramari, Dist. Malda.
9. Smt. Aloka Chakraborty, A.N.M., IPP-VIII(Extn), E.B.M.

Chairman,

IPP-VIII(Extn),

Englishbazar Municipality, Malda

24/7

ORDER NO. 32

Dated, the 30 th July, 2001

Following staff are requested to sit at the Health Post noted against their names from 01.08.2001 sharp. They will attend the Health Post at usual office hours in order to distribute the Medicine and other works as and when it will be entrusted to them.

This order will take immediate effect.

<u>S/No</u>	<u>Name of Officer</u>	<u>Name of Health Post</u>
1.	Sri Aloke Ranjan Roy (Store-keeper)	Subhashpally H.P.
2.	Smt Smt Mani Dey (ANM)	-do-
3.	Sri Nayan Kumar Biswas (Store-keeper)	Buraburitala H.P.
4.	Smt Swagata Das (ANM)	-do-

Sri Jagannay Bhattacharjee, Clerk will take necessary action / arrangement of distribution of Medicines, Furniture to the respective Health Posts immediately.



Chairman,

IPP-VIII(Extn) Project,

Englishbazar Municipality, Malda.

Memo No. 110/IPP-VIII(Extn)/RCH/2001-2002/(6) Dated 30.07.2002

Copy forwarded for information and taking necessary action to :-


1. The Councillor-in-charge, IPP-VIII(Extn), EBM, Malda.
2. The C.D.Specialist, IPP-VIII(Extn), EBM, Malda.
3. Sri Aloke Ranjan Roy, Sri Nayan Kumar Biswas, Smt Mani Dey and Smt Swagata Das.



Chairman,

IPP-VIII(Extn) Project,

Englishbazar Municipality, Malda.

o/c 

**OFFICE OF THE PROJECT DIRECTOR IPP-VIII(EXTN) PROJECT
ENGLISHBAZAR MUNICIPALITY, MALDA**

Memo No. 247/IPP-VIII(Extn)/RCH/2001-2002

Dated 15.12.2001

From : Chairman,
IPP-VIII(Extn) Project,
Englishbazar Municipality, Malda
To : The Advisor (Health),
SUDA, Ilgus Bhavan, H.C.Block,
Sector-III, Cal-91.

Sub : Ward / Block wise list of HHW's as per format.

Sir,

The list of HHW's Ward /Block wise as per format are as under.

Ward No.	Block No.	Name of HHW
-	-	Shukla Ghosh (FTS)
1	1	Sabitri Halder
1	2	Renuka Adhikari ✓
1	3	Pratima Chaudhury
1	4	Laxmi Das
2	5	Sefali Kar ✓
2	6	Rita Sarkar
-	-	Tuku Paul (FTS)
3	7	Jayashree Sarkar
3	8	Ratna Das
3	9	-----
3	10	Bina Mandal
3	11	Bandana Ghosh
4	12	Shibani Chattarjee
-	-	Gita Mukharjee (FTS)
5/6	13	Anamika Saha
8/7	14	Santana Dutta
8	15	Sova Das ✓
8	16	Sunanda Chaudhury
8	17	Lila Rajak
-	-	Lila Sarkar (FTS)
9	18	Jayanti Dutta
9	19	Tanjima Khatun
9	20	Mira Rani Jha ✓
9	21	Baby Basak
10	22	Tripti Kundu

Contd to ...2

(2)

Ward No.	Block No.	Name of HHW
-	-	Basanti Ghosh (FTS)
10	23	Sudha Karmakar
11	24	Latika Mahato
11	25	Jahanara Begam
11	26	Dwiti Baral
11	27	Iti Kundu
-	-	Chanchala Das (FTS)
12	28	Minati Chaudhury
12	29	Reba Dutta
13	30	Sima Das
13	31	Pratima Chaudhury
13	32	Santana Mukharjee
-	-	Dulu chaudhury (FTS)
14	33	Monorama Roy
14	34	Sabita Roy
15	35	Monowara Begam
15	36	Krishna Goswami
-	-	Rekha Roy (FTS)
16	37	Mani Mala Das (Sen)
16	38	Jashmin-Ara Begam
17	39	Jayanti Ganguli
17	40	Anju Chaudhury
17	41	Pratima Majumdar ✓
-	-	Gopa Das (FTS)
18	42	Anawara Bibi
18	43	Sabita Das
19	44	Gita Chakraborty
19	45	Rina Bibi
-	-	Supriti Ghosh (FTS)
20	46	Safeda Bibi
20	47	Papia Sarkar
21	48	Bisakha Biswas
21	49	Aktari Begam
-	-	Sampa Majumdar (FTS)
21	50	-----
21	51	Mahamaya Sen
22	52	Suniti Dutta ✓
22	53	Nilima Dey
22	54	Maya Biswas

Contd to.... 3

(3)

Ward No.	Block No.	Name of HHW
-	-	Reba Saha Roy (FTS)
23	55	Saraswati Das
23	56	Soma Guha
23	57	Debi Mishra ✓
23	58	Sikha Das Sarkar
23	59	Utpala Das Sarkar
23	60	Anjali Karmakar
23	61	Sakuntala Karmakar
-	-	Shukla Barman (FTS)
24	62	Santana Das
24	63	Laxmi Biswas
24	64	Janaki Saha Goldar
24	65	Sabita Roy Mukharjee
-	-	Chhabi Ghosh (FTS)
25	66	Arati Ghosh
25	67	Reba Roy
25	68	Sabitri Barman
25	69	Rina Roy
25	70	Kabita Saha
25 24	71	----- Sharmila Halder

Yours faithfully,



Chairman,
IPP-VIII(Extn) Project,
Englishbazar Municipality, Malda.

Memo No 247 /IPP-VIII(Extn)/RCH/2001-2002/()

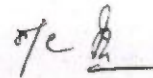
Dated 15.12.2001

Copy forwarded for favour of information and taking necessary action to :-

1. The Project Director IPP-VIII(Extn) Project & ADM(G) malda.
2. The Councillor-in-charge, IPP-VIII(Extn) Project, EBM, Malda
3. The C.D.Specialist, IPP-VIII(Extn) Project, EBM, Malda.



Chairman,
IPP-VIII(Extn) Project,
Englishbazar Municipality, Malda.



OFFICE OF THE PROJECT DIRECTOR
IPP-VIII(EXTN) PROJECT
ENGLISHBAZAR MUNICIPALITY, MALDA

Memo No. DI/IPP-VIII(Extn)/RCH/2001-2002

Dated 13.07.2001

From : Chairman,
IPP-VIII(Extn) Project,
Englishbazar Municipality, Malda.
To : The Advisor (Health),
SUDA, Ilqus Bhavan, H.C.Block,
Sector-III, Cal-91.

Sub : Engagement of Man power under IPP-VIII(Extn)
of Englishbazar Municipality against vacant post.

Sir,

In reference to the above subject I would like to inform you that following man power have already been engaged in the Englishbazar ULB under IPP-VIII(Extn) on 30.06.2001.

Selection of Man power has done through interview conducted by the selection committee. Name of the candidates have collected through advertisement in the local news paper. Following candidates have already joined their duty.

HHW - 9 Nos.

1. Smt Santana dutta
2. Smt Anamika Saha
3. Smt Monimala Das Sen)
4. Smt Jharna Haldar
5. Smt Tripti Kundu
6. Smt Gita Chakraborty
7. Smt Jonaki Saha (Goldar)
8. Smt Kabita Saha
9. Smt Reba Roy

ANM - 1 No.

1. Smt Mani Dey

Staff Nurse -1 No.

1. Smt Lipika Sarkar

Lab Technician cum store-keeper - 1 No.

1. Sri Himadri Das

All those appointments had already been approved in the L.C.C. meeting held on 28.06.2001.

You are requested to give approval of their appointments.



Chairman,

IPP-VIII(Extn) Project,
Englishbazar Municipality, Malda.



OFFICE OF THE PROJECT DIRECTOR
IPP-VIII(EXTN) PROJECT
ENGLISHBAZAR MUNICIPALITY, MALDA.

Memo No. 91/IPP-VIII(Extn)/RCH/2001-2002/1(3) Dated 13.07.2001

Copy forwarded to the following for favour of information and taking necessary action :-

1. The Project Director IPP-VIII(Extn) & ADM(G) Malda.
2. The Councillor-in-charge, IPP-VIII(Extn), ESM, Malda.
3. The C.D.Specialist, IPP-VIII(Extn), ESM, Malda.


Chairman,

IPP-VIII(Extn) Project,
Englishbazar Municipality, Malda.

s/c 

**OFFICE OF THE MUNICIPAL COUNCILLORS
BHADRESWAR, DIST. HOOGHLY**

Memo No: **Health/3858**

Dated, Bhadreswar, the 14th June, 2014

16 JUN 2014

From: **Sri Dipak Chakrabartty,**
Chairman, Bhadreswar Municipality

To The Director,
SUDA, Health Wings,
ILGUS Bhavan, HC-Block, Sector-III,
Bidhannagar, Kolkata - 700106.

po(x)

2

reply



Sub: Request for furnishing copy of order fixing
Term & Conditions of engagement of the
Personnel under UPHCS.

Ref: Memo No. SUDA-Health/538/09/22(52) dt. 20/05/2014

Sir,

With reference to above I am to forward herewith the copy of appointment order available in this office for taking necessary action.

Yours faithfully,

Chairman,
Bhadreswar Municipality.

OFFICE OF THE MUNICIPAL COUNCILLORS
BHADRESWAR, DIST. HOOGHLY

From : **Sri Dipak Chakrabartty,**
Chairman, Bhadreswar Municipality

Memo No:Health/1620

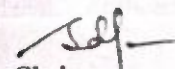
Dated, Bhadreswar, the 12th Mar., 2013

Dr. Ranadeb Roy who was selected by the selection committee is hereby engaged as Medical Officer on contractual basis at a fixed remuneration of ₹ 17,000/- (Rupees Seventeen thousand) only and fixed mobility allowance of ₹ 3,000/- (Rupees Three thousand) only per month for implementation of Urban RCH Programme of National Rural Health Mission vide Memo No. SUDA/Health/451/12/317(85) dated 04/02/2013 for the period upto 31/03/2013 which may be renewed subject to further approval by the Govt. of India.

Job responsibilities of Medical Officer

The Medical Officer will be responsible for following activities:-

- a. Provision of clinic-based RCH services including management of referred cases.
- b. Monitoring and supervision of ANM/GNMs.
- c. Data management.
- d. Participating and facilitating in training, workshops, meeting etc.
- e. Maintaining liaison with other stakeholders providing RCH services to the Municipality.
- The headquarters of Medical Officer will be at HAU or Municipality. The Medical Officer will report to and work in consultation with and under the supervision of the Health Officer of the Municipality.
- MO will provide RCH services from the UHCs on a rotational basis on pre-fixed days. He will provide out patient clinical care for patients, including the referred cases, insertion of IUDs etc. with a focus on women and children.
- Weekly routine: With an objective to improve RCH services in the Municipality, in a week, he will provide OPD services including RCH services on three days at three UHCs on a rotational basis: Planned supervision-monitoring of RCH services in different areas of the ULB on one day; and one day each for attending meetings of UHC by rotation and at HAU/Municipality with all ANM/GNM and other stakeholders including the Municipal Health Officer and the concerned ACMOH. The MO will also attend the monthly Health MIES meeting at the district HQ.
- MO will guide and supervise the ANM/GNM in performance of her duties including the family survey in the UHC area and preparation of routine performance reports.
- MO will be responsible for consolidation of the performance report of the UHCs under the municipality and ensure that the same reaches the District Health authority through the Health Officer within first week of next month in the PHC reporting format as specified in Health Department Letter No. H/SFWB/713(18), dated 26/06/2012.
- Any other similar function as and when to be entrusted by ULB/SUDA/District Health Authority.

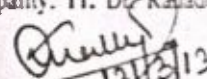

Chairman

Bhadreswar Municipality

Memo No:

Dated, Bhadreswar, the 12th March, 2013

Copy forwarded for information and necessary action to:- 1. The Director, SUDA, ILGUS Bhavan, Sector-III, Bidhannagar, Kolkata-106. 2. The Vice-Chairman, Bhadreswar Municipality. 3.-6. The Executive Officer / Health Officer / AHC&AC - Bhadreswar Municipality. 7.-10. The PTMO of 4 HAUs under CUDP-III & IPP-VIII under Bhadreswar Municipality. 11. Dr. Ranadeb Roy, 22+24/45/1, Firingi Danga Road, P.O. Mallickpara, Serampore, Hooghly, Pin.712203.


Chairman

Bhadreswar Municipality

O/C

**OFFICE OF THE MUNICIPAL COUNCILLORS
BHADRESWAR, DIST. HOOGHLY**

From : **Sri Dipak Chakrabartty,**
Chairman, Bhadreswar Municipality

Memo No: Health/1619

Dated, Bhadreswar, the 12th Mar., 2013

Mrs. Sunrita Gupta who was selected by the selection committee is hereby engaged as ANM/GNM on contractual basis at a fixed remuneration of ₹ 9,380/- (Rupees Nine thousand three hundred eighty) only per month in for implementation of Urban RCH Programme of National Rural Health Mission vide Memo No. SUDA/Health/451/12/317(85) dated 04/02/2013 for the period upto 31/03/2013 which may be renewed subject to further approval by the Govt. of India.

Job responsibilities of ANM/GNM:

The ANM/GNM will be responsible for following activities:

- a. Survey of UHC catchment area to define her target population.
 - b. Provision of RCH services and counseling from the UHC.
 - c. Undertaking field visits to track left-out and drop-out.
 - d. Preparing monthly report of the UHC.
 - e. Maintaining liaison with other workers providing similar services in the catchment area.
- She will be based at UHC and provide services at the other SCs as per need. A survey of families in the catchment area will be undertaken in the beginning of the activity in her designated area and repeated once a year. The FTS, STS and HHWs of the UHC area will also participate in the survey. The survey will determine her target beneficiaries and help in developing her micro-plan.
 - She will provide clinic based immunization service. ANC/PNC, provision of contraceptives management of ARI. Diarrhoea and other minor illnesses in children, management of RTI/STI counseling of various RCH issues. National assessment and growth monitoring of children, referral services including examination of cases referred by HHWs. ANM will conduct the clinic jointly with FTS and STS, wherever available.
 - Weekly routine: The ANM/GNM will provide 4 days clinic based services, including immunization clinic every Wednesday. Field visit in her catchment area will be 2 days per week, with focus on identifying and tracking left-out and drop-out beneficiaries. Micro-plan will be drawn-up based on the survey findings to plan her weekly schedule. Based on the needs identified by the survey. She may also have to conduct immunization clinics in adjacent Sub-centres, but most of the services will be provided from her designated UHC.
 - Every month, she will produce a monthly performance report of the UHC.
 - In consultation with Medical Officer, she will plan at least one monthly meeting in her designated area at the UHC with HHWs, ICDS, KMHU, NGOs and other local influencers. In addition, she will attend the monthly meetings at HAU/Municipal HQRS as and when required. Monthly report of performance in SC reporting format will be submitted to Medical Officer who will review and forward it to Health Officer.
 - Any other similar function as and when to be entrusted by ULB/SUDA/District Health Authority.

Memo No:

Sell
Chairman
Bhadreswar Municipality

Dated, Bhadreswar, the 12th March, 2013

Copy forwarded for information and necessary action to:- 1. The Director, SUDA, ILGUS Bhavan, Sector-III, Bidhannagar, Kolkata-106. 2. The Vice-Chairman, Bhadreswar Municipality. 3-6. The Executive Officer / Health Officer / AHC&AC - Bhadreswar Municipality. 7-10. The PTMO of 4 HAUs under CUDP-III & IPP-VIII under Bhadreswar Municipality. 11. Mrs. Sunrita Gupta, C/o. Sri Nirmal Kanti Das, Borokalitola Lane, P.O. & P.S. Chandannagore, Dist. Hooghly, Pin. 712136.

Chairman
Bhadreswar Municipality

Phone No. 033-2633-5283/6111, Fax No. +91-33-2633-1020, email : bmchairman@yahoo.co.in

15:15:25

Mukherjee A

OFFICE OF THE DIRECTOR
HEALTH PROGRAMME UNIT

Date:- 05-08-97.

No. 268 /CMDA/Health/2A-31/Vol-V

-9 AUG 1997 From: The Director,
H.P.U./C.M.D.A.

To :- The Chairman,
Bhadraswar Municipality.

Sub:- Resignation of HHWS and engagement of
regular HHWS from the panel of your
Municipality under CUDP-III Health prog.

Ref:- Your letter No. 2555 dt. 2-6-97 and
No. 3484 dt. 02-8-97.

Sir,

Please refer to your letters as quoted above. As proposed
by you, ex- post- facto approval is hereby accorded to engage
under mentioned regular HHWS from the panel list at your Municipa-
lity from the date mentioned below.

SL.NO.	Name of HHWS newly engaged as regular.	Date of engagement	In place of
1.	Smt. Krishna Banik(Panel No. 11)	06-3-95	Smt. Swapana Dutta Roy, Resigned on 03-01-95
2.	Smt. Manisha Ghosh(Panel No. 12)	02-09-96	Smt. Tripti Bhattach- erjee, resigned on 6-8-96 both resigned as regular HHWS.

Smt Banik and Smt. Ghosh will be entitled to draw honorarium
and fixed contingency as applicable to HHWS under existing rules
from her date of joining as mentioned above.

The names of Smt Swapana Dutta Roy and Smt Tripti Bhattach-
erjee are deleted from the list of regular HHWS.

Yours faithfully,

DIRECTOR/HFU/CMDA.

Date:- 06-08-97.

No. /CMDA/Health/2A-31/Vol-V

Copy forwarded to :-

1. The Deputy Secretary (Establishment)CMDA.
2. The Health Officer, Bhadraswar Municipality.
3. Dr. S.S.Chandra, Prog. Admn. HFU/CMDA.
4. The ACFA, HFU/CMDA.
5. Sr. Accountant, HFU/CMDA.
6. Office file.

DIRECTOR/HFU/CMDA.

H.C.

Ac.

8/8

lin.
Post facto approval
received. See my
disposition
proper file
4/8
2/8
9/8

P.O. SHEORAPHULI, Dist. HOOGHLY.

To

Ex Chairman

1.

Dated, Baidyabati, the

(2)

[illegible]

बैदकटो देवठर ~~कमिटी~~ कमिटी
मि. आइ. टि. इड.

বৈজি: নং- ২২ ৫৭৭.

তারিখ ২.২.৯৯

21) ନିମ୍ନ 3-4 (ଅନୁପ୍ରାଣ)
 21) ନିମ୍ନ 3-4 (ଅନୁପ୍ରାଣ)
 21) ନିମ୍ନ 3-4 (ଅନୁପ୍ରାଣ)

সারা বাংলা পৌর স্বাস্থ্য কর্মী ইউনিয়ন

হুগলী জেলা কমিটি

সি. আই. টি. ইউ.

ক্রমিক নং.....

তারিখ: ২২.০৭.১৭

তারিখ: ২.২.১৮

দাবী প্রদান:

১. ~~কর্মী~~ প্রাপ্ত স্বাস্থ্য কর্মীদের দাবী কাম করা হবে।
২. ~~কর্মী~~ বৃত্তি ২০০০.০০ টাকা ভাতা বাড়ানো হবে।
৩. কনসিডারেশন টাকা বাড়ানো হবে।
৪. মোসাক, সার্ভিস পাস, ভাতা, গ্রাম ভাড়া কর্তৃপক্ষকে প্রদান করা হবে।
৫. আমের নির্দিষ্ট নিয়মে ভাতা ও কনসিডারেশন টাকা বাড়ানো হবে।
৬. ~~কর্মী~~ প্রাপ্ত স্বাস্থ্য কর্মীদের প্রদান করা হবে।

OFFICE OF THE MUNICIPAL COUNCILLORS BAIDYABATI

P.O. SHEORAPHULI, Dist. HOOGHLY.

From

Sri Amiya Mukherjee

EX-Chairman &
Councillor
Baidyabati Municipality

To



23-7-15

(5)

Ref. No.

Dated, Baidyabati, the 14th July, 2015

Dr. Shibini Goswami
Health Expert
State Urban Development Agency (SUOA)
Hugli Bhaban, H.G. Block, Sector III
Salt Lake - Kolkata 700091

Respected Madam,

আমি এখানে আপনাকে জানাচ্ছি যে, আমরা একটি স্বাস্থ্য সেবা কেন্দ্র (Sub-center) স্থাপন করার জন্য একটি পাবলিক হিয়ারিং (Public Hearing) আয়োজন করেছি। এই পাবলিক হিয়ারিং-এ আপনি উপস্থিত হয়ে আপনার মতামত প্রকাশ করতে পারেন।

আমরা জানতে চাই যে, আপনি এই পাবলিক হিয়ারিং-এ অংশগ্রহণ করতে চান কিনা। যদি হ্যাঁ, তবে দয়া করে আমাদের সাথে যোগাযোগ করে আপনার উপস্থিতি নিশ্চিত করুন।

আমরা আপনাকে ধন্যবাদ জানাই।

স্বাস্থ্য সেবা কেন্দ্র (Sub-center) স্থাপন করার জন্য একটি পাবলিক হিয়ারিং (Public Hearing) আয়োজন করেছি।

আমরা জানতে চাই যে, আপনি এই পাবলিক হিয়ারিং-এ অংশগ্রহণ করতে চান কিনা।

আমরা আপনাকে ধন্যবাদ জানাই।

Baidyabati Municipality

P.O. Sheoraphuli, Dist: Hooghly

No. 1700(40)/A-106(Part II)

Date : 22/09/99

The names appearing in this list have been selected by the Central Selection Committee set up for engagement as Honorary Health Workers for the 2nd Unit of H.A.U. IPP-VIII Baidyabati Municipality to work as Honorary Health Workers under IPP-VIII Programme (2nd Unit). Their service will be utilised as purely part time Voluntary Workers for temporary basis for H.A.U (2) Unit No: (2), Baidyabati Municipality (vide CMDA-IPP-VIII Sectors Memo No. 2078/ CMDA/Health/Selection of HAU/G-100/IPP-VIII/95 dt.23.12.97)

Sl. No.	Name of the father or Husband Name and address of the Candidate	Block for which Selected
1.	Smt. Arati Chakraborty C/o. Ranjan Chakravorty Anjagarh, P.O. Sheoraphuli, Hooghly	2/6
2.	Smt. Krishna Ghosh C/o. Smt. Anjali Dey 88/2, G.T.Road Nursery Road, Baidyabati	4/18
3.	Smt. Laxmi Seal C/o. Mintu Seal M.G.Colony, Nursery Road, Baidyabati	4/19
4.	Smt. Anjali Das C/o. Kanailal Das 18/1, J.N.Gupta Lane Baidyabati, Hooghly.	4/20

contd.....P/2.

Sl. No.	Name of the Father or Husband Name and address of the Candidates	Block for which Selected
5.	Smt. Minati Ganguli C/o. Late Shib Ganguli A.B. Garden, Sheoraphuli, Hooghly.	3/12
6.	Namita Pat 37/D, Kanai Tirtha Road, Baidyabati, Hooghly.	4/16
7.	Ila Dutta C/o. Parash Chandra Dutta Shibala Lane, Baidyabati	3/11
8.	Anita Ghosh C/o. Late Gobinda Ghosh 72, Chatterjee Para Lane	1/4
9.	Minati Basu C, Jagabandhu Mukherjee Lane Sheoraphuli, Hooghly.	1/5
10.	Uma Chakravorty C/o. Ran Ranjan Chakravorty 100/4, G.T. Road, Baidyabati.	4/17
11.	Alpana Hazra (Sanki) C/o. Madan Sanki, Khas Bagan Lane, Sheoraphuli, Hooghly.	2/7
12.	Jayshree Ghosh (Dey) C/o. Tridip Ghosh Kanai Dewari Tala, Sheoraphuli.	2/8

contd...P/3.

Sl. No.	Name of the father or Husband Name and address of the Candidates	Block for which Selected
13.	Sandhya Prodhon C/o. G.T.Road, Sheoraphuli.	2/9
14.	Swapna Ghosh C/o. Narendra Nath Ghosh Goalapara Lane, Nabagram, Serampore, Hooghly.	2/10
15.	Mani Laha (Chatterjee) C/o. Late Prafulla Laha G.T.Road, Nabagram, Serampore	1/3
16.	Shipra Roy Chowdhury (Ghosal) C/o. Asoke Kumar Ghosal Ghosal Para Lane, Nabagram, Serampore.	1/1
17.	Gargi Banerjee C/o. Late Sailendra Nath Banerjee Chaura, Sitalatala, Serampore, Hooghly.	3/13
18.	Snijata Rakshit 65, Nobin Chakravorty Lane Serampore, Hooghly	3/14
19.	Asita Thakur (Chatterjee) C/o. Shri Swapn Chatterjee S, Nirmal Ghosh Sarani, Sheoraphuly, Hooghly.	3/15
20.	Aparna Das C/o. Sriman Das Chatterjee Para Lane Bidyabati, Hooghly.	1/2

contd.....P/4

4

Panel Candidates for H.A.U-II in Baidyabati Municipality under IPP-VIII Health Programme.

Total No. of panel Candidates 5(five)

Sl. No.	Name & Address
1.	Smt. Gouri Dey 10, Gopi Mohan Sinha Lane, Sheoraphuli, Hooghly.
2.	Smt. Anju Mukherjee 349/J, G.T.Road, Chatra
3.	Smt. Kalpana Samanta 71(26E) Ghosalpara
4.	Smt. Dipika Chowdhury Chatterjee Para Lane, Sheoraphuli, Ward No: 7
5.	Smt. Mitra Nandy Chatterjee Para Lane Sheoraphuli, Ward No:7

The candidates mentioned at Sl. No. 1 to 20 are engaged as Honorary Health Workers for a period of 3 (three) months w.e.from 1.9.99 on the following terms and conditions :-

- (a) They are engaged purely as part time honorary workers at a fixed honorarium for performing specific duties indicated a (b) to (e) below :
- (b) A fixed honorarium of Rs.500/(Revised) per worker per month will be Tentatively given/performing from types of work on "No work no Payment" basis. A Contingent allowance of Rs.50/- per worker per month will also be paid.

contd.....P/5)

(c) Specific duties to be performance:-

- (i) Conduct of Base line Survey, maintenance of eligible couple register and family folders motivation of family welfare and undertaking promotion of health education work and creation of awareness improvement of environmental sanitation.
 - (ii) Distribution of Nutrition packets, Oval re-hydration salt, pwheli (OPG), Common medicines and dipping of blood slides in Fever cases.
 - (iii) Immunisation work, assisting beneficiaries as well as other health workers in the work of extension of Health and family welfare and H.C.H. Services, calling other health workers and doctor for treatment of patients.
 - (iv) To promote and ensure referral services and ensure community participation.
- (d) They will be liable to dismissals without assigning any reason and/or without any notice, if they fail to perform their duties properly or due to circumstances which may not require their services.
- (e) The engagement of Honorary Health workers will not entitle them to any right to or guarantee for revision of permanent, temporary or any other nature at any time in future.
- (f) They are required to prepare and ^{Review} submit weekly reports on performance and if required to discharge other functions besides the duties noted in Sub-Para (c) above under instructions of their Supervisors for the interest of the programme.

- (g) They will also abide by the Rules and instructions which will be imposed by the Administration from time to time.

As Smt. Swapna Ghosh appearing at Sl.No.14 of regular Candidate is absenting herself from the beginning of the Training reason not known to us Sl.No.(1) of Panel 1st Smt. Gouri Day will replace her.

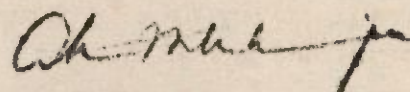
The aforesaid 20 (twenty) Nos. of Honorary Health Workers have been engaged as part time Honorary Health Worker under the 2nd Unit of H.A.U. under IPP-VIII-H.P. Baidyabati Municipality with effect from 1.9.99 for the three months for the present on purely temporary basis on completion of their Training they will be posted to their respective Block. They will get fixed honorarium of Rs.500/- (Rupees five hundred) per month plus contingencies at the rate of Rs.50/ (Rupees fifty) per worker at health per/month, apart from training tiffin allowance/usual rate.

(Amiya Mukherjee)
Chairman
Baidyabati Municipality

Distribution to :

cc.to: 1) Chief of Health, IPP-VIII-H.P.-C.M.D.A., Unnayan Bhaban,
Salt Lake City, 'G' Block (2nd floor), Calcutta - 91.

2) Chairman 3) H.O. (4) C.in-C. H.P. (6) F.O. 7) Acctt. 8) File 9) M.File.


Chairman

copy

BR



OFFICE OF THE
KALYANI MUNICIPALITY

CITY CENTRE COMPLEX
KALYANI, NADIA, West Bengal
INDIA
Visit Us: www.kalmun.com

Ph: 033-25821976
033-25828455
Fax: 033-25828630

No. 28631/K.M

Date 23.6.14

From : Dr. Nilimesh Roy Chowdhury, Ph.D.
Chairman
Kalyani Municipality

To : The Director
SUDA
Ilug Bhavan
HC-Block, Sector-III
Bidhannagar
Kolkata - 700 106.



Sub : Furnishing of copy of order fixing term & conditions of engagement of the personnel under UPHCS.

Ref : Your letter no. SUDA-Health/538/09/22(52) dated 20.5.2014.

Sir,

With reference to your above-mentioned letter the following information is furnished.

Personnel under U.P.H.C.S., previously under IPP-VIII Health Project, K.M.D.A. have been engaged for this Municipality on fulfilment of the eligibility conditions and in the manner, stated below.

1. Age : Above 35 years
2. Educational Qualification : Class VIII Passed

Candidates who applied on fulfilment of the above criteria were interviewed and a list of candidate was sent by this Municipality to the K.M.D.A.

These candidates as referred by this Local Body were interviewed / tested by the Central Selection Committee and a "Final List" alongwith a list of empanelled candidates was sent to us from the K.M.D.A.

Engagement of 35 (thirty five) candidates under IPP-VIII Health Project, K.M.D.A. was made as per the list finalised by the K.M.D.A. in the year 1996. Out of the 35 candidates engaged in the year 1996, 7 (seven) candidates were engaged as 1st Tier Supervisor through interview. Subsequently and the number of H.H.Ws came down to 28 (Twenty eight).

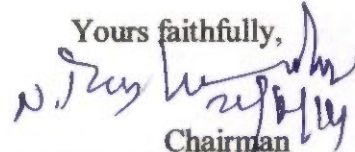

Subsequently in the year 2000, 7 (seven) nos. candidates were engaged in the manner as mentioned above.

In the year 2009, 4 (four) candidates were engaged in the same way against vacancy of 4 amongst the candidates of the list of KMDA due to illness & death.

In addition to this as per memo. No. 1151/CMDA//Health/3A-54/94-IPP-VIII dated 27.9.96 of Chief of Health, IPP-VIII, K.M.D.A. one Clerk-cum-Storekeeper, Two Attendants and one Sweeper have also been engaged in this Municipality.

All related copies of engagement of the personnel under UPHCS(erstwhile CUDP-III,CSIP,IPP-VIII,IPP-VIII Extn & RCH sub project Assansol), as available, for this U.L.Bs are sent herewith, as asked for, in your letter under reference.

Enclo : As stated.

Yours faithfully,

Chairman
Kalyani Municipality


CMDA

**Calcutta
Metropolitan
Development
Authority**

Unnayan Bhavan, Bidhan Nagar, Calcutta-700 091,

IPP-VIII Sector 'G'-Block, 3rd Floor

Memo No. 665 /CMDA/Health/Selection of HHW/6-110/IPP-VIII/94.

Date 03.6.1996

FROM : Dr. B. Bhattacharjee,
Chief of Health,
IPP-VIII, C.M.D.A.

TO : The Chairman, ~~MDPCK~~,
Kalayni Municipality,
Dist - Nadia

Sub: Final selection of HHWs for each
of the 35 Blocks together with the
panel candidates towards implemen-
tation of Family Welfare Programme
in Urban Slums (IPP-VIII) for
Calcutta Metropolitan Area.

S i r,

I am to forward herewith one copy of the list containing the names of 35 (thirty-five) Honorary Health Workers (one for each of 35 Blocks) selected by the "Central Selection Committee" for engagement by you for the HAU to be established under IPP-VIII Health Programme for HAU-I in your Municipality. The above mentioned list also includes the names of panel HHWs to fill up any future vacancy. The list of panel candidates have not been arranged as per merit. The vacant Block may be filled up from the empaneled candidates considering their suitability and proximity of their residence from the working place assigned to her.

To ensure quality service at the grass root level it is necessary that the HHWs should suitably be trained not only to upgrade their knowledge and skill but also to impart interpersonal communication skill. Since these HHWs play a pivotal role in the successful implementation of the programme at grass root level, their final selection could only be made by assessing their performance during training and on the result of periodical reviews. As such, the list of the regular and pannel candidates that are being forwarded now may be considered as a tentative

Contd..P/

for preparation of bills for honorarium, tiffin and T.A. etc. during the training period. The list would be finalised after assessment of training performance.

At the time of engagement of the HHWs who are primarily part-time voluntary workers on "no work no payment basis", the key Notes (enclosed for ready reference) for selection of Honorary Health Workers for IPP-VI Health Programme should kindly be strictly adhered to. The first engagement of the HHWs should be for a period of three months and if so require they may be re-engaged. The terms of the re-engagement should not exceed six months at a stretch. A draft notice that would be hung in the Notice Board showing the engagement of the selected HHWs and specifying the terms and conditions is also enclosed herewith. The date and period of every re-engagement should be intimated in time to the undersigned for release of honorarium for the HHWs.

The regular candidates will receive a fixed honorarium @Rs.400/- and contingent allowance @ Rs. 30/- per worker per month from the date of commencement of their training programme.

Kindly acknowledge receipt of the letter.

Yours faithfully,

B. Bhattacherjee 27.5.96
(Dr. B. Bhattacherjee)
Chief of Health

ENCLO: As stated.

Memo No. _____/CMDA/Health/Selctn.of HHWs/G-110/IPP-VIII/94. Dt _____ '9

Copy forwarded for information and necessary action to:-

1. The Secretary, CMDA & Project Director, IPP-VIII, Calcutta.
2. Sri S. K. Sen, Jt. Secy., (Prog), CMDA.
3. Sri T.B. Sinha, Dy. Secretary, (Prog), CMDA.
4. Col.(Dr) N.G.Gangopadhyay, Advisor(Health), CMDA.
5. Dr. S. C. Roy, Dy. Chief, IPP-VIII, CMDA.
6. Dr.P.N.Chakraborty, Asstt.Chief, IPP-VIII, CMDA.
7. The ACFA, IPP-VIII, CMDA.
8. Sri U.R.Dutta, Accounts Officer, IPP-VIII, CMDA.
9. Sri S. Sengupta, Accountant, IPP-VIII, CMDA.
10. General File, Estab.Sec. IPP-VIII, CMDA.
(for Sl.Nos. 9 & 10 - with a copy of list)

Kly/

(Dr.B. Bhattacherjee)
Chief of Health.

LIST OF FINALLY SELECTED HHWS (REGULAR & PANNEL) FOR HAU-I OF
KALYANI MUNICIPALITY UNDER IPP-VIII , HEALTH PROGRAMME.

Regular Candidates

Total No. of Blocks - 35
 Total No. of Regular HHWS - 35

Sl. No.	Ward / Block	Name & Address	Remarks
01.	1 / 1	Smt. Gita Mondal W/O Nilratan Mondal	
02.	1/ 2	Smt. Chitra Devi Prasad W/O Ganesh Prasad	
03.	1 / 3	Smt. Biva Mondal W/O Sri Basudev Mondal	
04.	1/4	Smt. Sandhya Sarkar W/O Naren Sarkar	
05.	1/5	Smt. Bina Mondal W/O Smt. Susil Mondal	
06.	2/1	Smt. Makhani Biswas W/O Manmatha Biswas	
07.	2/2	Smt Gita Rani Mondal W/O Pariskhit Mondal	
08.	2/3	Smt Bharati Mondal & Datta) W/O B. Mondal	
09.	3/1	Smt. Alo Rani Baruli W/O Monoranjan Baruli	
10.	3/2	Smt. Minati Rani Das W/O L. Das	
11.	3/3	Smt Jyotsna Adhikary (Sarkar) W/O Harekrishna Sarkar	
12.	4/2	Smt. Arati Das W/O Nikhil Das	
13.	5/1	Smt. Aparna Baidya (Karmakar) W/O Kalachand Karmakar	
14.	5/2	Smt. Kamala Mondal W/O Late Nagendra Nath Mondal	
15.	5/3	Smt. Swarnalata Baidya W/O Sanatan Baidya	
16.	5/4	Smt. Hena Tapadar W/O Sarat Chandra Tapadar	
17.	5/5	Smt. Bina Guha (Mazumder) W/O Dalim Mazumder	
18.	6/1	Smt. Aparna Mirdha D/O Late Nagendra Nath Mirdha	

27/5/96

19. 9/1 Smt. Lila Pradhan
W/O Kishore Pradhan
20. 9/2 Smt. Panmoni Soren
W/O Sri Shib Nath Soren
21. 9/3 Smt. Sukhomaya Bar (Roy)
W/O Amborish Bar
22. 10/1 Smt. Reba Sikdar
W/O Subhendu Sikdar
23. 12/1 Smt. Rekha Das
24. 13/1 Smt. Maya Nath
D/O Nepal Nath
25. 14/1 Smt. Dipti Rani De
W/O Pradip De
26. 14/2 Smt. Minu Thapa
D/O Late Hundra Bahadur Thapa
27. 14/3 Smt. Manju Chowdhury
D/O Dipak Chowdhury
28. 15/1 Smt. Puspa Sarkar (Das)
W/O Jagodish Das
29. 15/2 Smt. Kamala Das (Kamala)
W/O Niranjan Das
30. 15/3 Smt. Nirmala Das (Datta)
W/O Nipan Das
31. 16/1 Smt. Gita Sarkar (Sen)
W/O Gakul Sarkar
32. 16/2 Smt. Sayra Banj Mandal
W/O Abul Kalam Mondal
33. 18/1 Smt. Alo Das (Majumder)
W/O Banjit Majumder
34. 19/1 Smt. Kabita Chakraborty
W/O Sajal Chakraborty
35. 19/2 Smt. Sandhya Chakraborty
D/O Shibu Chakraborty

Sd/-
27.5.96.

(4)

LIST OF FINALLY SELECTED HHWS AS PANNEL CANDIDATES FOR HAU-I OF
KALYANI MUNICIPALITY UNDER IPP-VIII, HEALTH PROGRAMME.

TOTAL NO. OF PANNEL CANDIDATES :: 10.

Sl- No.	Name & Address	Remarks
01.	Smt. Swapna Saha W/O Jiban Krishna Saha	
02.	Smt. Aruna Sarkar W/O Ratan Sarkar	
03.	Smt. Anjali Roy W/O Atul Chandra Roy	
04.	Smt. Kalpana Padder W/O Panchanan Padder	
05.	Smt. Radha Rani Roy W/O Akhil Roy	
06.	Smt. Jharna Ghosh W/O Suhash Ghosh	
07.	Smt. Ilabati Biswas (Chowdhury) W/O Sri Harasit Chowdhury	
08.	Smt. Mamota Das W/O Sri Prafulla Das	
09.	Smt. Jhunu Majumder W/O Sri Sudhir Majumder	
10.	Smt. Shefali Adhikari W/O Sri Ruhi Das Adhikary	

27/5/96

The candidates are engaged as Honorary Health Workers for a period of 3 (three) months on the following terms & conditions:-

- a) They ^{are} engaged purely as part-time honorary workers at a fixed honorarium for performing specific duties indicated at (b) and (c) below.
- b) A fixed honorarium of Rs.400/- per worker per month will be paid on satisfactorily performing four types of work (@ Rs.100/- per work) on "No work no payment" basis. A contingent allowance of Rs.30/- per worker per month will also be paid.
- c) Specific duties to be performed are :-
 - i) Conduct of Baseline survey, maintenance of eligible couple register and family folders, motivation of Family Welfare and undertaking promotion of health & education work and creation of health awareness, improvement of environmental sanitation;
 - ii) Distribution of nutrition packets, oral re-hydration salt packets (ORS), common medicines and drawing of blood slides in fever cases ;
 - iii) Immunisation work, assisting beneficiaries as well as other health workers in the work of extension of Health and Family Welfare and M.C.H. services, calling other health workers and doctor for treatment of patients ;
 - iv) To promote and ensure referral services and ensure community participation.
- d) They will be liable to dismissal without assigning any reason and/or without any notice if they fail to perform their duties properly or due to circumstances which may not require their services.
- e) The engagement of honorary Health Workers will not entitle them to any right to or guarantee for services of permanent, temporary or any other nature at any time in future.
- f) They are required to prepare and submit weekly reports on performance and if required to discharge other functions besides the duties noted in sub-para (c) ~~above~~ under instructions of their superiors for the interest of the programme.
- g) They will also ~~be~~ abide by the rules and instructions which will be issued by the Authorities from time to time.

Chairman,
Kalyani Municipality.

isusanta:

Copy to:- 1) Mr V.C.K.M. 907, 909(1) 909(2)
2) Mr Anil Choudhury, Councilor, M.C.C. 907(16) 909(7) Hs 2
3) Mr Abanabala Ghosh 11 11
4) Mr Rajen Halder 27/6

- 6) Smt. Krishna Bagchi, Councilor 907(15) / HS + 2
- 7) " Kamala Sarkar, " 907(13) / HS - 2
- 8) " Mitali Majumder, " 907(10) / " for N. Summer. 26.6.96
- 9) " Raimoni Ghosh, " 907(11) / " 26.6.96
- 10) " Manashi Ganguly, " 907(5) / "
- 11) Sri Subal Mandal, " 907(8) / " 26.6.96
- 12) " Nakul Sarkar " 907(9) / " N. Summer 26.6.96
- 13) " Binod Behari Jaiswal, " 907(3) / " 26.6.96
- 14) " Lakshmi Das, " 907(6) / " Anita Sarkar
- 15) " Sonnat Behara, " 907(4) / " 26.6.96
- 16) " Rabin Das " 907(12) / " 26.6.96
- 17) Mr. Nilimesh Raychoudhary " 907(12) (26.6.96) 26.6.96
- 18) Smt. Manju Mukherjee " 907(10) - Manju Mukherjee 26.6.96

EXECUTIVE OFFICER
KALYANI MUNICIPALITY

26/6/96

✓

RECEIVED
MUNICIPALITY

Office of the Chief of Health,
- 3 DEPT VIII, 3rd floor, 'G' Block,
Unnayan Bhavan, Salt Lake, Cal-91

**Calcutta
Metropolitan
Development
Authority**

Unnayan Bhavan, Bidhan Nagar, Calcutta-700 091

Sector

Floor

No. 1359/CMDA/Health/IPD-VIII/K-3/96

Date : 02.11.96

From : The Chief of Health,
IPD-VIII, CMDA.

To : The Chairman,
Kalyani Municipality,
City Centre Complex
P.O. Kalyani, Dist. Nadia

Sub : Engagement of panel candidates in
place of selected regular HHWs.

S i r,

Kindly refer to your memo No. 2842/HS-2 dt. 1.11.96 on the subject cited above and this is to state that this office has got no objection in engaging 3(three) panel candidates namely Smt. Swarna Saha wife of Sri Jiban Krishna Saha, Smt. Aruna Sarkar wife of Sri Katan Sarkar and Smt. Kalpana Poddar wife of Sri Panchanan Poddar, who have qualified in the post training examination in place of 3(three) selected regular HHWs namely Smt. Makhani Biswas wife of Manmatha Biswas (W/B-2/1), Smt. Jyotsna Adhikary(Sarkar) wife of Harekrishna Sarkar(W/B-3/3) and Smt. Reba Sikdar wife of Subhendu Sikdar (W/B-10/1) who were irregular in their training as reported by you and have not appeared in the post training examination.

Copy of your order in this regard and joining report of the panel candidates may please be sent to this office in due course for our record.

In this connection it may be noted that Smt. Gita Rani Mandal wife of Pariskhit Mondal who though as reported by you was irregular in the training programme but was since allowed to continue the training and has been found to have appeared & qualified herself in the post training examination. As such probably it will not be proper and justified to replace her at the present moment. On the other hand the panel candidate viz Smt. Mamata Das wife of Sri Prafulla Das has been found to be NOT suitable in the post training examination for consideration of her induction as regular HHW.

Thanking you,

Yours faithfully,

[Signature]
Chief of Health,
IPD-VIII, CMDA

11/11/96

VIII. CMD

FAMILY WELFARE (US) PROJECT

an Bhavan, Bidhan Nagar 'G' Block, 3rd Floor, Calcutta - 700 091 Phone : 334-5257 / 358-6771 / 337-0697 Fax : 358-3931

Memo No. 1138 /CMDA/Health/Selection of HHW/G-110/IPP-VIII/94.

Dated : 1-8-2000

From : Dr. B. Bhattacharjee,
Chief of Health,
IPP-VIII, CMDA.

To : The Mayor, /Chairman,

Kalyani
Municipality

Sub : Final selection of HHWs for each of the Seven Blocks together with the panel candidates towards implementation of Family Welfare Programme in Urban Slums (IPP-VIII) for Calcutta Metropolitan Area.

Sir,

I am to forward herewith one copy of the list containing the names of 7 (Seven) Honorary Health Workers (one for each of Blocks selected by the "Central Selection Committee" for engagement by you for the HAU to be established under IPP-VIII Health Programme for H.A.V-1 (one). The above mentioned list also indicates the names of panel HHWs to fill up any future vacancy. The list of panel candidates have not been arranged as per merit. The vacant Block may be filled up from the empaneled candidates considering their suitability and proximity of their residence from the working place assigned to her.

To ensure quality service at the grass root level it is necessary that the HHWs should suitably be trained not only to upgrade their knowledge and skill but also to impart interpersonal communication skill. Since these HHWs play a pivotal role in the successful implementation of the programme at grass root level, their final selection could only be made by assessing their performance during training and on the result of periodical reviews. As such, the list of the regular and panel candidates that being forwarded now may be considered as a tentative for preparation of bills for honorarium, tiffin and T.A. etc. during the training period. The list would be finalised after assessment of training performance.

... 2



IPP - VIII. CMDA

FAMILY WELFARE (US)

Unnayan Bhavan, Bidhan Nagar 'G' Block, 3rd Floor, Calcutta - 700 091 Phone : 334 5257 / 358-6771 / 337-0

At the time of engagement of the HHWS who primarily part voluntary workers"on no work no payment basis" the key notes (enclosed for ready reference) for selection of HHWS for IPP-VIII, Health Project should kindly be strictly adhered to. The first engagement of the HHWS should be for a period of 3 months and if so require they may be reengaged. The terms of the reengagement should not exceed 6 month at a stretch. A draft notice that would be hung in the Notice Board showing the engagement of the selected HHWS and specifying the terms and conditions is also enclosed. The date and period of every reengagement should be intimated in time to the undersigned for release of honorarium for the HHWS.

The regular candidates will receive a fixed honorarium Rs. 700/- and revised contingent allowance Rs. 50/- per worker per month from the date of commencement of their training programme.

Kindly acknowledge receipt of the letter.

Enclo : As stated.

Yours faithfully,

[Signature]
(Dr. B. Bhattacharjee)
Chief of Health.

Memo No. 1158/1(1)/CMDA/Health/Selection of HHWS/G-110/IPP-VIII/94.

Dated : 1-8-2000

Copy forwarded for information and necessary action to :-

- 1) The Secretary, CMDA & Project Director, IPP-VIII, Calcutta.
- 2) The Dy. Secretary (Programme), CMDA.
- 3) Dr. S.C. Roy, Dy. Chief, IPP-VIII, CMDA.
- 4) Dr. (Col.) N. De, Asstt. Chief, IPP-VIII, CMDA.
- 5) Dr. P.N. Chakraborty, Asstt. Chief, IPP-VIII, CMDA.
- 6) The Accounts Officer, IPP-VIII, CMDA.
- 7) Sri A. Chatterji, IPP-VIII, CMDA.
- 8) General File (Estab.), IPP-VIII, CMDA.
- 9) (Sl. Nos. 3 and 6 with a copy of list).

[Signature]
(Dr. B. Bhattacharjee)
Chief of Health,
IPP-VIII/CMDA.

LIST OF FINALLY SELECTED H.A.U.S (REGULAR & CASUAL)
FOR H.A.U - I OF KALYANI MUNICIPALITY UNDER IPP-8
HEALTH PROGRAMME.

R E G U L A R

<u>Sl.No</u>	<u>Ward/Block</u>	<u>Name & Address</u>
1.	13/1	SMT. PRIYA SANTRA (NANDI) B-18/71 Kalyani
2.	3/1	SMT. SUKESHINI BHAKTA Natunpally.
3.	12/5	SMT. KRISHNA KARMAKAR W/o Sri Subrata Karmakar B-9/40/ Kalyani
4.	5/3	SMT. KAMALA BAL Bidyasagar Collony, Chandamari
5.	9/1	SMT HANSHI SARKAR W/o Late Naresh Sarkar A-5 Pally Kalyani
6.	15/2	SMT. MINA DAS Vill & P.O. - Majherchar Kalyani.
7.	18/5	SMT. PUSPALATA MANDAL W/o Sri Nitai Ch. Mandal B.B.D. Pally Mudhyapark.

PANNEL

<u>Sl.No.</u>	<u>Name & Address</u>
1.	SMT. SARASWATI MONDAL C/o Sri Ramkrishna Mondal A-7/127 Kalyani
2.	SMT. BHAGABATI SAHA B-2/334
3.	SMT. BAKUL HAZRA (DEBNATH) W/o Paran Hazra B-18/73 Kalyani

8/8/2000
1/8/2000

OFFICE OF THE KALYANI MUNICIPALITY
CITY CENTRE COMPLEX: KALYANI: NADIA

No. 10,124/JC.M.

Date 15.05.2001

Smt. Priya Santra (Nandy) wife of _____
of B-18/71, Kalyani, Nadia.

who has been selected by the Selection Committee is hereby engaged as Honorary Health Worker on part-time basis at a consolidated and fixed honorarium of Rs.750/- (Rupees Seven hundred and fifty only) (including contingent allowance) per month. (Block No-5, Sub Centre-1) with effect from - 16.05.2001

Specific duties to be performed are :-

1. (a) Conduct of Baseline survey, maintenance of eligible couple register and family folders, motivation of Family welfare and undertaking promotion of health education work and creation of Health awareness, improvement of environmental sanitation.
 - (b) Distribution of nutrition packets, oral re-hydration salt packets(ORS), common medicines and drawing of blood slides in fever cases,
 - (c) Immunisation work, assisting beneficiaries as well as other health workers in the work of extension of health and family welfare and M.C.H. services, calling other health workers and doctor for treatment of patients.
 - (d) To promote and ensure referral services and ensure community participation.
2. She will be liable to dismissal without assigning any reason and / or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.
 3. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

J.
(SHANTANU JHA)
Chairman
Kalyani Municipality.

No. 10,124(1)/K.M.

Date 15.05.01

Copy to : The Chief of Health, IPP-VIII, C.M.D.A.
Unnayan Bhawan, Salt Lake City, Kolkata-91.

OFFICE OF THE DISTRICT MUNICIPALITY
CITY CHIEF OFFICE, KALYANI, NADIA

No. 10128/K.M.

Date 15.5.2001

S. t. Hanshi Sarkar wife of Lali Naresh Sarkar
of A-5 Pally, ward no. 9, Kalyani, Nadia.
who has been selected by the Selection Committee is hereby engaged
as Home Aayikya. Her salary is Rs. 1000/- a consolidated and
fixed honorarium of Rs. 1000/- (Rupee Eleven hundred and fifty only)
(including contingent allowance) per month. (Block-1, Sub Centre-5)
with effect from - 16.05.2001

Specific duties to be performed are :-

1. (a) Conduct of B. M. A. Aayikya, maintenance of eligible couple
register and family folder, motivation of Family welfare
and universal immunization of health education work and
creation of health awareness, improvement of environmental
sanitation.
- (b) Distribution of oral rehydration packets, oral re-hydration salt
packets (ORS), common medicines and drawing of blood slides
in fever cases.
- (c) Immunization work, assisting beneficiaries as well as
other health workers in the work of extension of health
and family welfare services, calling other health
workers and doctors for treatment of patients.
- (d) To provide and refer to referral service and ensure commu-
nity participation.
2. She will be held responsible for resigning any
reason. If she fails to perform
her duties properly, she will be held responsible for which may not
require any action.
3. She will be held responsible for the rules and instructions which
will be issued by the Municipal Authorities from time to
time.

9/c.

Received

Hanshi Sarkar 15/5/2001

No. 10128(1)/K.M.

Date 15.05.01

Copy to :- The Officer of Health, I.P. VIII, C. D. A.
Thiruvananthapuram, Kerala City, K. A. 91.
- For information.

Signature

10127/K.M.

15.5.2001

Ramala Bal

Vidyasagar Colony, Chandamari, Kalyani, Nadia,

is hereby engaged
a consolidated and
red and fifty only)
(Block No. 2, Sub Centre-4)
with effect from - 16.5.2001

- of eligible couple
of Family welfare
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re-hydration salt
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calling other health
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and ensure commu-
- appointing any
or fail to perform
or which may not
- structions which
ties from time to

8/c

Received

Ramala Bal

No. 10127 (1) / K.M.

Copy to :-

21/5/2001

15.05.01

to-91.

OFFICE OF THE KALYANI MUNICIPALITY
CITY CENTRE COMPLEX: KALYANI:NADIA

No. _____

Date _____

Smt. Sureshini Bhakta wife of _____
of Natunally, Kalyani, Nadia.

who has been selected by the Selection Committee is hereby engaged as Honorary Health Worker on part-time basis at a consolidated and fixed honorarium of Rs.750/- (Rupees Seven hundred and fifty only) (including contingent allowance) per month. (Block-1, Subcentre-2) with effect from 16.05.2001

Specific duties to be performed are :-

1. (a) Conduct of Baseline survey, maintenance of eligible couple register and family folders, motivation of Family welfare and undertaking promotion of health education work and creation of Health awareness, improvement of environmental sanitation.
 - (b) Distribution of nutrition packets, oral re-hydration salt packets(ORS), common medicines and drawing of blood slides in fever cases,
 - (c) Immunisation work, assisting beneficiaries as well as other health workers in the work of extension of health and family welfare and M.C.H. services, calling other health workers and doctor for treatment of patients.
 - (d) To promote and ensure referral services and ensure community participation.
2. She will be liable to dismissal without assigning any reason and / or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.
 3. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

(SHANTANU JHA)
Chairman
Kalyani Municipality.

No. 10.125(1)/X-M.

Date 15.05.01

Copy to :- The Chief of Health, IPP-VIII, C.M.D.A.
Uttayan Bhawan, Salt Lake City, Kolkata-91.
- for information.

OFFICE OF THE KALYANI MUNICIPALITY
CITY CENTRE COMPLEX: KALYANI: NADIA

No. 10/30/K.M.

Date 15.5.2001

Smt. Puspalata Mandal wife of Shri Nitai Ch. Mandal
of B. D. D. Pally, ward-18, Kalyani, Nadia.
who has been selected by the Selection Committee is hereby engaged
as Honorary Health Worker on part-time basis at a consolidated and
fixed honorarium of 2,750/- (Rupees Two thousand and fifty only)
(including contingent allowance) per month. (Block-5, Sub-block-7)
with effect from 16.05.2001

Specific duties to be performed are :-

1. (a) Conduct of Baseline survey, maintenance of eligible couple register and family folders, motivation of Family welfare and undertaking promotion of health education work and creation of Health awareness; improvement of environmental sanitation.
 - (b) Distribution of nutrition packets, oral re-hydration salt packets (ORS), common medicines and drawing of blood slides in fever cases.
 - (c) Immunisation work, assisting beneficiaries as well as other health workers in the work of extension of health and family welfare and M.C.H. services, calling other health workers and doctor for treatment of patients.
 - (d) To promote and ensure referral services and ensure community participation.
2. She will be liable to dismissal without assigning any reason and / or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.
 3. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

(SHANTANU JHA)
Chairman
Kalyani Municipality.

No. 10/30(1)/K.M. Date 15.05.01

Copy to :- The Chief of Health, I.P.P.-VIII, C.M.D.A.
Unnayan Bhawan, Salt Lake City, Kolkata-91.
- for information.

Chairman
Kalyani Municipality.

OFFICE OF THE DISTRICT HEALTH OFFICER
CITY CLINICAL CHIEF MEDICAL OFFICER
KOLKATA DISTRICT

No. 10129/K.M.

Date. 15.5.2001

Smt. Mina Das

wife of

Hajherchar, Kalyani, Nadia.

who has been selected by the Selection Committee is hereby engaged as Honorary Health Worker on part-time basis as a consolidated and fixed honorarium of Rs. 750/- (Seven hundred and fifty only) (including contingent allowances) per month. (Block-2, Sub Cate-6) with effect from-16.05.2001

Specific duties to be performed are :-

1. (a) Conduct of Baseline survey, maintenance of eligible couple register and family folders, motivation of Family welfare and undertaking promotion of health education work and creation of Health awareness, improvement of environmental sanitation.
- (b) Distribution of nutrition packets, oral re-hydration salt packets (ORS), common medicines and drawing of blood slides in fever cases.
- (c) Immunisation work, assisting beneficiaries as well as other health workers in the work of extension of health and family welfare and A.C.H. services, calling other health workers and doctor for treatment of patients.
- (d) To promote and ensure referral services and ensure community participation.

2. She will be liable to dismissal without assigning any reason and/or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.

3. She will also abide by the rules and instructions which will be issued by the District Health Officer.

OFFICE OF THE KALYANI MUNICIPALITY
CITY CENTRE COMPLEX: KALYANI: NADIA

No. 10126/K.H.

Date 15.5.2001

Smt. Krishna Karmakar wife of Shri Subrata Karmakar,
of B-7/40, Kalyani, Nadia.

who has been selected by the Selection Committee is hereby engaged
as Honorary Health Worker on part-time basis at a consolidated and
fixed honorarium of Rs.750/- (Rupees Seven hundred and fifty only)
(including contingent allowance) per month. (Block No-5, Sub Centre-3)
with effect from-16.05.2001.

Specific duties to be performed are :-

1. (a) Conduct of Baseline survey, maintenance of eligible couple register and family folders, motivation of Family welfare and undertaking promotion of health education work and creation of Health awareness, improvement of environmental sanitation.
 - (b) Distribution of nutrition packets, oral re-hydration salt packets(ORS), common medicines and drawing of blood slides in fever cases,
 - (c) Immunisation work, assisting beneficiaries as well as other health workers in the work of extension of health and family welfare and M.C.H. services, calling other health workers and doctor for treatment of patients.
 - (d) To promote and ensure referral services and ensure community participation.
2. She will be liable to dismissal without assigning any reason and / or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.
 3. She will also abide by the rules and instructions which will be issued by the Municipal Authority.

NO: - 10730/MO-1 Dated 30-12-05



Kolkata Metropolitan Development Authority

URBAN HEALTH IMPROVEMENT PROGRAMME UNIT

Unnayan Bhavan, Bidhannagar, 'G' Block, 1st, 2nd & 3rd floor, Kolkata - 700 091.
☎ 2334-5257/2337-0697/2358-6771/2337-4103. FAX Nos. 2358-3931 & 2358-7368 E-mail: cmda.ipp@vsnl.net

No 646 /S-26/KMDA/Health/UHIP/05

RECEIVED
Contents Not Checked

Dated 28.10.2005

09-11-2005

From The Officer On Special Duty
UHIP Unit, KMDA

29 DEC 2005 3

KALYANI MUNICIPALITY
KALYANI, NADIA

To The Chairman
Kalyani Municipality
Dist. Nadia

Re: Appointment of HHWs for IPP-VIII under Kalyani Municipality.
Ref: Your letter No. 3743/KM dated 18.07.2005

Sir,

With reference to the above, this is to inform you that the casual vacancies in respect of the posts of medical and para-medical staff under IPP-VIII as sanctioned by the Municipal Affairs Department and retained on year to year basis vide this office memo no 461 (45)/KMDA/M-4/IPP-VIII/04 dated 14.07.2004 may be filled up after observing necessary formalities in this regard as prescribed by this office from time to time.

Before engagement the approval of KMDA should be taken in respect of the candidates selected and the attested copies of bio-data should be sent to this office in due course.

As regards the casual vacancies of HHWs, the name of the candidate should be sent to this office from the existing approved panel list (approved panel list should be enclosed in the forwarding letter) If the existing approved panel list is exhausted the modalities to be followed are enclosed.

This is for favour of your information and necessary action.

Encl: As stated.

Yours faithfully,

OSD, UHIPU, KMDA

* Dr. Bapshi
Guidelines contained in this
letter should be followed.
S.D.
5/1/06

Find copy of notice
enclosed. - Hon'g Health Worker

The vacancies of HHWs should be filled-up subject to the observance of the following formalities and guidelines in this regard:-

1. Eligibility Criteria :

a) Essential:

- i) HHWs shall be selected from the Community itself and preferably from the same Block in which the vacancy has occurred.
- ii) The candidate must be a permanent resident of the ward of the concerned block/adjacent block if no suitable candidate is available in the same block. The candidate should be preferably married women and of the age group of 35-45 years of age as on 31.06.2005
- iii) Educational qualification should be of Class-VIII standard, so that they can fill-up and update the family schedules
- iv) The candidate should have necessary aptitude and leadership in community work.

b) Desirable:

Candidates having previous experience of working in community family welfare, maternity and child health activities should be given preference

2. Job Profile:

- i) For undertaking motivation of F W work including maintenance of eligible couple register and family folders and also undertaking promotion of Health Education work
- ii) Distribution of nutrition packets, oral rehydration salt packets (ORS) common medicines and also drawing of blood slides in fever cases
- iii) To perform immunization work and to assist beneficiaries in the work of extension of Health & FW and MCH services. They will also be responsible for calling in supervisors and doctors for treatment of patients
- iv) They will undertake referral services and ensure community participation

If these Honorary Health Workers (HHWs) fail to perform their duties properly, they are liable to be dismissed. Further more, they cannot claim their honorarium if they are absent from their duties. It should be clearly understood that such engagement of HHWs will not entitle them to any right/guarantee for service of permanent, temporary, casual or any such nature at any time in future

3. The Committee responsible for selection of HHWs for filling up the casual vacancies:-

- i) **Primary Selection** Primary selection after observing all formalities will be done by the local Coordination Committee as constituted by KMDA consisting of Chairman, Member, Chairman-in-council of Health and another councillor which should be preferably a woman, Executive Officer, Finance Officer and the Health Officer who is the Member-Convener of the said Committee. The local Coordination Committee will prepare the preliminary list in the prescribed format as enclosed and select 3(three) candidates per vacancy block-wise and recommend their names to KMDA for final selection of the candidates by the Central Selection Committee

ii) Final Selection- Final Selection of HHWs will be done by the Central Selection Body constructed by KMDA vide notification No 349/1(5) - KMDA /Secc (Prog)/FW(USP) - 3/92 dated 02 11 2000 with the following modifications -

- | | | |
|----|---------------------------------------------------------------------------------|-----------------|
| 1. | Shri Amiya Das ,Mayor, | Chairman |
| | Chandannagore Municipal Corpn. | |
| 2. | One representative of the Health & Family Welfare Deptt., Govt. of West Bengal. | Member |
| 3. | Deputy Secretary (Prog.) KMDA. | Member |
| 4. | Officer on Special Duty, UIHPU, KMDA | Member-Convenor |

The Committee can co-opt such expert as may be necessary to assist it in the selection process as the post of HHW is of paramount importance for the successful implementation of the community based Health Care Services for amelioration of the health Status on urban poor

The Committee should keep in mind that the selection of right candidates for the post of HHWs having proper aptitude orientation and dedication for community work is the hallmark of health care delivery system now in operation in KMDA through the Urban Local Bodies and so all endeavour should be made to select the right candidates for the post of HHWs

**List of final Selected / Panel candidates of HHWS approved by Central Selection Committee under UHIP
(IPP - VIII) held on 11.12.2007 at IEC Conference Room, 2nd Floor, 'G' Block, Unnayan Bhavan, Salt Lake.**

Under IPP - VIII

Name of the Municipality - KALYANI

Name of the Unit	Name of the Selected Candidates with address (Regular)	Name of the Subcentres, Blocks & Wards	Marks obtained	Name of the Panel Candidates with address	Name of the Subcentres, Blocks & Wards	Marks obtained
HAU - I	Smt. Jharna Mondal Kanthaltala, Kalyani, Nadia	Block - 3 Ward - 4	9.6 (First)	Smt. Jharna Dhali Kanthaltala, Kalyani, Nadia	Block - 5 Ward - 5	8.3 (First)
	Smt. Swapna Roy Chowdhuri Ghoshpara, Kalyani, Nadia	Block - 5 Ward - 5	9.3 (Second)	Smt. Barnali Baidya B-9/54, Boat Park, Kalyani, Nadia	Block - 5 Ward - 15	8.1 (Second)
	Smt. Mamta Roy A-7 / 68, Kalyani, Nadia	Block - 5 Ward - 15	8.6 (Third)	Smt. Ashalata Biswas A-7/162, Kalyani, Nadia	Block - 3 Ward - 4	8.0 (Third)
				Smt. Ratna Das 2 No. Majherchar, Kalyani, Nadia	Block - 5 Ward - 5	7.6 (Fourth)

[Signature]
Mayor, C.M.C & Chairman
Central Selection Committee

[Signature]
OSD(Health), UHIP/KMDA/Member

[Signature]
Jt. DHS(P&D)
Deptt. of Health & Family Welfare
Govt. of West Bengal

E OF THE
KALYANI MUNICIPALITY

CENTRE COMPLEX
KALYANI, NADIA, West Bengal
NADIA
Email: shantanu_jha@hotmail.com
Visit Us: www.kalmun.com

Ph: 033-25821976
9433011529

Ref.No.: 7546/KM

Date: 01/01/2009

Smt. Jharna Mondal wife of Sri Parshwanath Mondal of Kanthalata, Kalyani, Nadia (Ward No. 3), who has been selected by the selection committee is hereby engaged as Honorary Health Worker on part-time basis at a consolidated and fixed honorarium of Rs. 1750/- (Rupees One thousand Seven hundred fifty only (including contingent allowance) per month.

Specific duties to be performed are :-

1. a) Conduct of Baseline survey, maintenance of eligible couple register and family folders, motivation of family welfare and undertaking promotion of health education work and creation of health awareness, improvement of environmental sanitation.
 - b) Distribution of nutrition packets, oral re-hydration salt packets (OR common medicines and drawing of blood slides in fever cases.)
 - c) Immunisation work, assisting beneficiaries as well as other health workers in the work of extension of health and family welfare and M.C.H. services , calling other health workers and doctor for treatment of patients.
 - d) To promote and ensure referral services and ensure community participation.
2. She will be liable to dismissal without assigning any reason and /or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.
 3. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

(SHANTANU JHA)
Chairman
Kalyani Municipality

No. 7546 (1)/KM

Date 01-01-2009

Copy to : The Director, SUDA, Ilgus Bhavan, HC-Block, Sector-3, Bidhannagar,
Kolkata - 700 106.
- for information.

Chairman
Kalyani Municipality

Jharna Mondal.
01.01.09

OFFICE OF THE KALYANI MUNICIPALITY

CITY CENTRE COMPLEX

KALYANI, NADIA, West Bengal
INDIA

Email: shantanu_jha@hotmail.com

Visit Us: www.kalmun.com

Ph: 033-25821976
9433011529

Ref.No.: 7548/KM

Date: 01/01/2009

Smt. Swarna Roy Chowdhury wife of Sri Bipul Roy Chowdhury of Ghoshpara, Kalyani, Nadia (Ward No. 2), who has been selected by the selection committee is hereby engaged as Honorary Health Worker on part-time basis at a consolidated and fixed honorarium of Rs. 1750/- (Rupees One thousand Seven Hundred Fifty) only (including contingent allowance) per month.

Specific duties to be performed are :-

1. a) Conduct of Baseline survey, maintenance of eligible couple register and family folders, motivation of family welfare and undertaking promotion of health education work and creation of health awareness, improvement of environmental sanitation.
 - b) Distribution of nutrition packets, oral re-hydration salt packets (OR common medicines and drawing of blood slides in fever cases.)
 - c) Immunisation work, assisting beneficiaries as well as other health workers in the work of extension of health and family welfare and M.C.H. services , calling other health workers and doctor for treatment of patients.
 - d) To promote and ensure referral services and ensure community participation.
2. She will be liable to dismissal without assigning any reason and /or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.
 3. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

(SHANTANU JHA)
Chairman
Kalyani Municipality

No. 7548 (1)/KM

Date 01-01-2009

Copy to : The Director, SUDA, Ilgus Bhavan, HC-Block, Sector-3, Bidhannagar,
Kolkata - 700 106.
- for information.

Swarna Roy Chowdhury

1.1.2009

Chairman
Kalyani Municipality

OF THE
KALYANI MUNICIPALITY

CENTRE COMPLEX

KALYANI, NADIA, West Bengal

IA

mail: shantanu_jha@hotmail.com

visit Us: www.kalmun.com

Ph: 033-25821976
9432011529

Ref.No.: 7549/KM

Date: 01/01/2009

Smt. Mamata Roy Wife of Sri Manotosh Roy of
A-7/68, Kalyani, Nadia (Ward No. 10), who has been selected by the
selection committee is hereby engaged as Honorary Health Worker on part-time basis at
a consolidated and fixed honorarium of Rs. 1750/- (Rupees One
thousand Seven Hundred fifty only (including contingent allowance) per month.

Specific duties to be performed are :-

1. a) Conduct of Baseline survey, maintenance of eligible couple register and family folders, motivation of family welfare and undertaking promotion of health education work and creation of health awareness, improvement of environmental sanitation.
- b) Distribution of nutrition packets, oral re-hydration salt packets (OR common medicines and drawing of blood slides in fever cases.)
- c) Immunisation work, assisting beneficiaries as well as other health workers in the work of extension of health and family welfare and M.C.H. services , calling other health workers and doctor for treatment of patients.
- d) To promote and ensure referral services and ensure community participation.
2. She will be liable to dismissal without assigning any reason and /or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.
3. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

No. 7549(1)/KM

(SHANTANU JHA)
Chairman
Kalyani Municipality

Date 01-01-09

Copy to : The Director, SUDA, Ilgus Bhavan, HC-Block, Sector-3, Bidhannagar,
Kolkata - 700 106.
- for information.

c/c. Mamata Roy
1.1.2009

Chairman
Kalyani Municipality

C OF THE
KALYANI MUNICIPALITY

GENI RE COMPLEX
KALYANI, NADIA, West Bengal

Mail: shantanu_jha@hotmail.com
Visit Us: www.kalmun.com

Ph: 033-25821976
9433011529

Ref.No.: 7547/KM

Date: 01/01/2009

Smt. Sharna Dhal Wife of Sri Chittaranjan Dhal of Kanthalata, Kalyani, Nadia (Ward No. 3), who has been selected by the selection committee is hereby engaged as Honorary Health Worker on part-time basis at a consolidated and fixed honorarium of Rs. 1750/- (Rupees One thousand Seven hundred fifty) only (including contingent allowance) per month.

Specific duties to be performed are :-

1. a) Conduct of Baseline survey, maintenance of eligible couple register and family folders, motivation of family welfare and undertaking promotion of health education work and creation of health awareness, improvement of environmental sanitation.
 - b) Distribution of nutrition packets, oral re-hydration salt packets (OR common medicines and drawing of blood slides in fever cases.)
 - c) Immunisation work, assisting beneficiaries as well as other health workers in the work of extension of health and family welfare and M.C.H. services, calling other health workers and doctor for treatment of patients.
 - d) To promote and ensure referral services and ensure community participation.
2. She will be liable to dismissal without assigning any reason and /or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.
 3. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

(SHANTANU JHA)
Chairman
Kalyani Municipality

No. 7547(1)/KM

Date 01-01-2009

Copy to : The Director, SUDA, Ilgus Bhavan, HC-Block, Sector-3, Bidhannagar,
Kolkata - 700 106.
- for information.

'Sharna Dhal'
1.1.2009

Chairman
Kalyani Municipality

No-1504/HS-2 a 15/6/97

RECEIVED
KALYANI MUNICIPALITY
5 JUN 1997

Calcutta
Metropolitan
Development
Authority

Uttayan Bhavan, Bidhan Nagar, Calcutta-700 091

IPP-VIII Sector 'G'-Block, 3rd Floor

Memo No. 957 /CMA/Health/T-6 /IPP-VIII/FW(US)/96. Date 28.5.1997

FROM : CHIEF OF HEALTH,
IPP-VIII, C.M.D.A.

TO : THE CHAIRMAN/~~XXXXX~~
Kalyani Municipality/
~~Municipality/Notified Area Authority~~

SUB : Selection of Trainee 1st. Tier Supervisors from amongst the
H.H.Ws. working under the H.A.U.s. established in different
Municipalities/Municipal Corporation/Notified Area Authority
under IPP-VIII Programme, C.M.D.A.

Sir,

The HHWs working under HAUs, established in your
Municipality/Municipal Corporation/Notified Area Authority will
be completing six months or already completed six months experiences
in field works.

As per the norms laid down for the purpose for 1st. Tier
Supervisors, they are to be selected from amongst the HHWs who have
at least six months working experience as HHW.

I would therefore request you kindly to select the Trainee
Supervisor @ 1 per Sub-centre from amongst the regular HHWs normally
working in the same Sub-centre in respect of HAUs already established
and no. of Sub-centres already functioning in your Municipality in
consultation with the Local Co-ordination Committee constituted in
connexion with implementation of IPP-VIII Health Programme in your
Area.

While selecting the candidates for placement in training
following criteria may kindly be taken into consideration :

A. Essential qualification

The age limit should be 35-years and above.

... (2)

29/6

10.6.97

WMD

- 1 2 1 -

**Calcutta
Metropolitan
Development
Authority**

Unnayan Bhavan, Bidhan Nagar, Calcutta-700 091

Sector

Floor

B. Minimum Educational qualification

Class VIII passed and is able to read and write in Bengali.

C. Desirable qualifications.

- i) School Final and above.
- ii) Performance report in the post evaluation test after completion of HHWS training.
- iii) Attendance and field activities.
- iv) Performance & compilation of Baseline Survey data and family schedule.
- v) Performance for maintaining records and registers, and
- vi) Aptitude for leadership.

On selection, the list of the candidates may please be sent to this office for confirmation and arranging their training from this end. During the Training period they will draw Honorarium & contingency as HHWS

They will be engaged as 1st Tier Supervisors after successful completion of training. They will be entitled to draw honorarium at the rate of Rs.500/- (Rupees five hundred only) and contingency allowances at the rate of Rs 50/- (Rupees fifty only) per month with effect from the date of actual joining the post.

After engagement, the resultant vacancies of the HHWS thus created will be filled up from the empanelled candidates normally from the same Block/Ward following the guide lines in this regard and after having confirmation from this end.

Enclo:

1. Performance report of post evaluation test of HHWS.

Yours faithfully

[Signature]
CHIEF OF HEALTH
IPP-VIII, CMDA.

28/5/95

Memo No. _____/CMDA/Health/G-95/IPP-VIII/FW(US)/95 dated _____ '95.

Copy forwarded for information and necessary action to:-

CHIEF OF HEALTH
IPP-VIII, CMDA.

Office of the Chief of Health
IPP-VIII, 'G' Block, 3rd floor
Unnayan Bhawan, Salt Lake, Cal-91.

**Calcutta
Metropolitan
Development
Authority**

Unnayan Bhawan, Bidhan Nagar, Calcutta-700 091

No.: 870(5)/CMDA/IPP-8/3A-35/94.

Dated 06.7.98

From : The Chief of Health,
IPP-VIII, CMDA.

Sector ,

Floor

To : The Chairman / ~~MDA~~

Kalyani Municipality
Dist - Nadia.

Sub.: Engagement of part-time 1st Tier
Supervisor under IPP-VIII Health
Programme.

S i r,

It has been reported that the selected trainee 1st tier supervisor as per enclosed list who were placed to undergo a training course for 1st tier supervisor with effect from..5.5.98..... vide this office memo No.649(5)/CMDA/Health/IPP-8/T-6/96.....dated..18.5.98.... have since completed the said training successfully on.....13.6.98.....

You are, therefore, requested to kindly engage her/them as per part-time 1st tier supervisor at the concerned sub-centre of respective HAU under IPP-VIII Health Programme for which she/they were selected.

She/they will be entitled to draw honorarium @ Rs.650/- (revised) + contingency allowance @ Rs.70/- per month per 1st tier supervisor with effect from such date on which she/they are engaged. Bills for honorarium may please be submitted in advance for payment from this end as usual.

Copy of engagement order of 1st tier supervisor with joining report may please be sent to this office for our record and further action.

The resultant vacancies of HHWS ~~are~~ the following engagement of 1st tier supervisor will be filled-up from empanelled candidates considering suitability and proximity of residence from the place of work to be assigned. The list of such empanelled candidate may please be sent to this office for confirmation before engagement.

contd...2

It is in
engagement letter
MDA

MVA / 81 257

CMD

::: 2 :::

**Calcutta
Metropolitan
Development
Authority**

Unnayan Bhavan, Bidhan Nagar, Calcutta-700 005

Sector ,

Floor

Thanking you.

Enclo: List of candidates.

Yours faithfully,

Bipatti 30/6/98
Chief of Health, IPP-VIII, C.M.D.A.

No.:

Dated :

Copy forwarded for information and necessary action to :

1. Dr. S. C. Roy, Deputy Chief, IPP-VIII, CMDA. This has ref. to his note dt-26.6.98.
2. Dr. B. Biswas, Project Officer, IPP-VIII, CMDA.
3. The Accounts Officer, I, IPP-VIII, CMDA.
4. The General File of the Municipality/
Municipal Corporation (Estb. Sector), IPP-VIII, CMDA.

Chief of Health, IPP-VIII, C.M.D.A.

List of HHWs to be engaged as
Part-time 1st Tier Supervisor.

SOUTH DUM DUM MUNICIPALITY

H.A.U. - II

1. Namita Chakraborty.
2. Tapati Sengupta.
3. Manju Dutta.
4. Ratna Biswas.
5. Kalpana Mondal(Sarkar).
6. Mukti Saha.
7. Bani Mazumder.

H.A.U. - IV

1. Subhra Roy.
2. Purnima Roy(Bhattacharjee).
3. Malabika Sen.
4. Minoti Dasgupta.
5. Sime Dey.
6. Sadhana Ghosh.
7. Mitran Biswas.

H.A.U. - V

1. Bala Das.
2. Sabita Das.
3. Papia Ghosh Chowdhury.
4. Sipra Bhowmik.
5. Susama Dey.
6. Ajanta Bose.
7. Sabita Sinha.

DUM DUM MUNICIPALITY.

H.A.U. - I

1. Krishna Dey.
2. Sipra Dutta.
3. Sandhya Nandy.
4. Sukla Lodh.
5. Smiriti Ghosh.

BARASAT MUNICIPALITY

H.A.U. - II

1. Manashi Sen.
2. Maya Ganguly.
3. Rita Mukherjee.
4. Sipra Basu.
5. Mira Banik.
6. Mitali Ghosh.

BARASAT MUNICIPALITY

H.A.U. - III

1. Anuredha Paul.
2. Bina Das.
3. Ashoka Rani Hui.
4. Krishna Ghua.
5. Smiriti Biswas.
6. Rani Bala Mondal.

BHATPARA MUNICIPALITY.

HAU - III

1. Ratna Dey.
2. Chandana Chakraborty.
3. Alpana Chatterjee.
4. Bharati Hatti.
5. Maya Saha.
6. Kamala Das.
7. Sikha Debnath.

HAU - IV

1. Purnalakhmi Sinha.
2. Sila Sengupta.
3. Rama Das.
4. Gouri Dey.
5. Rana Mondal.
6. Swarwati Basak.
7. Ratna Chowdhury.

KALYANI MUNICIPALITY

HAU - I

1. Bina Gupta (Mazumder).
2. Bina Mondal.
3. Rekha Das.
4. Kamala Mondal.
5. Panmoni Soren.
6. Dipti Rani Dey.
7. Alo Das (Mazumder).

Handwritten signature and date: 30/6/98

Smt. Bina Mandal who has been selected by the Selection Committee is hereby engaged as 1st Tier Supervisor on part-time basis at a consolidated and fixed honorarium of Rs 650 = 00 + Contingency allowance @ Rs 70 = 00 only per month on the following terms and conditions:

1. She will work as part-time 1st Tier Supervisor purely on "no work no payment basis" for 12 months at Sub Centre 1 P.P. VIII unit under K.M. Supervision with effect from 08.07.98
2. Her engagement as part-time 1st Tier Supervisor will not entitle her to any right to any service of permanent temporary or any other nature at any time in future.
3. Specific duties to be performed are:
 - a) To supervise and monitor the activities of sub-centres, as well as Honorary Health Workers as required,
 - b) To maintain and supervise the cold chain of vaccines & sera, supply of medicine and equipments and regular monitoring of date expiry of medicines, vaccines etc.,
 - c) To organise family planning camps,
 - d) To organise meetings/exhibitions/Jatras on health matters and other I.E.C. activities,
 - e) Organising referral services to urban family welfare centres and MCH centres,
 - f) To organise and supervise anti-larval measures,
 - g) Maintenance of regular supply of supplementary nutrition packets,
 - h) To organise environmental sanitation programme viz. arrangements for additional inputs, labour etc. for execution of minor projects with assistance of local bodies and local beneficiaries,
 - i) To organise back up services and other innovative schemes,
 - j) To keep surveillance of communicable diseases. To organise and supervise the remedial measures at the time of any outbreak,
 - k) To assist Health Officer in compilation and timely despatch of reports and returns, in preparing charts and diagrams for display etc. and
 - l) To perform any other duty assigned by the Health Officer or any other competent Municipal Authority.
4. The fixed honorarium will be paid on satisfactory performance of duties as specified above on "no work no payment" basis.
5. She will be liable to dismissal without assigning any reason and or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.
6. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

Chairman

29/7/98 Kalyani Municipality.

Copy to:-

The Chief of Health, I.P.P. VIII, C.H.D.A. Unnayan Bhe
S-14 Lane, Cal. 71 - for information and this
has reference to his letter no. 820(5)/C.H.D.A.
I.P.P. VIII/3A-35/98

Received one copy

Bina Mandal

Sub Centre M.T

Smt. Bina Guha (Majumdar) who has been selected by the Selection Committee is hereby engaged as 1st Tier Supervisor on part-time basis at a consolidated and fixed honorarium of Rs. 6502.00 + Contingency allowance @ Rs 702.00 only per month on the following terms and conditions:

1. She will work as part-time 1st Tier Supervisor purely on "no work no payment basis" for 12 months at Subcentra I.P.P. VIII Unit under K.M. Subdivision with effect from 08.07.1998.
2. Her engagement as part-time 1st Tier Supervisor will not entitle her to any right to any service of permanent, temporary or any other nature at any time in future.
3. Specific duties to be performed are:
 - a) To supervise and monitor the activities of sub-centres, as well as Honorary Health Workers as required,
 - b) To maintain and supervise the cold chain of vaccines & sera, supply of medicine and equipments and regular monitoring of date expiry of medicines, vaccines etc.,
 - c) To organise family planning camps,
 - d) To organise meetings/exhibitions/Jatras on health matters and other I.E.C. activities,
 - e) Organising referral services to urban family welfare centres and MCH centres,
 - f) To organise and supervise anti-larval measures,
 - g) Maintenance of regular supply of supplementary nutrition packets,
 - h) To organise environmental sanitation programme viz. arrangements for additional inputs, labour etc. for execution of minor projects with assistance of local bodies and local beneficiaries,
 - i) To organise back up services and other innovative schemes,
 - j) To keep surveillance of communicable diseases. To organise and supervise the remedial measures at the time of any outbreak,
 - k) To assist Health Officer in compilation and timely despatch of reports and returns, in preparing charts and diagrams for display etc. and
 - l) To perform any other duty assigned by the Health Officer or any other competent Municipal Authority.
4. The fixed honorarium will be paid on satisfactory performance of duties as specified above on "no work no payment" basis.
5. She will be liable to dismissal without assigning any reason and or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.
6. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

NO: 8457 & 8457 (1) / H.S-2 dt: 31/7/98

E/c. copy of joining report attached herewith. Chairman

Kalyani Municipality.

COPY TO:- The Chief of Health, I.P.P. VIII, C.M.D.A., Udaygaya Bhaban, Salt Cal- 911, for information and this has reference to letter no: 820 (5) / C.M.D.A. / I.P.P. VIII / B-A-35/98 etc.

Received one copy

Bina Guha (Majumdar)

Sub centre - 2.

Smt. Rekha Das who has been selected by the Selection Committee is hereby engaged as 1st Tier Supervisor on part-time basis at a consolidated and fixed honorarium of Rs. 6500.00 + Contingency allowance @ Rs 700.00 only per month on the following terms and conditions:

1. She will work as part-time 1st Tier Supervisor purely on "no work no payment basis" for 12 months at Subdi

1. P.P. VIII with effect from 08.07.1998

2. Her engagement as part-time 1st Tier Sup will not entitle her to any right to any service of permanent temporary or any other nature at any time in future.

3. Specific duties to be performed are:

- To supervise and monitor the activities of sub-centres, as well as Honorary Health Workers as required,
- To maintain and supervise the cold chain of vaccines sera, supply of medicine and equipments and regular monitoring of date expiry of medicines, vaccines etc.,
- To organise family planning camps,
- To organise meetings/exhibitions/Jatras on health matters and other I.E.C. activities,
- Organising referral services to urban family welfare centres and MCH centres,
- To organise and supervise anti-larval measures,
- Maintenance of regular supply of supplementary nutrition packs
- To organise environmental sanitation programme viz. arrangements for additional inputs, labour etc. for execution of minor projects with assistance of local bodies and local beneficiaries,
- To organise back up services and other innovative schemes,
- To keep surveillance of communicable diseases. To organise and supervise the remedial measures at the time of any outbreak
- To assist Health Officer in compilation and timely despatch of reports and returns, in preparing charts and diagrams for display etc. and
- To perform any other duty assigned by the Health Officer or any other competent Municipal Authority.

4. The fixed honorarium will be paid on satisfactory performance of duties as specified above on "no work no payment" basis.

5. She will be liable to dismissal without assigning any reason and or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.

6. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

No: 8456 & 8456 (1)/HS-2 ; dt: 31/7/98

E/C

29/7/98

Chairman

Kalyani Municipality.

Copy to:- The Chief of Health, I.P.P. VIII, C.M.D.A., Ummayyan Bhaban, Salt Lake, for information and this has reference to his letter no. 820 C.M.D.A./I.P.P.-VIII/BA-35/94. dt 6/7/98

Received one copy

Smt. Kamala Mandal, who has been selected by the Selection Committee is hereby engaged as 1st Tier Supervisor on part-time basis at a consolidated and fixed honorarium of Rs. 650:00 + Contingency allowance @ Rs 70:00 only per month on the following terms and conditions:

1. She will work as part-time 1st Tier Supervisor purely on "no work no payment basis" for _____ months at Sub Centre

I.P. Unit with effect from 08.07.1998

2. Her engagement as part-time 1st Tier Supervisor will not entitle her to any right to any service of permanent temporary or any other nature at any time in future.

3. Specific duties to be performed are:

- To supervise and monitor the activities of sub-centres, as well as Honorary Health Workers as required,
- To maintain and supervise the cold chain of vaccines & sera, supply of medicine and equipments and regular monitoring of date expiry of medicines, vaccines etc.,
- To organise family planning camps,
- To organise meetings/exhibitions/Jatras on health matters and other I.E.C. activities,
- Organising referral services to urban family welfare centres and MCH centres,
- To organise and supervise anti-larval measures,
- Maintenance of regular supply of supplementary nutrition packets
- To organise environmental sanitation programme viz. arrangements for additional inputs, labour etc. for execution of minor projects with assistance of local bodies and local beneficiaries,
- To organise back up services and other innovative schemes,
- To keep surveillance of communicable diseases. To organise and supervise the remedial measures at the time of any outbreak,
- To assist Health Officer in compilation and timely despatch of reports and returns, in preparing charts and diagrams for display etc. and
- To perform any other duty assigned by the Health Officer or any other competent Municipal Authority.

4. The fixed honorarium will be paid on satisfactory performance of duties as specified above on "no work no payment" basis.

5. She will be liable to dismissal without assigning any reason and or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.

6. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

DC = 84552 8455(i) / HS-2

dt = 31/7/98

Chairman

Kalyani Municipality.

CCP to:- The Chief of Health, I.P. VIII, C.M.D.A. Unnayan Bhawan, Salt Lake
Cal- 91 for information and this has reference to his letter no. 520(S)
C.M.D.A./I.P.-VIII/3A-35/94. dt. 6.7.98
Copy of training report

Smt. Pannoni Sreen. who has been selected by the selection Committee is hereby engaged as 1st Tier Supervisor on part-time basis at a consolidated and fixed honorarium of Rs. 650-00 + Contingency allowance @ Rs 70-00 only per month on the following terms and conditions:

1. She will work as part-time 1st Tier Supervisor purely on "no work no payment basis" for _____ months at Sub Centre

1. P.P. VIII unit under K.M. Supervision with effect from 08.07.1978

2. Her engagement as part-time 1st Tier Supervisor will not entitle her to any right to any service of permanent, temporary or any other nature at any time in future.

3. Specific duties to be performed are:

- a) To supervise and monitor the activities of sub-centres, as well as Honorary Health Workers as required,
 - b) To maintain and supervise the cold chain of vaccines & sera, supply of medicine and equipments and regular monitoring of date expiry of medicines, vaccines etc.,
 - c) To organise family planning camps,
 - d) To organise meetings/exhibitions/Jatras on health matters and other I.E.C. activities,
 - e) Organising referral services to urban family welfare centres and MCH centres,
 - f) To organise and supervise anti-larval measures,
 - g) Maintenance of regular supply of supplementary nutrition packets.
 - H) To organise environmental sanitation programme viz. arrangements for additional inputs, labour etc. for execution of minor projects with assistance of local bodies and local beneficiaries,
 - i) To organise back up services and other innovative schemes,
 - j) To keep surveillance of communicable diseases. To organise and supervise the remedial measures at the time of any outbreak,
 - k) To assist Health Officer in compilation and timely despatch of reports and returns, in preparing charts and diagrams for display etc. and
 - l) To perform any other duty assigned by the Health Officer or any other competent Municipal Authority.
4. The fixed honorarium will be paid on satisfactory performance of duties as specified above on "no work no payment" basis.
5. She will be liable to dismissal without assigning any reason and or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.
6. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

MC- 845A2 8454(1)/1H-2
dt: 21/7/78
Chairman
Kalyani Municipality.

Copy to: The Chief of Health, IPP-VIII, C.M.D.A. Lennayan Bhawan, Salt Lake, Cal-91, for information and this has reference to his letter no 820(5)/C.M.D.A./IPP-VIII/
copy of joining report JEA 3A-35/94 dt 6.7.78
attached herewith.
Received one P.A.N

Smt. Deepti Rani Dey who has been selected by the selection Committee is hereby engaged as 1st Tier Supervisor on part-time basis at a consolidated and fixed honorarium of Rs. 650.00 + Contingency allowance @ Rs 70.00 only per month on the following terms and conditions:

1. She will work as part-time 1st Tier Supervisor purely on "no work no payment basis" for _____ months at Subcentre no 6

I.P.V.III Unit under K.M. with effect from 08.07.1998

2. Her engagement as part-time 1st Tier Supervisor will not entitle her to any right to any service of permanent, temporary or any other nature at any time in future.
3. Specific duties to be performed are:
- To supervise and monitor the activities of sub-centres, as well as Honorary Health Workers as required,
 - To maintain and supervise the cold chain of vaccines & sera, supply of medicine and equipments and regular monitoring of date expiry of medicines, vaccines etc.,
 - To organise family planning camps,
 - To organise meetings/exhibitions/Jatras on health matters and other I.E.C. activities,
 - Organising referral services to urban family welfare centres and MCH centres,
 - To organise and supervise anti-larval measures,
 - Maintenance of regular supply of supplementary nutrition packets,
 - To organise environmental sanitation programme viz. arrangements for additional inputs, labour etc. for execution of minor projects with assistance of local bodies and local beneficiaries,
 - To organise back up services and other innovative schemes,
 - To keep surveillance of communicable diseases. To organise and supervise the remedial measures at the time of any outbreak,
 - To assist Health Officer in compilation and timely despatch of reports and returns, in preparing charts and diagrams for display etc. and
 - To perform any other duty assigned by the Health Officer or any other competent Municipal Authority.
4. The fixed honorarium will be paid on satisfactory performance of duties as specified above on "no work no payment" basis.
5. She will be liable to dismissal without assigning any reason and or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.
6. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

O/C NO = 84532
8453(i)/ @ HS-2

Chairman

Dt = 31/7/98

Kalyani Municipality.

Copy to:- The Chief of Health, I.P.V.III, C.M.D.A. Unnayan Bhawan Salt Lake, Cal-91 for information & this has reference to his letter no 820(5)/C.M.D.A./I.P.V.III/3A-3594 dt 6.7.98.

Copy of joining report attached herewith.

Smt. Ala Das (Majumdar) who has been selected by the Selection Committee is hereby engaged as 1st Tier Supervisor on (Subcentre) part-time basis at a consolidated and fixed honorarium of Rs. 650-00 + contingency allowance Rs 70-00 only per month on the following terms and conditions:

1. She will work as part-time 1st Tier Supervisor purely on "no work no payment basis" for _____ months at Subcentre no 7

1. P.P. VIII unit under supervision with effect from 08.07.1998

2. Her engagement as part-time 1st Tier Supervisor will not entitle her to any right to any service of permanent temporary or any other nature at any time in future.

3. Specific duties to be performed are:

- To supervise and monitor the activities of sub-centres, as well as Honorary Health Workers as required,
- To maintain and supervise the cold chain of vaccines, sera, supply of medicine and equipments and regular monitoring of date expiry of medicines, vaccines etc.,
- To organise family planning camps,
- To organise meetings/exhibitions/Jatras on health matters and other I.E.C. activities,
- Organising referral services to urban family welfare centres and MCH centres,
- To organise and supervise anti-larval measures,
- Maintenance of regular supply of supplementary nutrition packets,
- To organise environmental sanitation programme viz. arrangements for additional inputs, labour etc. for execution of minor projects with assistance of local bodies and local beneficiaries,
- To organise back up services and other innovative schemes,
- To keep surveillance of communicable diseases. To organise and supervise the remedial measures at the time of any outbreak,
- To assist Health Officer in compilation and timely despatch of reports and returns, in preparing charts and diagrams for display etc. and

7. To perform any other duty assigned by the Health Officer or any other competent Municipal Authority.

4. The fixed honorarium will be paid on satisfactory performance of duties as specified above on "no work no payment" basis.

5. She will be liable to dismissal without assigning any reason and or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.

6. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

Chairman
Kalyani Municipality.

2) Copy to The Chief Health Officer, P.P. VIII, C.M.D.A. Unnayan Bhawan, Subhiksha City, Cal-91 for information & this has reference to his letter no- 820(5)/C.M.D.A./P.P. VIII/3A-35/94 dt 16.7.98.

no = 7946/HS-2, dt = 16/6/98

Please refer to the number
with file make and date of
the letter in future reference

NO.

PHONE NO.

Office : 81-2082

81-1318

Resi : 81-2120

Office of the Municipal Councillors

BHATPARA

From :

Sri Tinkori Modak

Chairman, Bhatpara Municipality.

To _____

Dated Bhatpara the _____ 19__

Certified that the following 1st tier Supervisors
have undergone a training course for the 1st tier Supervisors
at Bhatpara Municipality during the period from 6th May, 1998
to 13th June, 1998.

They have not been paid any tiffin or tiffin allow-
ance or travelling allowance for this period:

South Dum Dum Municipality (Unit 4 & 5) South DUM Dum Municipality (Unit No. 2)

1. Minati Das Gupta
2. Purnima Roy
3. Malabika Sen
4. Sabita Tribedi (Panel)
5. Subhra Roy
6. Sadhana Ghosh
7. Sima Dey
8. Bulu Das
9. Sabita Das
10. * Papia Ghosh Choudhury
11. Namita Dey (Panel)
12. Sabita Sinha (15 days)
13. Susama Roy
14. Ajanta Bose
15. Sipra Bhowmick

1. Namita Chakraborty
2. ~~Tapati~~ Tapati Sengupta
3. Ratna Biswas
4. Manju Dutta
5. Kalpana Mandal
6. Mukti Saha
7. Bani Majumder
8. Bina Panja
9. Mandira Dutta
10. Sadhana Gain

Kalvani Municipality

1. Bina Guha Majumder
2. Bina Mandal
3. Rekha Das
4. Kamala Mandal
5. Panmoni Soreh
6. Dipti Rani Dey
7. Alo Majumder

Dum Dum Municipality

1. Krishna Dey
2. Smriti Ghosh
3. Sukla Lodh
4. Sandhya Nandi
5. Sipra Dutta
- 6.

Barasat Municipality

1. Manashi Sen
2. Maya Ganguly
3. Meera Banik
4. Sipra Basu
5. Reeta Mukherjee
6. Mitali Ghosh

8. Anuradha Pal
9. Bina Das
10. Asoka Hal
11. Smriti Ghosh
12. Banibala Mandal
13. Krishna Guha

Mr D. Bhattacharya

Chairman
Bhatpara Municipality

OFFICE OF THE CHIEF OF HEALTH

Calcutta Metropolitan Development Authority
Unnayan Bhavan, Salt Lake City, Calcutta-91.

**Calcutta
Metropolitan
Development
Authority**

Unnayan Bhavan, Bidhan Nagar, Calcutta-700 091.

Sector

Floor

Memo No: 1151 /CMDA/Health/3A-54/94-IPP-VIII

Dated: 27.9.96

From : Dr. B. Bhattacharjee,
Chief of Health, CMDA.

To : The Chairman / ~~Mayor~~,
Kalyani Municipality
Nadia.

Sub: Engagement of additional part-time staff
for H.A.Us under IPP - VIII Health Programme

Sir,

Since the final selection of H.H.Ws for MR. HAU - I in your Municipality has been completed and the training programme for the same category of staff is going ~~on in the city~~, you are requested to engage additional part-time staff as indicated in the margin for the H.A.Us for your municipality/municipal corporation. The minimum age of the candidate should be 35 yrs. The qualification and mode of selection will conform to the existing Municipal Rules and the norms being followed by the municipality/Municipal Corporation. The Clerk-cum-Store Keeper should have working knowledge of typing.

The terms and conditions for engagement are as follows :

* 1. Second Tier Supervisor : Sanitary Inspector/Health Inspector	-- 2 @ Rs.700/-p.m.	✓
2. Clerk-cum-Store Keeper.	-- 1 @ Rs.500/-p.m.	✓
** 3. Attendant	-- 2 @ Rs.350/-p.m.	✓
4. Sweeper	-- 1 @ Rs.150/-p.m.	✓

(a) They are to be engaged as part-time workers for a period of three months as per Municipal Rules and the first engagement will be for a period of three months only, at a fixed honorarium as indicated in the above (category-wise) on no work no pay basis. They should be paid from the date of inauguration of the Trng. Prog. of HHW or from the date of joining whichever is later. ✓

(b) The engagement of part-time workers will not entitle them to any right or guarantee for services of permanent, temporary, casual or of any nature at any time in future.

(c) They will be liable to dismissal without assigning any reason and or without any notice if they fail to perform their duties properly or due to circumstances which may not require their services ;

NB * Not to be engaged during Training Period. Application with Bio-data to be sent to this office prior approval before engagement.

** Only one may be engaged during training period.

Sa. Put up for no. Sec. claim made for no. before 11/7/10/96

- (d) They will also abide by the rules and instructions which will be issued by the municipal authorities from time to time.

The first engagement of the part-time staff should be for a period of three months and if so required they may be re-engaged. The terms of their re-engagement should not exceed six months at a stretch. The date and period of every re-engagement should be intimated in time to the Chief of Health, IPP-VIII for release of fund towards payment of Honorarium.

Action taken from your end may kindly be intimated to the undersigned for records and to help the undersigned in disbursing honorarium in future.

You are further requested to primarily select candidates to fill up the two posts of part-time Medical Officers for each H.A.U. from your locality with minimum qualification of M.B.B.S. They must be registered under West Bengal Medical Council. The fixed honorarium for each of the part-time Medical Officer is Rs.1200/-per month.

At least two names for each post of part-time Medical Officer with the applications including bio-data may kindly be forwarded to the undersigned within _____ for final selection by the Selection Committee, set up for the purpose.

Encl-3 (Copy of draft order)

Yours faithfully,

(Signature) 27/9/76
(Dr. B. Bhattacharjee)
Chief of Health
IPP-VIII/CMDA.

Memo No: /CMDA/Health/3A-54/94-IPP-VIII dt.

Copy forwarded for information & necessary action to :-

1. The Secretary, C.M.D.A. & Project Director. IPP-VIII, Calcutta.
2. The Joint Secretary, CMDA, 3A, Auckland Place,
3. Sri T. B. Sinha, Dy. Secretary, (Prog.), C.M.D.A.
4. Col. (Dr.) N.G. Gangopadhyay, Advisor (Health), C.M.D.A.
5. Dr. S.C. Roy, Dy. Chief, IPP-VIII, C.M.D.A.
6. Dr. P.N. Chakraborty, Asstt. Chief, IPP-VIII, C.M.D.A.
7. The A.C.F.A., CMDA, IPP-8
8. Sri U.R. Dutta, Accounts Officer, IPP-VIII, C.M.D.A.
9. Sri S. Sengupta, Accountant, IPP-VIII, C.M.D.A.
10. General File, Estab. Sec. IPP-VIII, C.M.D.A. Unnayan Bhavan.

(Dr. B. Bhattacharjee)
Chief of Health
IPP-VIII/CMDA .

Office of the Chief of Health,
IPP-VIII 3rd floor, 'G' Block,
Unnayan Bhawan, Salt Lake, Cal-91

**Calcutta
Metropolitan
Development
Authority**

No. 45/CMDA/Health/IPP-VIII/3A-54/94

Date : 09.1.98

From : The Chief of Health,
IPP-VIII, C.M.D.A.

To : The Chairman,
Kalyani Municipality,
Kalyani, Dist. Nadia.

Sub : Engagement of part-time Clerk-cum-Store Keeper
under IPP-VIII health programme in your Municipality

S i r,

Kindly refer to your memo No. 4459/As-2 dt. 29.12.97 and as proposed this is to state that this office has got no objection in engaging Sri Hironmoy De S/O Sri Haradhan Dey of B-2/310, Kalyani, Nadia as part-time Clerk-cum-Store Keeper for HAU - I under IPP-VIII health programme in your Municipality.

Copy of engagement order from your end and joining report of Sri Dey may please be sent to this office for our record and further action.

Thanking you,

Yours faithfully,

[Signature]
Chief of Health,
IPP-VIII, CMDA

No. /CMDA/Health/IPP-VIII/3A-54/94

Date : 1.98

Copy forwarded for information & necessary action :-

1. Dr. D. Nag, Asstt. Chief, IPP-VIII
2. The Accounts Officer(I), IPP-VIII
3. General file of the Municipality, Estt. section, IPP-VIII

Chief of Health,
IPP-VIII, CMDA

Sl. No. 1 Hiranmoy Roy S/O Sri Mahadhar Das B-2/30,
Kalyani Nagar who has been selected by the Selection Committee
 is hereby engaged as clerk cum Store Keeper on Part-time
 basis at a consolidated and fixed honorarium of Rs. 650/- (Rupees
Six hundred fifty only) only per month on the
 following terms and conditions :-

1. He/she will work as Part-time clerk cum Store Keeper
 purely on "No work no payment" basis for 3 (Three)
 months at I.P.P. unit under N.M. supervision with effect from
1.02.98
2. His/her engagement of part-time clerk cum Store Keeper will
 not entitle him/her to any right to any service of payment/
 temporary of any other nature at any time in future.
3. Specific duties to be performed are :-
 - a) He/she will make office correspondence including
 typing, keep the office records and perform other
 associated official work,
 - b) He/she will make necessary indents, collections,
 maintenance of stock and supply of medicines/FW &
 MCH drugs and materials/vaccines and other items of
 stores,
 - c) He/she will maintain cold chain of vaccine/sera and
 regularly check in the date expiry of medicine, vac-
 cine etc.,
 - d) He/she will ensure timely despatch of monthly reports
 and other reports and returns,
 - e) He/she will perform any other duty assigned by the
 Health Officer or any other competent Municipal
 Authority.
4. The fixed honorarium will be paid on satisfactory perfor-
 mance of allotted duties on "No work no payment" basis,
5. He/she will liable to dismissal without assigned any
 reason and or without any notice if he/she fails to per-
 form his/her duties properly or due to circumstances which
 may not require her/her services.
6. He/she will also abide by the rules and instructions
 which will be issued by the Municipal authorities from
 time to time.

Mayor/Chairman,
 Municipal Corpn./Municipality
 Notified Area Authority

Chairman

Kalyani Municipality.

Copy to 1) To the Chief of Health, I.P.P. M & M.D.A.
Unnayan Bhawan, Salt Lake Cat 91/1001
 with reference to L.H.No. 45/CMOA/Health/1001/
3A-5499 dt. 9.1.98

Chairman 29/1/98

Kalyani Municipality.

No 2 4877/H-2-2 4877 ①/H-2



Office of the
Kalyani Municipality

PHONE 24109/2455
FAX 24109/2455

CITY CENTRE COMPLEX
PO KALYANI DIST. NADIA
WEST BENGAL
PIN-741 245

No. 4909/HS-2

Dated 23.02.98

From: Dr. Shantanu Jha Ph.D.
CHAIRMAN
Kalyani Municipality

To
The Chief of Health,
IPP-VIII, C.M.D.A.
3rd Floor, G-Block,
Unnayan Bhaban,
Salt Lake City,
Calcutta - 700 091.

Sub: Engagement of parttime Clerk-cum-
Store-Keeper under IPP-VIII Health
Programme in Kalyani Municipality.

S i r,

With reference to your letter No.45/CMDA/Health/
IPP-VIII/3A-54/94 dated 09-01-98, I am sending herewith
the copy of joining report and engagement letter of
Shri Hiranmay Dey as part-time Clerk-cum-Store Keeper,
IPP-VIII Health Programme in Kalyani Municipality for
your record and further action.

Enclo: As above.

Yours faithfully,

Chairman,
Kalyani Municipality.

7c 24/2/98

OFFICE OF THE KALYANI MUNICIPALITY
CITY CENTRE COMPLEX :KALYANI:NADIA

No. 5168/MS-2

Date 23.02.98

Smt. Pramila Dhali (Mandal) wife of Shri Tapan Mandal, Ghoshpara, Kalyani, Nadia who has been selected by the Selection Committee is hereby engaged as Attendant on Part-Time basis at a consolidated and fixed honorarium of Rs.450-00 (Rupees four hundred fifty) only per month on the following terms and conditions.

1. She will work as Part-Time Attendant purely on "No Work No Payment Basis" for 3 (three) months at I.P.P.VIII Unit with effect from 01-03-1998 under supervision of Kalyani Municipality.
2. Her engagement of Part-Time Attendant will not entitle her to any right to any service of permanent/temporary of any other nature at any time in future.
3. The fixed honorarium will be paid on satisfactory performance of allotted duties on "No Work No Payment" basis.
4. She will be liable to dismissal without assigning any reason and/or without any notice if she fails to perform her duties properly or due to circumstances which may not require her services.
5. She will also abide by the rules and instructions which will be issued by the Municipal Authorities from time to time.

Received one copy.

(SHANTANU JHA)
Chairman,

Kalyani Municipality.

NO = 5168/D/MS-2. DT = 23.02.98
The Chief of Health, I.P.P.-VIII, C.M.D.A. (Health)
Udayan Bhawan, Salt Lake City, Cal - 91.
for information.

Chairman
Kalyani Municipality.

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OFFICE OF THE CHIEF OF HEALTH
IPP-VIII, CMDA, UNNAYAN BHAVAN
G-BLOCK, 3RD FLOOR, CALCUTTA-91.

**Calcutta
Metropolitan
Development
Authority**

NO: 0785/CMDA/Health/IPP-8/3A-54(Pt.I)

~~DATE~~ 11-6 '99

From : The Chief of Health
IPP-8, CMDA.

To : The Chairman
Kalyani Municipality
Kalyani, Nadia.

Sub : Engagement of Part-time Attendant
and Sweeper for HAU-I.

Sir,

Kindly refer to your Memo No.2707/HS-2 dated 31.5.99 on the subject mentioned above, and this is to state that as proposed, this office has got no objection in the action taken by you towards engagement of Smt. Basanti Dutta ^{C/o Sri Krishna Dutta} as a part-time attendant and Shri Buro Bansfore son of Shri Sukdeb Bansfore as a part-time sweeper for HAU-I established under IPP-8 Health Programme in your municipality.

Yours faithfully,

11/6/99
Chief of Health
IPP-VIII: CMDA.

NO: /CMDA/Health/IPP-8/3A-54(Pt.I) JUNE '99

Copy forwarded for information to :-

1. The Accounts Officer , IPP-3, CMDA.
2. General File of the Municipality.

Chief of Health
IPP-VIII, CMDA.


*S.D.
Show it to
Chairman and then
new engagement
letter.*
11/6/99

OFFICE OF THE KALYANI MUNICIPALITY
CITY CENTRE COMPLEX :KALYANI:NADIA

Date _____

Shri Buro Bansfore Son of Shri Sukdeb Bansfore, B-18/186, Kalyani Nadia who has been Selected by the Selection Committee is hereby engaged as Sweeper on part-time basis at a consolidated and fixed honorarium of Rs.250.00 (Rupees Two hundred and fifty) only per month on the following terms and conditions:


1. He will work as part-time Sweeper purely on " No Work No Payment" basis for 3(three) months at IPP-VIII unit with effect from 1.7.99 under supervision of Kalyani Municipality.
2. His engagement of part-time Sweeper will not entitle his to any right to any service of permanent / temporary of any other nature at any time in future.
3. The fixed honorarium will be paid on satisfactory performance of allotted duties on " No Work No Payment" basis.
4. He will be liable to dismissal without assigning any reason and/ or without any notice if he fails to perform his duties properly or due to circumstances which may not require his services.
5. He will also abide by the rules and instruction which will be issued by the Municipal Authorities from time to time.



(SHANTANU JHA)
Chairman
Kalyani Municipality

No. 2985 (1)/MS-2

Date 22.6.99

Copy to : ✓ The Chief of Health, IPP-VIII, CMDA, Unnayan Bhawan,
Salt Lake City, Calcutta- 700 091.
- for kind information.


Chairman
Kalyani Municipality


22/6/99