

05	Albendazole	400 mg /Tab (1 tab /strips)	1728 strips ✓
06	Metronidazole	400 mg /Tab (10 tabs / strips )	2180 strips
07	Dicyclomine	20 mg/Tab (10 tabs/ strips)	272 strips
08	Ibruphen	400 mg /Tab ( 10 tabs /strips)	244 strips ✓
09	Co-Trimoxazole Adult	Sulphamethoxazole 400 mg & Trimethoprim 80mg / Tab (10 tab/strip)	1090 strips ✓
10	Co-Trimoxazole Pediatric	Sulphamethoxazole 200 mg & Trimethoprim 40mg / Tab (10 tab/strip)	1090 strips ✓
11	Chloramphenicol Eye Aplicap	15 w/w in aplicap. Each aplicap to contain 250 mg of oint	1516 aplicaps ✓
12	Povidone Iodine oint	5% ( 5 mg/ tube)	1320 tubes ✓
13	Tablet IFA (Large)	Ferous Suphate 180 mg & Folic Acid 0.5 mg/Tab (10 Tabs / strip)	2180 strips
14	Tablet IFA (Small)	Ferous Suphate 60 mg & Folic Acid 0.1 mg/Tab (10 Tabs / strip)	2180 strips
15	Vit. "A" Solution	2 lac IU / 5ml ( 60 ml/bottle )	750 bottle

With thanks,

*B. K. Singh*  
 Chairman,  
 Nabadwip Municipality  
 Chairman  
 Nabadwip Municipality

80.115

## Requisition of fund for the period from October'08 to December'08

TOTAL

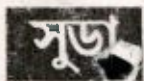
1,150,000.00	5,99,000
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*[Handwritten signature]*

80115

**Chairman**  
**Raniganj Municipality**





## রাজ্য নগর উন্নয়ন সংস্থা

### STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা ৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

SUDA-67/2006/1340

01.12.2008

ক্রমিক নং.....

তারিখ.....

From : Director, SUDA

To : The Manager,  
State Bank of India,  
Salt Lake City, Kolkata - 700 091.

**Sub : Preparation of Account Payee Demand Draft  
Current Account No.10836424685.**


**Community Based Primary Health Care Services**

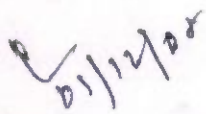
Sir,

You are requested to kindly arrange for preparation of the following Account Payee Demand Drafts as per details given below, debiting the amount from this office Current Account No.10836424685 lying with your branch in respect of Community Based Primary Health Care Services.

412.08  
760925  
20

Sl. No.	Name of Payee	Amount (in Rs.)	SBI Branch
1.	Chairman, Egra Municipality	8,26,000.00	Contai
2.	Chairman, Kalimpong Municipality	5,27,000.00	Kalimpong
<b>Total</b>		<b>13,53,000.00</b>	
<b>(Rupees Thirteen Lakh Fifty Three Thousand only)</b>			

  
(Debasis Mitra)  
Joint Secretary  
M.A.Department, GOWB

  
(C.Sircar)  
Director  
SUDA

**সূদা****SUDA****রাজ্য নগর উন্নয়ন সংস্থা****STATE URBAN DEVELOPMENT AGENCY**

"ইলগাস ভবন", এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা ৭০০ ১০৬, পশ্চিমবঙ্গ

"ILGUS BHAVAN", H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং..... SUDA-67.2006/ 1311

তারিখ..... 26.11.2008

From : Director, SUDA

To : The Manager,  
State Bank of India,  
Salt Lake City, Kolkata - 700 091.**Sub : Preparation of Account Payee Demand Draft  
Current Account No.10836424685.****Community Based Primary Health Care Services**

Sir.

You are requested to kindly arrange for preparation of the following Account Payee Demand Drafts as per details given below, debiting the amount from this office Current Account No.10836424685 lying with your branch in respect of Community Based Primary Health Care Services.

Sl. No.	Name of Payee	Amount (in Rs.)	SBI Branch
1.	Chairman, Baduria Municipality	3,83,000.00	Baduria
2.	Chairman, Bongaon Municipality	9,00,000.00	Bongaon
3.	Chairman, Contai Municipality	1,88,000.00	Contai
4.	Chairman, Coopers' Camp N.A.A.	3,08,000.00	Ranaghat
5.	Chairman, Dhulian Municipality	2,98,000.00	Dhulian
6.	Chairman, Dubrajpur Municipality	3,24,000.00	Dubrajpur
7.	Chairman, Jhalda Municipality	2,41,000.00	Jhalda
8.	Chairman, Kaliagunj Municipality	5,81,000.00	Kaliagunj
9.	Chairman, Khirpai Municipality	3,85,000.00	Khirpai (Halder Dighi)
10.	Chairman, Mekhliligunj Municipality	1,70,000.00	Jalpaiguri
11.	Chairman, Memari Municipality	2,64,000.00	Memari
12.	Chairman, Rampurhat Municipality	4,31,000.00	Rampurhat
13.	Chairman, Sonamukhi Municipality	3,33,000.00	Sonamukhi
14.	Chairman, Tarakeswar Municipality	2,43,000.00	Tarakeswar
15.	Chairman, Tufangunj Municipality	2,36,000.00	Cooch Behar
<b>Total</b>		<b>52,85,000.00</b>	
<b>(Rupees Fifty Two Lakh Eighty Five Thousand only)</b>			

(Debasis Mitra)  
Joint Secretary  
M.A.Department, GOWB

**DELIVERED**

(C.Sircar)  
Director  
SUDA

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : dirsudawb@yahoo.com

Account Section : 2358 6408





Memo no EM-760/CBPHes-01/'08 Date- 10/11/2008.

**Community Based Primary Health Care  
Services in 63 Non-KMA ULBs**

**Requisition of fund**

Requisition of fund for 12 months is to be submitted by the chairperson/Vice-chairperson to Director SUDA as per format along with a forwarding letter.

**Egra Municipality Requisition of fund for the period of April-08 to March-2009 .**

Sl. No.	Items	Requisitioned Amount in Rs.
	<b>Non-Recurring</b>	
1.	Equipment	
2.	Furniture	
3.	Construction : (Not applicable for the present )	
	a) Sub-Center	
	b) OPD Cum Maternity Home	
	c) OPD	
4.	I.E.C & Materials	
5.	Renovation Works	
6.	Base Line Survey	
7.	Family Schedule,Traning manual,HMIS format & HHW Kit bag	
8.	Strengthening of existing Maternity Homes&Dispensaries (Not applicable for the present )	
	<b>Recurring</b>	
9.	Honorarium(With arrear)	4,01,605.00
10.	Salaries	3,78,011.00
11.	Rent	6,000.00
12.	Training	Nil
13.	Drug	Nil
14.	I.E.C.	<del>30,000.00</del> 10,000.00
15.	Operating cost (Sundries,printing ,postage & telephone,TA/DA etc.)	<del>60,000.00</del> 30,000.00
	<b>TOTAL</b>	<del>8,75,616.00</del>

Rs. 8.26 lakhs  
may be released  
[Signature]

Signature of Chairman/ Vice chairman.

CHAIRMAN,  
EGRA MUNICIPALITY  
Purb Medinipur

Egra Mpi.  
[Signature]

[Signature] 10.11.08 825616

# KALIMPONG MUNICIPALITY

MEMO NO. 2047.../KM

DATED 17/10/08

The Director,  
S.U.D.A.  
Health Wing,  
"ILGUS BHAWAN"  
H.C. Block, Sector-III  
Bidhannagar  
Kolkata-91



SUB:- Requisition of Fund for Drugs, Salary, Enhancement of Honorarium, Arrear Honorarium, Ad-hoc bonus for Puja.


Respected Sir,

I am submitting herewith the statement of requisition for the enhancement of honorarium of Medical Officer in accordance to your letters bearing Ref. No. 610/MA/P/C-10/1G-5/2007 dated 3<sup>rd</sup>, June, 08, arrear due to enhancement of honorarium of 23 Nos. of Health Workers as per Ref. No. SUDA Health/63 ULBs/08/16/209 (63) dated 15, Sept., 2008 & ad-hoc bonus for puja as per Ref. No.- SUDA Health/08/13/220 (61) dated 19<sup>th</sup>, Sept., 2008. Therefore I would like to request you to kindly grant further fund for Drugs & Salary as per the enclosed requisition for the smooth running of the project.

Encl: as stated above.

Thanking you,



  
(Norden Lama)  
Chairman,  
Kalimpong Municipality.  
Chairman  
Kalimpong Municipality

FA = 4,49,049

Sof = 1,10,000 - upto 2008.08  
92308 - oed  
2,09,308



## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা ৭০০ ১০৬, পশ্চিমবঙ্গ  
 “ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

SUDA-67/2006/ 1311

26.11.2008

ক্রমিক নং.....

তারিখ.....

From : Director, SUDA

To : The Manager,  
 State Bank of India.  
 Salt Lake City, Kolkata - 700 091.

Sub : Preparation of Account Payee Demand Draft  
 Current Account No.10836424685.

## Community Based Primary Health Care Services

Sir,

You are requested to kindly arrange for preparation of the following Account Payee Demand Drafts as per details given below, debiting the amount from this office Current Account No.10836424685 lying with your branch in respect of Community Based Primary Health Care Services.

Sl. No.	Name of Payee	Amount (in Rs.)	SBI Branch
1.	Chairman, Baduria Municipality	3,83,000.00	Baduria
2.	Chairman, Bongaon Municipality	9,00,000.00	Bongaon
3.	Chairman, Contai Municipality	1,88,000.00	Contai
4.	Chairman, Coopers' Camp N.A.A.	3,08,000.00	Ranaghat
5.	Chairman, Dhulian Municipality	2,98,000.00	Dhulian
6.	Chairman, Dubrajpur Municipality	3,24,000.00	Dubrajpur
7.	Chairman, Jhalda Municipality	2,41,000.00	Jhalda
8.	Chairman, Kaliagunj Municipality	5,81,000.00	Kaliagunj
9.	Chairman, Khirpai Municipality	3,85,000.00	Khirpai (Halder Dighi)
10.	Chairman, Mekhligunj Municipality	1,70,000.00	Jalpaiguri
11.	Chairman, Memari Municipality	2,64,000.00	Memari
12.	Chairman, Rampurhat Municipality	4,31,000.00	Rampurhat
13.	Chairman, Sonamukhi Municipality	3,33,000.00	Sonamukhi
14.	Chairman, Tarakeswar Municipality	2,43,000.00	Tarakeswar
15.	Chairman, Tufangunj Municipality	2,36,000.00	Cooch Behar
Total		52,85,000.00	
(Rupees Fifty Two Lakh Eighty Five Thousand only)			

(Debasis Mitra)  
 Joint Secretary  
 M.A.Department, GOWB

(C.Sircar)  
 Director  
 SUDA

STD 03217 : 238-460/237-636(O)  
243-086(R)

**Office of the Municipal Councillors of Baduria**  
NORTH 24 PARGANAS.

**Shri Kashinath Chakraborty**  
CHAIRMAN  
BADURIA MUNICIPALITY  
24 PARGANAS (N)

Residence:  
VILL & P.O. :- KHORGACHI  
DIST :- 24 PARGANAS (N)  
PIN :- 743401

Ref No.....580.....

Dated, Baduria the.....7/11/...2008

To,  
The Director,  
SUDA,  
Ilgus Bhavan,  
HC-Block, Sector-III, Bidhannagar,  
Kolkata - 700106

Sub :- Requisition of Fund .

Madam,

With due respect it is to inform you that as per **SOE of 07/11/2008** closing balance of fund for HHW Scheme is Rs. **27,508.00** ( i.e. **11.32 %** of the given amount Rs. 243,000/-, vide memo no. SUDA-Health/63 Ulbs/Accts/08/232 dt 29/09/08 ). I do hereby submit the requisition of fund for the month Nov,08 to Jan,09 in the prescribed format. I would therefore request you to release necessary fund to meet up the programme smoothly in due course.

This is for your information and necessary action.

Yours faithfully,

*Kashi Nath Chakraborty*

**Chairman**  
**Baduria Municipality**  
**North 24 Parganas**

FA. 6,77,081  
503 4,45,088 upto Sept, 08  
1,26,240 - Oct. 15  
81,326 - Nov.  
6,52,654


Balance = 96%  
%



Name of Municipality Baduria

Requisition of Fund For the Period of Nov'08 to Jan'09

Sl no.	Item of Expenditure	Expenditure	Expenditure
		( Amt. in Rs. )	( Amt. in Rs. )
	<b>Non-Recurring</b>		
1	Equipment		20,000.00
2	Furniture		80,000.00
3	Construction		
	a) Sub-Centre		
	b) OPD cum Maternity Home		
	c) OPD		
4	I.E.C. & Materials		
5	Renovation Works		
6	Base Line Survey		
7	Family Schedule, Training manual, HMIS format & HHW kit		
8	Strengthening of existing Maternity Homes &		
	<b>Recurring</b>		
9	Honorarium: a) 17 no of HHW @ Rs 1750/- for 3	89,250.00	
	b) 4 no of supervisor @ 1920/- 3 months	23,040.00	
	c) Arrear :- 17 no of HHW @ Rs 250/- for 8	34,000.00	
	c) Arrear :- 17 no of HHW @ Rs 750/- for 5	63,750.00	210,040.00
10	Salaries		125,100.00
11	Rent		6,000.00
12	Training		
13	Drug		300000
14	I.E.C.		12,000.00
15	Operating Cost ( sundries, Printing, Postage & telephone, TA/DA etc. )		<del>60,000.00</del> 30,000.00
	<b>Total</b>		813,140.00

Rs. 3.83 lakhs.  
may be released.  


*Nash Nath Chatterjee*

Chairman  
Baduria Municipality  
North 24 Parganas

ektoh,  
22.10.08

STD Code No. : 03215  
Phone : 255021  
Fax : 257641

# Office of the Bongaon Municipality

BONGAON, NORTH 24 PARGANAS.

**SRI PRASANTA BALA**  
Chairman



Ref. No. : Memo no B.M. 1032

Dated : 23.10.08

To  
The Director SUDA,  
"Health Wings", ILGUS BHAVAN,  
HC- Block, Sector - III,  
Bidhannagar,  
Kolkata - 700091

## Sub: Requisition of HHW Fund

Sir/Madam,

This is to inform you that I already submitted the Status of HHW Fund report and utilisation certificate up to Sept'2008. Current HHWs fund's balance is Rs. 1,69,142.00 (Rupees One Lack Sixty Nine Thousand One Hundred and Forty Two) only after 22<sup>nd</sup> Oct'2008. Please sent next installment for running the programme.

I hope you will take necessary action about this matter at your earliest.

Thanking you.

Yours truly

Prasanta Bala

Chairman

Bongaon Municipality

Encl:

Requisition format  
and details of requisition.



FA - 10,78,096  
5,29,381 - Sept, 08  
3,91,573 - Oct  
9,20,854  
Balance (%) = 85%



## BONGAON MUNICIPALITY

### Requisition of Fund for the Period OCT,2008 to DEC,2008

SL. NO.	ITEM OF EXPENDITURE	Amt. Rs.	SL. NO.	ITEM OF EXPENDITURE	Amt. Rs.
NON- RECURRING			RECURRING		
1	Equipment	NIL	9	Honorarium (Details in Work sheet)	513,500.00
2	Furniture	NIL	10	Salaries (Details in Work sheet)	188,500.00
3	Construction: (Not applicable for the present)	NIL	11	Rent	NIL
	a) Sub-Centre	NIL	12	Training	NIL
	b) OPD cum Maternity Home	NIL	13	Drug (Details in Work sheet)	168,000.00
	c) OPD	NIL	14	I.E.C	NIL
4	I.E.C. & Materials	NIL	15	Operating Cost ( Sundries, Printing, Postage & Telephone, TA / DA etc.)	<del>90,000.00</del>
5	Renovation Works	50,000.00	X		30,000
6	Base Line Survey	NIL			
7	Family Shedule, Training Manual HMS formate & HHW Kit	NIL			
8	Strengthening of existing Maternity Homes & Dispensaris (Not applicable for the present)	NIL			
TOTAL					1,010,000.00



*Rs. 9.00 lakhs  
may be released*

*Prasanta Bala*

CHAIRMAN  
BONGAON MUNICIPALITY

### Details Worksheet related to Requisition up to Dec'08

SL. NO.	PARTICULARS	YEAR	BASIS	AMOUNT (IN RS.)	AMOUNT (IN RS.)
1	Honorarium	Due Up to Sept'08		68,000.00	
		May'07 to Sept'08 After increasing Rs. 250/-	17M X 33P X Rs.250	140,250.00	
		April'08 to Sept'08 After increasing Rs. 500/-	6M X 33P X Rs.500	99,000.00	
		Honorarium From Oct'08 to Dec'08	3M X 33P X Rs.1750	173,250.00	
		Bonus For the Year 2007-2008	33P X Rs.1000	33,000.00	
					513,500.00
2	Salaries	Due Up to Sept'08		107,000.00	
		Salary From Oct'08 to Dec'08	3M X 1P X Rs.5500 + 3M X 4P X Rs.5000	76,500.00	
		Bonus For the Year 2007-2008	5P X Rs.1000	5,000.00	
					188,500.00
3	Drug	From Oct'08 to Dec'08	Rs.24000 X 7SC X 1QT		168,000.00
4	Renovation Works				50,000.00
5	Operating Cost				90,000.00
TOTAL AMOUNT OF RS.=					1,010,000.00



*Prasanta Bala*

**CHAIRMAN  
BONGAON MUNICIPALITY**





Office of the Councillors  
**Contai Municipality**

S.T.D.- 03220  
255017/255027/  
257377/255312/  
257078  
Fax : 255577

P.O.- Contai :: Dist.-Purba Medinipur

No..C.M.-712/2008-290

Date...11/11/08.

*From : Chairman / Vice-Chairman / Councillor / Executive Officer*

To  
The Director,  
State Urban Development Agency,  
ILGUS BHAVAN,  
HC-Block, Sector-III,  
Bidhannagar, Kolkata-700091.



Sub: - Submission the Requisition of Fund for the period October '08 to December '08.

Madam,

I would like to draw your kind attention that a sum of Rs.11,28,702/- (Rupees eleven lac twenty-eight thousand seven hundred two) only has been sanctioned during the year 2008-09 in favour of Contai Municipality under HHW A/C and a sum of Rs. 9,90,349/- (Rupees nine lac ninety thousand three hundred forty nine) only has been utilized during the period April, '08 to Oct. '08 i.e. **87.74% of the grant amount was utilized.**

Therefore, I am submitting herewith the Requisition of Fund under CBPHCS for the period October '08 to December '08 amount of Rs 3,53,000/- (Rupees three lac fifty-three thousand) only.

Hence, I would request you to release further grant for the expedite for execute the said programme.

Thanking you,



FA = 11,28,702  
Spd = 9,90,349  
629,931 - Spd. of  
3,60,418 - Oct.  
99,0349

Yours faithfully,

Chairman,  
Contai Municipality,  
Chairman,  
Contai Municipality.

Enclo: - As Stated.

**OFFICE OF THE COUNCILLORS', CONTAI MUNICIPALITY,**

Contai :: Purba Medinipur.

**Requisition of fund for the period Oct.'08 to Dec.' 08.**

Sl.No	Item of expenditure	Expenditure (Amount in Rs.)
1	<b>Equipment:</b>	
	a) for Training	
	b) Management & Supervision Cell (Sub-Centre) 5 Nos.	
2	<b>Furniture: (Sub Centre)</b>	
	a) for Training (due)	
	b) for Management & Supervision Cell (due)	
3	<b>construction:(Not applicable for the present)</b>	
	a)Sub-Centre	
	b)OPD cum Maternity Home	
	c)OPD	
4	<b>LEC &amp; Materials</b>	
5	<b>Renovation Works</b>	Rs. 30,000.00
6	<b>Base Line Survey</b>	
7	<b>Family Schedule, Training Manual,HMS format&amp; HHW Kit.</b>	
8	<b>Strengthening of existing Maternity Homes &amp; Dispensaries (Not applicable for the present.</b>	
9	<b>Honorarium:</b>	
	a ) Rs. 250/-X2 m(Aug.07-Sep.07)X26 HHWs (Arrear)	Rs. 13,000.00
10	<b>Salaries</b>	
11	<b>Rent(Sub-centre): Rs.1000/-X5 SC X3m</b>	Rs. 15,000.00
12	<b>Training</b>	Rs. 12,500.00
13	<b>Drug: Rs. 8,000/-X 5 SC X3m</b>	Rs. 2,40,000.00
14	<b>LEC: Rs.2000/- X 5 SC</b>	Rs. 10,000.00
15	<b>Operating cost(Sundries,printing,postage&amp;Tele Phone,T.A/D.A etc ):- Rs. 3000/- X 5 SC X 3m</b>	Rs. 30,000.00
	<b>Total Rs.-</b>	<b>Rs. 3,53,000.00</b>



Rs. 1.88 lakhs  
may be released.

Chairman 01-11-2008  
Contai Municipality  
Chairman,  
Contai Municipality.





## Submission of Requisition of fund for C.B.P.N.C.S. of Cooper's Camp Notified Area Authority

Requisition of fund for 3 months is to be submitted by the Chairman / Vice-Chairman to the Director SUDA as per format along with forwarding letter.

Requisition of fund for the period 01-10-08 to 31-12-08

Rs. 3.08 lakhs  
my l.c. return  
21.11.08

Sl. No.	Item of Expenditure	Expenditure (Amounting Rs.)
	<b>Non-Recurring</b>	
1.	Equipment	
2.	Furniture	
3.	Construction: Not applicable for the present )	
	a) Sub-Centre	
	b) OPD cum Maternity Home	
	c) OPE	
4.	LEC & Materials	
5.	Renovation Works	
6.	Base Line Salary	
7.	Family Schedule, training, manual, HMIS format & HHW kit Bag.	
8.	Strengthening of existing Maternity Homes & Dispensaries ( Not applicable for the present)	
	<b>Recurring</b>	
9.	Honorarium (H.H.W.) including Arrear	94060.00
10.	Salaries to M.S. Cell	76500.00
11.	Salary to M.O.	18000.00
12.	Rent	9000.00
13.	Training	
14.	Drug	72,000.00
15.	I.E.C	9000.00
16.	Opening cost (Sundries, Printing, Postage & Telephone, T.A. / D.A.)	45000.00 38000.00
	<b>TOTAL</b>	<b>3,23560.00</b>

This is to certify that the amount shown in the statement has not been preferred earlier.

PA = 5,15,135  
SOE = 3,47,440 - June, 08  
34,890 - July  
55,300 - Aug.  
3,42,990 - Sept.  
7,80,620  
100%

Signature of Chairman/Vice-Chairman  
Cooper's Camp Notified Area Authority

Chairman  
Cooper's Camp Notified  
Area Authority

Memo No- 759, Dated - 27-10-08

# OFFICE OF THE COUNCILLORS

DHULIYAN MUNICIPALITY  
P.O. DHULIYAN, DIST - MURSHIDABAD



S.T.D.:03485 PHONE/ FAX: 265233

CHAIRPERSON'S CHAMBER PHONE NO. 266133

## REQUISITION OF FUND FOR THE PERIOD FROM OCTOBER TO DECEMBER 2009

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)	Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
<b>Non- Recurring</b>			<b>Recurring</b>		
1	Equipent( with Computer for MS Cel Rs. 120000/-)	X 245000	9	Honorarium( Include arrears Rs 250/-pm for Five month per HHW )	123500
2	Furniture	X 180000	10	Salaries	125100
	Construction:(Not Applicable for the present)		11	Rent	15000
3	(a) Sub- Centre		12	Training	
	(b) OPD cum Maternity House		13	Drug	X 120000
	(c) OPD		14	IEC	5000 <del>15000</del>
4	IEC & Material		15	Operating Cost ( Sundries, printing, postage & telephone, TA / DA etc.)	30000 <del>45000</del>
5	Renovation Works		16		
6	Base Line Survey				
7	FamilySchedule, Training Manual, HMIS formate & HHW Kits				
8	Strengthening of existing Maternity Homes & Dispenseries (Not applicable for the present)				
<b>TOTAL</b>					<b>868600</b>

My Keshy Kr Mehta  
AFC  
Date 03/11/08

Rs. 2.98 lakhs  
may be released.  
25.11.08

S. Sankar Singh  
Chairman  
Dhuliyon Municipality

Signature of Chairman / Vice-Chairman





Office of the Councillors  
**DUBRAJPUR MUNICIPALITY**

P.O.- DUBRAJPUR • Dist.- BIRBHUM

S.T.D. Code: 03462  
Phone: Dubrajpur 244362  
Fax No: 244362

Memo No. 916 /DM/ 2008

Date 18/11/2008

To  
The Director,  
S U D A  
Health Wing  
ILGJS Bhavan  
H.C. Block, Sector-III  
Kolkata -91

PO (A)  
19/11



Sub:- Requisition of fund in respect of Community Based Primary Health Care Services.

S i r ,

In our memo no. 607/DM/08 dt. 29/07/08 we requested you to place an amount of Rs. 4,89,360/- only but you kindly released an amount of Rs. 1,06,000/- as 1st installment of fund for the period Jan'08 to June'08 towards expenditure in connection with community Based Primary Health Care Service. But the said amount except Rs. 25,331/- has been exhausted for making payment to the workers' arrear honorariums, Puja Bonus and payment of the monthly honorariums as usual. Now some arrear honorariums, monthly honorariums are yet to be paid.

It may be mentioned here that no fund toward purchase of essential drugs has been made for which we need Rs. 3,84,000/-

So, now, you are requested earnestly to release an amount of Rs. 6,12,080/- in favour of Dubrajpur Municipality at an early date .

Details of requirement in format is also enclosed herewith.

FA = 4,99,768  
Sof = 3,86,176 -  
46,447 -  
5,12,623  
82%  
upto Sept, 08  
Oct.

Yours faithfully,

*[Signature]* 18/11/08  
Chairman  
Dubrajpur Municipality  
Birbhum.

Chairman  
DUBRAJPUR MUNICIPALITY  
Dubrajpur ★ Birbhum



**Dubrajpur Municipality**  
**Requisition of Fund for the period July to December 2008.**

Sl.No	Item of Expenditure	Expenditure (amount in Rs.)
1	Equipment	
2	Furniture	
3	Construction (not applicable for the present)	
	a) sub- center	
	b) OPD cum Maternity Home	
	c) OPD	
4	I.E.C. & Material	
5	Renovation Works	
6	Base Line Survey	
7	Family Schedule, Training manual, HMIS format & HHW kit bag	
8	Strengthening of existing Maternity Homes & Dispensaries (not applicable for the present)	
	<b>Recurring</b>	
9	Honorarium (Including arrear)	Rs 228080.00
10	Salaries	
11	Rent	
12	Training	
13	Drug	Rs. 384000.00 96000.00
14	I.E.C.	
15	Operating cost (sundries, printing, postage, & telephone, TADA etc.	
		<b>Rs 612080.00</b>

*Rs. 3.24 lakhs  
may be released.  
21-11-08*

*Birbhum*  
**Chairman**  
**DUBRAJPUR MUNICIPALITY**  
**Dubrajpur ★ Birbhum**



दिनांक DATE	विवरण PARTICULARS	चेक क्र. ०. CHEQUE NO.	आहरित राशि AMOUNT WITHDRAWN	जमा की गई राशि AMOUNT DEPOSITED	खता शेष BALANCE	संक्षिप्त हस्ताक्षर INITIALS
06/09/08	Brought Forward		62849.00Cr			
20/09/08	Paid to T PAL	227191	20680.00			42169.00Cr
29/09/08	Paid to A MAHARU	227196	1768.00			40401.00Cr
29/09/08	Paid to MAHUA DUTTA	227195	220.00			40181.00Cr
29/09/08	Paid to ELA ROY	227192	220.00			39961.00Cr
29/09/08	Paid to T PAL	227197	5500.00			34461.00Cr
29/09/08	Paid to T PAL	227198	20680.00			13781.00Cr
29/09/08	Paid to SYEDA N SULT	227195	220.00			13561.00Cr
29/09/08	Paid to SUMITRA MUKH	227194	220.00			13341.00Cr
Uncl Bal: 0.00	Clr Bal: 13341.00		Cr:+MOD BAL: 13341.00Cr			
04/10/08	BY TRF DFT	759704				
04/10/08	Paid to D BANERJEE	227199	15562.00		106000.00	119841.00Cr
		227200	2057.00			103779.00Cr
						101722.00Cr
01/11/08	Paid to L.C. GARAI	593376	5500.00			
Uncl Bal: 0.00	Clr Bal: 96222.00		Cr:+MOD BAL: 96222.00Cr			96222.00Cr
05/11/08	Paid to T PAL	593377	43211.00			53011.00Cr
06/11/08	Paid to T PAL	593379	27480.00			25531.00Cr
Uncl Bal: 0.00	Clr Bal: 25331.00		Cr:+MOD BAL: 25331.00Cr			

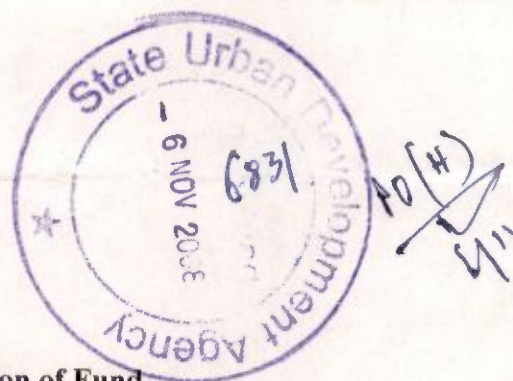
# OFFICE OF THE CHAIRMAN, JHALDA MUNICIPALITY

JHALDA, PURULIA

Memo No 424 /J.M.

Date: 05 / 11 /08

To  
The Director,  
State Urban Development Agency,  
ILGUS Bhavan, Health Wing, H-C Block,  
Sector - III, Bidhan Nagar, Kolkata - 700091



Sub: - Requisition of Fund.

Sir,

This is to inform you that above 70% of earlier released funds have been incurred by Jhalda Municipality for Community Based Primary Health Care Service according to the item-wise requisition. The balance position of the fund is Rs.69,743.81 (On 03/10/2008).

Therefore, it is requested kindly to release the next installment as per Requisite format.

It is also mentioned that to meet the enhancement Honorarium w.e.f. from 1/4/2008 vide Memo No Suda Health/63ULBs/08/16/209(63) dated 15/09/2008 more fund is required.

Thanking You.

Yours faithfully,

Chairman  
Jhalda Municipality

Enclosures:

1. Requisition Format.

B. Gupta.

FA = 4,00,065

So E = 3,08,742 - upto Sept, 08  
29,980 - Oct.

3,38,722

84.1



# OFFICE OF THE CHAIRMAN, JHALDA MUNICIPALITY

JHALDA, PURULIA

## Submission of Requisition of Fund

Requisition of fund for the period November'08 to January'09 for three sub centers

Sl.	Items	Requisitioned Amount in Rs.
	<u>Non Recurring</u>	
1	Equipment	
2.	Furniture	
3.	Construction: (Not applicable for the present)	
	a) Sub-Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4.	IEC & Materials	
5.	Renovation Works	
6.	Baseline Survey	
7.	Family Schedule, Training Manual, HMIS Format and HHW Kit bag.	
8	Strengthening of existing Maternity Homes & Dispensaries (No applicable for the present)	
	<u>Recurring</u>	
9.	Honorarium (Including Arrear)	1,35,000.00
10.	Salaries	76,500.00
11.	Rent	
12.	Training	
13.	Drug(For One Sub-Centre)	
14.	I.E.C	
15.	Operating Cost (Sundries, Printing, Postage & Telephone), TA/DA etc.	<del>45,000.00</del> 30,000.00
	<b>Total</b>	<b>2,56,500.00</b>

Rs. 2.41 Lakhs  
may be released  
21.11.08

*[Signature]*  
Chairman  
Jhalda Municipality  
Jhalda Municipality

### BANK ACCOUNT (HEALTH) DETAILS: -

1. S.B.I.SAVINGS BANK ACCOUNT NO.11693742168
2. BANK NAME:STATE BANK OF INDIA, JHALDA BRANCH
3. BRANCH ADDRESS:KUIRY PARA,JHALDA,PURULIA.
4. BRANCH CODE:7101

B. Gupta  
Acy. Asst (Health)



MC No. 1289 / HH/18

22.10.08

Chohan.  
22.10.18

# Submission of requisition of Fund

Requisition of fund for 3 months is to be submitted by the Chairman person / vice – Chair person to Director SUDA as per format along with a forwarding letter.

## Requisition of Fund for the period October to December -2008

Sl.No	Item	Requisitioned (Amount in Rs.)
	<b>Recurring</b>	
1	Honorarium (17 X 1750 X 3= 89,250.000) (4 X 1920 X 3 = 23,040.00)	1,12,290.00
2	Salaries ( 31500 X 3 ) = 94,500.00 (16,200 X 4) = 64,800.00	1,59,300.00
3	Rent (4000 x 3) Sub Centre	12,000.00
	Bonus (23 X 1000)	23,000.00
	Drug	96,000.00
	I.E.C	<del>20,000.00</del> 16,000.00
4	Operating Cost (Sundries, Printing, Postage and Telephone, TA / DA etc.) (15,000 x 3 )	<del>40,000.00</del> 30,000.00
	<b>Rs.</b>	<b>4,62,590.00</b>
	<b>ARREAR</b>	442590
1	(H.H.W Workers Joining 16/04/2007) 15 <sup>th</sup> Days 17 X 125 = 2,125.00 11 <sup>th</sup> Month 17 X 250 = 46,750.00 6 <sup>th</sup> Month 17 X 750 =76,500.00 (F.T.S Joining 19/05/2008) 13 Days =1,258.00 4 Month 4 X 750 =12,000.00	1,38,633.00
	<b>TOTAL</b>	<del>6,01,223.00</del> 581223

This is to certify that the amount as shown in the statement has not been preferred earlier..

Kalyagani Municipality

FA = 7,43,957

SOE = 6,68,044 = upto Sept, 08

75913

891

As. 5.81 lakhs m  
Qc released  
22/11/08



## Community Based Primary Health Care Services in 63 Non KMA ULBs

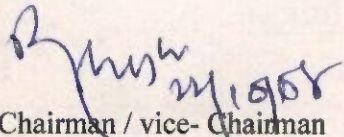
### Guideline on SOE, UC and Requisition of Fund

#### Submission of Statement of Expenditure (SOE)

- > **SOE** to be submitted to this office by 10<sup>th</sup> of the following month which will include
- Forwarding letter by chairperson/Vice- Chairperson addressed to the Director, SUDA.**
  - Status of fund received & SOE submitted at Annexure - I.**
  - Monthly summary sheet on SOE at Annexure - II.**
  - Voucher details Statement at Annexure -III.**
  - Xerox copy of vouchers relating to vouchers details statement duly authenticated by either Chairperson or Vice-Chairperson of the Municipality.**
- Pay order for each type of expenditure is to be given either by the Chairperson or Vice-Chairperson or Vice-Chairperson of the municipality concerned.

Passed for Payment of Rs. **3,06,440.00**  
Rupees Three Lack Six Thousand four hundred forty only.

Only to be debited to **74,653.00** /-

  
Chairman / vice- Chairman

- Vice-Chairman  
Kaliyaganj Municipality
- > Revenue stamp for the payment exceeding Rs. 5,000/- (Rupees five thousand) only is to be affixed in the Bill/Receipt.
- > Advance payment should not be treated as expenditure. In such cases, final adjustment vouchers will be treated as expenditure and including in SOE.
- > Stock certificate is to be endorsed on the procurement bill (i.e. Entered in Assets/Stock Register at page No. .... Under Serial No. ....)
- > gross Expenditure ( including P. Tax, I. Tax , Security Deposit etc.) is to be booked and shown on SOE.

*Office of the Councillors of the*

# KHIRPAI MUNICIPALITY

**COMMUNITY BASED PRIMARY HEALTH CARE SERVICES**

**KHIRPAI :: PASCHIM MEDINIPUR**

Memo. No. 104/CBPHCS/11/08/Km/08

From:- Chairman /Vice- Chairman  
Khirpai Municipality.

To  
The Director SUDA (Health Wing)  
ILGUS Bhavan, HC Block, Sector-III  
Salt Lake, Kolkata- 91



**Sub: Re-requisition of Fund for three months (Oct to Dec '08) of CBPHCS Programme**

Sir/Madam,

In connection with the of above subject this is to inform you that I am sending Requisition of Fund for period of **Oct to Dec'08** is placed in the prescribe format for Health Programme under Community Based Primary Health Care Service in this Municipality. I had sent letter no - 91/CBPHCS/Km/08 dated 03/10/08 but was not granted for the Expenditure have not over 80%. After the Expenditure for month of October '08, which Fund has been down below 10%.

Please look in to the above matter. I have request you to kindly place Fund as early as possible.

**Encl: Fund Requisition.**

**Yours faithfully**

3.11.08

**Chairman  
Khirpai Municipality**



RA = 4,70,934

Soe = 3,08,790 - water suppl. of

1,06,701

4,15,491

(88%)



## Community Based Primary Health Care Services Under Khirpai Municipality

Requisition of fund for 3 months is to be submitted by the Chairpersons/Vice- Chairperson to Director SUDA as per format along with a forwarding letter.

Requisition of Fund for the period...October.....to....December....,2008

Sl.No.	Items	Requisitioned Amount in Rs.
<b>Non-Recurring</b>		
1	Equipment	
2	Furniture	
3	Construction : (Not applicable for the present)	
	a) Sub – Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4	I.E.C & Materials	
5	Renovation Works	
6	Base Line Survey	
7	Family Schedule, Training manual, HMS format & HHW Kit bag	
8	Strengthening of existing Maternity Homes & Dispensaries (Not applicable for the present)	
<b>Recurring</b>		
9	Honorarium Annual Hono.- 66,250/- Current Hono.- 64020/- Ad-hoc Bonus 10,000/-	1,40,270 =00
10	Salaries H.O.- 48,600/- + Staffs - 76,500/- + Ad-hoc Bonus - 4000/-	1,29,100 =00
11	Rent	
12	Training	
13	Drug	96,000 =00
14	I. E. C.	3,000 =00
15	Operating Cost (Sundries, Printing, Postage & Telephone, TA/DA etc	20,000 =00
	<b>TOTAL</b>	<b>3,85,370 =00</b>

Rs. 3.85 Lakhs.  
my ac  
21.11.08

  
3.11.08  
Signature of Chairman/Vice-Chairmen

Office of the Councillors of :

# Mekliganj Municipality

P.O. : Mekliganj , Dist. : CoochBehar

Phone No. : (03584) 255249(O) 255480 (Cham.) , 255458 (V.C) Fax No. : (03584) 255249

Memo No. 3123/MM/XI-06/08-09

Date. 15/10/08

From: The Chairman  
Mekliganj Municipality  
Mekliganj, Cooch Behar

To : The Director,  
State Urban Development Agency (Health Wing)  
ILGUS Bhawan, HC Block, Kolkata - 700106



Sub :- Requisition for further fund.

Madam,

A sum of Rs. 8, 49,694=00 (Rupees Eight lakhs forty nine thousand six hundred ninety four) only was received by this ULB under CBPHCS in three installments. Out of the fund a sum of Rs. 8, 024, 17=00 Rs. (Eight Lakh two thousand four hundred seventeen) only have been spent leaving a balance of Rs. 47,277=00 (forty seven thousand two hundred seventy seven) only.

Accordingly the Requisition of the following fund is placed below with a request to kindly release the money at an early date.

- |  |  |
|--|--|
| 1. Salary for 3 contractual staffs from September' 08 to November'08   | Rs.....45,000=00                           |
| 2. Puja Ex-Gratia for 3 contractual staffs                             | Rs.....3,000=00                            |
| 3. Honorarium for 9 HHWs for the month of Sept, 08                     | Rs.....9,000=00                            |
| 4. Honorarium for 9 HHWs for the month of Oct, & Nov, 08               | Rs..... 31,500=00                          |
| @ Rs.1750=00 for each HHWs   |  |
| (As per G.O. No. SUDA-Health/63 ULBs/08/16/209 (63) dt. 15.09.2008)    |  |
| 5. Arrear enhance rate of Rs. 250/- from July,07 to March,08 for 9HHWs |  |
|  | for 9 months Rs.....20,250=00              |
| (As per G.O no. SUDA-Health/63 ULBs/08/16/209 (63) dt. 15.09.2008)     |  |
| 6. Arrear enhance rate of Rs. 500/-from Apr,08 to Spt,08               |  |
|  | for 9 HHWs for six months Rs.....27,000=00 |
| (As per memo no. SUDA-Health/63 ULBs/08/16/209 (63) dt. 15.09.2008)    |  |
| 7. Operating cost for three months from September' 08 to November'08   | Rs.....45,000=00                           |
| 8. House rent for one Sub-Centre for 4 months from                     | 30,000=00                                  |
| September' 08 to December' 08  | Rs..... 4,000=00                           |

Total..... Rs. 1,84,750=00  
1697502=00

FA = 2,64,929

So far 1,65,002 - with Aug, 08  
61,968 - Sept.

2,26,970

85%

Rs. 1.70 Lakhs.  
mrg  
21-11-08

Chairman 15.10.08  
Mekliganj Municipality  
P.O. Mekliganj, Dist. Cooch Behar.



*Sri Cholin*

# MEMARI MUNICIPALITY.

## MEMARI, BURDWAN

Memo NO. 50/CBPHC-9

Date. 12.11.08

To  
The Director  
SUDA( Health wing )  
ILGUS BHAVAN, H.C.BLOCK, SECTOR-III  
Bidhannagar, Kolkata-91



Sub :- Submission of Revised Requisition Fund (Including salary of Medical Officer)  
against previous forwarding letter memo no.48/CBPHC dt. 04.11.08 for the month of  
Nov.08 to January 2009

Sir,

With reference to your letter No. SUDA-Health/63 ULBS/ Accts./07/399 dt.17.08.07,  
I am sending the prescribed format of Revised Requisition Fund (Including the salary of  
Medical officer, Nov08 – Jan09) duly filled in, This is for your kind information & taking  
necessary action .

Thanking you,

FA = 7,28,830/-

Sob = 6,08,074 - upto Sept, 08  
1,41,180 - Oct,

7,49,254

100%

Yours Faithfully

*Ken*  
*12-11-08*  
Chairman/Vice-chairman  
Memari Municipality

## Submission of Requisition of Fund

Requisition of fund for 3 months is to be submitted by the Chairperson / Vice-Chairman to Director SUDA as per format along with a forwarding letter

Requisition of fund for the period ... November 08.....to....January 08(Revised)

Sl. No.	Items	Requisitioned Amount in Rs.
	<b>Non-Recurring</b>	
1.	Equipment	Nil
2.	Furniture	Nil
3.	Construction : (Not applicable for the present)	Nil
	a) Sub-Centre	Nil
	b) OPD cum Maternity Home	Nil
	c) OPD	Nil
4.	I.E.C & Materials	Nil
5.	Renovation Works	Nil
6.	Base Line Survey	Nil
7.	Family Schedule, Training manual, HMIS format & HHW kit bag	Nil
8.	Strengthening of existing Maternity Homes & Dispensaries ( Not applicable for the present)	Nil
	<b>Recurring</b>	
9.	Honorarium( 16 H.H.W @ Rs. 1750.00 for 3 months ) + ( 4 F.T.S @ Rs.1920.00 for 3months )	107040.00
10.	Salaries ( H.O-16920.00 + S.I-5500.00 + H.A- 5000.00 + Acc.-5000.00 + Store- 5000.00 + comp.Asst.-5000.00 for 3 moths )	127260.00
11.	Rent	Nil
12.	Training	Nil
13.	Drug	
14.	I.E.C	
15.	Operating Cost ( Sundries, Printing, Postage, & Telephone, TA / DA etc.)	40000.00 30000.00
	<b>TOTAL</b>	<b>274300.00</b> 264300.00

Platterjee

Rs. 2.64 lakhs  
may be released  
21.11.08

Signature of Chairman/Vice-Chairman

264300.00

12.11.08



Office of The  
Rampurhat Municipality

P.O-Rampurhat ♦ Dist.-Birbhum

☎ 03461 255008 ♦ Pin-731224



Memo No- 1101

Date- 12.11.08

PO (#)  
17/11

To  
The Director  
SUDA (Health Wing)  
ILGUS BHAVAN  
H.C. Block, Sector-III  
Salt Lake  
Kolkata-106

Sub: - Requisition of fund for the next three months of  
Rampurhat Municipality.

In reference to above I am submitting herewith the requisition of fund in  
proper format for the next three months of Rampurhat Municipality for your  
information & taking necessary action.

Enclose: As stated

  
Chairman

Rampurhat Municipality

FA = 8,06,593

SoE = 4,16,700 - upto August, 08  
2,78,310 - Sub.  
Nil - ad.

6,95,010

86%

## Submission of Requisition of Fund

Requisition of fund for 3 months is to be submitted by the Chairperson / Vice-Chairperson to Director SUDA as per format along with a forwarding letter.

Requisition of fund for the period .....to.....,2008

Sl. No.	Items	Requisitioned (Amount in Rs.)
<b>Non-Recurring</b>		
1.	Equipment	
2.	Furniture	
3.	Construction: (Not applicable for the present)	
	a) Sub-Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4.	I.E.C & Materials	
5.	Renovation Works	
6.	Base Line Survey	
7.	Family Schedule, Training manual, HMIS format & HHW Kit bag	
8.	Strengthening of existing Maternity Homes & Dispensaries (Not applicable for the present)	
<b>Recurring</b>		
9.	Honorarium (Ex-gratia) (2 Nos @ 1000) 21000.00 Arrear upto Sept.08 136500.00 Honorarium 37550.00	1,95,050.00
10.	Salaries (for 3 months) 79,500.00 Ex-gratia 5,000.00	84,500.00
11.	Rent (4 Sub-Centre X 1000) X 3 months	12,000.00
12.	Training	
13.	Drug	1,00,000.00
14.	I.E.C.	<del>15,000.00</del> 10,000.00
15.	Operating Cost (Sundries, Printing, Postage & Telephone, T.A / DA etc)	<del>45,000.00</del> 30,000.00
	<b>Total</b>	<b>4,51,550.00</b>

431550.00

Dr. 4.31 letch  
mm de od em,  
21-11-08

Signature of Chairman / Vice-Chairman  
Rampurhat Municipality



# OFFICE OF THE

## Councillors of Sonamukhi Municipality

P.O.- Sonamukhi \* Dist.- Bankura

From :

*Kushal Bandyopadhyay*

Chairman

Sonamukhi Municipality

(3) (03244) 275-238

E-mail:- *sonamukhimunicipality@yahoo.com*

Memo No. *65/HHW/SM*

Dated *13/9/08*

To  
The Project Officer,  
SUDA Health Wings,  
ILGUS BHAWAN, HC-Block, Sector – III,  
Bidhannagar,  
Kolkata – 700 106, (W.B.)

**Sub. :- Requisition for allotment of Funds of HHWs under  
CBPHCS Programme of Sonamukhi Municipality.**

Sir,

This is to inform you that the Utilization Certificate up to September 2008 has already been submitted under Memo No. *64/HHW/SM* dated *13/9/08*. In this regard you are requested to release the next installment of Funds to run the said programme smoothly.

Thanking you,

Yours faithfully,

*h. Blair*  
Chairman/Vice-Chairman,  
Sonamukhi Municipality.

Enclo.: (i) Requisition  
&  
Budget Statement



Chairman  
Sonamukhi Municipality

*FA = 12,92,537*  
*SoF = 9,51,374 - upto Sept, 08*  
*85,587 - Bal.*  
*10,36,961*

*80%*

# Sonamukhi Municipality

P.O.- Sonamukhi , Dist.- Bankura

Budget Estimate for September 2008 to November 2008 (3 Months) for the year 2008-09 in connection with running the Community Based Primary Health Care Services under Sonamukhi Municipality.

Sl. No.	Name of Head	Budget Estimate per month	Budget Estimate for 3 months (Sept '08 to Nov '08)
1.	<b>Recurring</b>		
	Salary :		
	a) Medical Officer - 1	Rs. 6,000/- per month x 3 months	Rs. 18,000/-
	b) Sanitary Inspector - 1	Contractual Pay Rs.5,500/- x 3 months	Rs. 16,500/-
	c) Computer Assistant - 1	Contractual Pay Rs.5,000/- x 3 months	Rs. 15,000/-
	d) Accounts Assistant - 1	Contractual Pay Rs.5,000/- x 3 months	Rs. 15,000/-
	e) Multi purpose Helper-cum-Store keeper Clerk - 1	Contractual Pay Rs.5,000/- x 3 months	Rs. 15,000/-
2.	f) Health Assistant - 1	Contractual Pay Rs.5,000/- x 3 months	Rs. 15,000/-
			<b>Rs. 94,500/-</b>
	Honorarium :		
	(a) F.T.S. - 2 Nos. Arrear (@Rs.500/- enhance per month per head from May '08 - Aug '08	@ Rs.1,670/- = Rs.3,340/- x 3 months	Rs. 10,020/-
3.	(b) H.H.W. - 15 Nos. Arrear (@Rs.500/- enhance per month per head from Apr '08 - Aug '08	@ Rs.500/- X 2 x 4 months @ Rs.1,500/- = Rs.22,500/- x 3 months	Rs. 4,000/- Rs. 67,500/-
		@ Rs.500/- X 15 x 5 months	Rs. 37,500/-
			<b>Rs. 1,19,020/-</b>
4.	Rent :		
	a) SC at Chelmore	Rs. 1,000/- per months x 3 months	Rs. 3,000/-
	b) SC at Yuger Yatri Club	Rs. 1,000/- per months x 3 months	Rs. 3,000/-
	c) SC at Sonamukhi Municipality	Rs. 1,000/- per months x 3 months	Rs. 3,000/-
5.			<b>Rs. 9,000/-</b>
	Drugs	3 Nos. SCs @ Rs. 25,000/-	<b>Rs. 75,000/-</b>
6.	I.E.C.	Rs. 2,000/- per month x 3 months	<b>Rs. 6,000/-</b>
7.	Operating Costs	Rs. 15,000/- per month x 3 months	<b>Rs. 45,000/-</b> <i>30,000</i>
7.	<b>Non-Recurring</b>		
	Furniture	3 Nos. SCs	<b>Rs. 20,000/-</b>
<b>Grand Total (1+2+3+4+5+6+7)</b>			<b>Rs. 3,68,520/-</b>



*13/9/08*  
Chairman,  
Sonamukhi Municipality.

Chairman  
Sonamukhi Municipality



# Community Based Primary Health Care Services In 63 Non-KMA ULBs.

Name of the Municipality:- **Sonamukhi Municipality**

Requisition of Fund for the period of September '08 to November '08.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	<b>Non-Recurring</b>	
1.	Equipments	-
2.	Furniture	20,000/-
	Construction: (Not applicable for the present)	-
3.	(a) Sub-Centre	-
	(b) OPD-cum-Maternity Home	-
	(c) OPD	-
4.	I.E.C. & Materials	-
5.	Renovation Works	-
6.	Base Line Survey	-
7.	Family Schedule, Training Manual, HMIS Format & HHW Kit bag.	-
8.	Strengthening of Existing Maternity Homes & Dispensaries. (Not applicable for the present)	-
	<b>Recurring</b>	-
9.	Honorarium	1,19,020/-
10.	Salaries	94,500/-
11.	Rent	9,000/-
12.	Training	-
13.	Drugs	75,000/-
14.	I.E.C.	6,000/-
15.	Operating Cost (Sundries, Printing, Postage & Telephone, T.A./D.A. etc.)	45,000/- 20,000/-
<b>TOTAL (Rs.)</b>		<b>3,68,520/-</b>



*Rs. 3.33 lakhs may be released. 21.11.08*

*13/9/08*

*333520/-*

Signature of Chairman/Vice-Chairman

**Chairman**  
**Sonamukhi Municipality**

**OFFICE OF THE COUNCILLORS OF TARAKESWAR MUNICIPALITY**  
**P.O. - Tarakeswar , Dist. - Hooghly.**

---

Ref. No. – TM / HHW / 2008 / 24

Date- 10/11/08

From :- The Chairman  
Tarakeswar Municipality

To :- The Director, SUDA  
Health Wing – “ILGUS Bhavan”  
H-C Block, Sector – III  
Bidhannagore, Kolkata-700091.

**Sub. :- Requisition of Fund for Community Based Primary  
Health Care Service for July 2008 to September 2008.**

Madam,

I am to furnish here with the requisition of Fund for the period of July 2008 to September 2008 for your kind information and necessary sanction the Fund as sanctioned in the requisition statement.

Thanking You.

Yours faithfully



Chairman

Tarakeswar Municipality

08/11/08

8/11/08

FA = 8,35,590/-

SOG = 6,54,561 - upto Sept, 08  
1,66,534

8,21,095

9787



**Tarakeswar Municipality**  
**Tarakeswar \*\* Hooghly**  
**Community Based Primary Health Care Service**

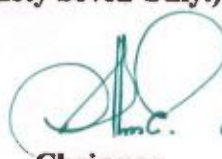
Requisition of fund for the period JULY-2008 to SEPTEMBER-2008

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)	Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	<b>Non-Recurring</b>			<b>Recurring</b>	
<b>1</b>	<b>Equipment</b>	NIL	<b>09</b>	<b>Honorarium</b> Arrear Honorarium of HHWs for the year 2007-08 ( Date of joint 08.05.07 )  Arrear Honorarium for the year 2008 – '09  Do ( Date of Joint 02.05.2008 )  Honorarium ( June '08 – Sept. '08 )  Arrear Honorarium of FTSs (Date of Joint 02.05.2008)  Honorarium ( June '08 – Sept. '08 )  Puja Bonus of HHWs	Rs.193/- X 15 Nos. X 1 Month = Rs. 2,895/- Rs. 250/- X 15 Nos. X 10 Month = Rs.37,500/- Rs.500/- X 12 Nos. X 6 Months = Rs. 36,000/- Rs. 484/- X 3 Nos. X 1 Month =1,452/- Rs. 500/- X 3 Nos. X 4 Months = Rs. 6,000/- Rs. 484/- X 3 Nos. X 1 Month =1,452/- Rs.500/- X 3 Nos. X 4 Month = Rs. 6,000/- Rs. 1,000/- X 15 Nos. = Rs. 15,000/-
<b>2</b>	<b>Furniture</b>	NIL	<b>10</b>	<b>Salaries</b> Salary of M&S Cell	Rs.5,500/- X 1No. X 3 Months = Rs. 16,500/- Rs. 5,000/- X 3 Nos. X 3 Months = Rs. 45,000/- Rs. 2,333 X 1 X 1 Month = Rs. 2,333/-

				Salary of H.O.	Rs. 6,000/- X 1 No. X 1 Month = Rs. 6,000/-
				Do( 01.08.08 – 15.08.08 )	Rs. 2,903/- X 1 No. X 1Month = Rs.2,903/-
				Do( 16.08.08 – 31.08.08 )	Rs. 8,362/- X 1 No. X 1 Month = Rs. 8,362/-
				Do	Rs. 16,200/- X 1 No. X 1 Month = Rs. 16,200/-
				Puja Bonus of H.O.	Rs. 1,000/-
3	<b>Construction :-</b> (Not applicable for the present)	Nil	11	Rent	Rs. 9,000/-
	a) Sub-Centre		12	Training	Nil
	b) OPD cum maternity home		13	Drug	Rs. 1,44,000/-
	c) OPD		14	I.E.C.	NIL
4	<b>I.E.C. &amp; Materials</b>	Nil	15	Operating Cost (Sundries, Printing, Postage & Telephone, TA/DA etc.	Rs 30,000/-
5	<b>Renovation Work</b>	Nil			
6	<b>Baseline Survey</b>	Nil			
7	<b>Family Schedule, Training Manual, HMIS format &amp; HHW Kit Bag</b>	Nil			
8	<b>Strengthening of existing Maternity Homes &amp; Dispensaries</b> (Not applicable for the present)	Nil		<b>Total Rs.</b>	<b>Rs 3,87,597/-</b> 243597

( Rupees Three Lakh Eighty Seven Thousand Five Hundred & Ninety Seven Only.)

Rs. 2.43 Lakhs.  
may be released  
21-11-08

  
Chairman  
Tarakeswar Municipality  
21/11/08



**TUFANGANJ MUNICIPALITY**  
**P.O: TUFANGANJ :: DT- COOCHBEHAR**

Memo. No: TM/HW/00326/1237(3)/2008-09

Date: 08.11.08

**From- Chairman**  
**Tufanganj Municipality**  
**Tufanganj**  
**Coochbehar**

PO (H)  
10/11



**To :** The Director  
State Urban Development Agency [SUDA]  
[HEALTH WING], ILLGUS BHAVAN  
H-C BLOCK, SECTOR-III,  
BIDHANNAGAR, KOLKATA-700106, WEST BENGAL

**SUBJECT:** Requisition of Fund upto December 2008

Sir,

This is to inform to your kind notice that we have sent our UC up to date till September and for the month of October 2008 along with necessary documents. The requisition of fund upto the above stated period is being enclosed for your kind reference as per prescribed format and our monthly demand statement.

Your are, therefore, cordially requested to do the needful in this connection and kindly release of fund as per requirement.

This is for favour your kind information and doing the needful.

Thanking You.

Yours Faithfully

Chairman  
Tufanganj Municipality  
Chairman,  
Tufanganj Municipality.

Encl:

**Requisition of Fund as per format upto December 2008**



Contact: Ph - (03582)- 244256 Fax- (03582)- 244659  
Email- [municipality\\_tufanganj@yahoo.co.in](mailto:municipality_tufanganj@yahoo.co.in)

FA = 5,44,824

SoE = 3,91,318 - upto Aug, 08

66,700 - Subt.

1,41,818 - oel.

5,99,836

100%

# TUFANGANJ MUNICIPALITY

Requisition of Fund for the Period April to June, 2008

Including March 2008 (Break period)

SL No	ITEM OF EXPENDITUE	Requisitioned Amount in Rs.
<b>Non- Recurring</b>		
1	Equipment	30,000
2	Furniture	
3	Construction : (Not Applicable for Present)	
	a) Sub-Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4	IEC & Materials	
5	Renovation Works	
6	Base Line Survey	
7	Family Schedule, Training Mannual, HMIS & Dispensaries (Not Applicable for the present)	
	<b>TOTAL</b>	<b>30,000</b>
<b>Recurring</b>		
9	Honorarium	
10	Salaries	
11	Rent	
12	Training	
13	Drug	
14	IEC	
15	Operating Cost (Sundries, Printing, Postage & Telephone, TA/DA etc.)	20,000
	<b>TOTAL</b>	<b>20,000</b>
	<b>TOTAL</b>	<b>50,000</b>

Signature of Chairman / Vice-Chairman  
Tufanganj Municipality

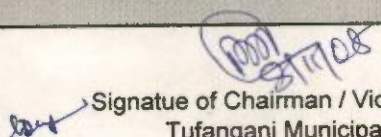
**Chairman,**  
**Tufanganj Municipality.**



# TUFANGANJ MUNICIPALITY

Requisition of Fund for the Period July to September 2008

SL	ITEM OF EXPENDITUE	Requisitioned
No		Amount in Rs.
	<b>Non- Recurring</b>	
1	Equipment	
2	Furniture	
3	Construction : (Not Applicable for Present) a) Sub-Centre b) OPD cum Maternity Home c) OPD	
4	IEC & Materials	
5	Renovation Works	
6	Base Line Survey	
7	Family Schedule, Training Mannual, HMIS & Dispensaries (Not Applicable for the present)	
	<b>TOTAL</b>	-
	<b>Recurring</b>	
9	Honorarium	
10	Salaries	75,593.00
11	Rent	
12	Training	
13	Drug	
14	IEC	
15	Operating Cost (Sundries, Printing, Postage & Telephone, TA/DA etc.)	45,000
	<b>TOTAL</b>	<b>120,593</b>
		<b>120,593</b>

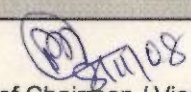
  
 Signatue of Chairman / Vice-Chairman  
 Tufanganj Municipality  
**Chairman,**  
**Tufanganj Municipality.**

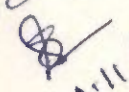
# TUFANGANJ MUNICIPALITY

Requisition of Fund for the Period October to December 2008

SL No	ITEM OF EXPENDITUE	Requisitioned Amount in Rs.
<b>Non- Recurring</b>		
1	<b>Equipment</b> For Sub-Centres (3 Nosx 25000)	75,000
2	<b>Furniture</b> For Sub-Centres (3 Nosx 20000)	60,000
3	<b>Construction</b> : (Not Applicable for Present) a) Sub-Centre b) OPD cum Maternity Home c) OPD	
4	<b>IEC &amp; Materials</b>	
5	<b>Renovation Works</b>	
6	<b>Base Line Survey</b>	
7	<b>Family Schedule, Training Mannual, HMIS &amp; Dispensaries</b> (Not Applicable for the present)	
	<b>TOTAL</b>	<b>135,000</b>
<b>Recurring</b>		
9	<b>Honorarium</b> For 12 Nos of HHW (12x1750x3) Arrear Honorarium for 12 Nos of HHW (Sept '07 to Sept'08) Arrear Honorarium for 12 Nos of HHW (Apr '08 to Sept'08) Ex-gratia for 12 HHWs (12x1000)	63,000 37,500 36,000 12,000
10	<b>Salaries</b> Salary to Health Officer (1x16200x3)	48,600
11	<b>Rent</b> For Sub-Centres (3 Nosx 1000)	9,000
12	<b>Training</b>	
13	<b>Drug</b> For Sub-Centres (3 Nosx 96000)	288,000
14	<b>IEC</b>	
15	<b>Operating Cost</b> (Sundries, Printing, Postage & Telephone, TA/DA etc.) (3x15000)	45,000
	<b>TOTAL</b>	<b>539,100</b>
		<b>674,100</b>

236100

  
 Signature of Chairman / Vice-Chairman  
 Tufanganj Municipality  
 Chairman,  
 Tufanganj Municipality.

As - 2.36 lacs  
 mm bc relems.  
  
 21.11.08



সূদা

SUDA

## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা ৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং..... SUDA-67/2006 1130

তারিখ..... 29.10.2008

From : Director, SUDA

To : The Manager, State Bank of India,  
Salt Lake City, Kolkata - 700 091.Sub : Preparation of Account Payee Demand Draft  
Current Account No.10836424685.

Community Based Primary Health Care Services

Sir,

You are requested to kindly arrange for preparation of the following Account Payee Demand Drafts as per details given below, debiting the amount from this office Current Account No.10836424685 lying with your branch in respect of Community Based Primary Health Care Services.

Sl. No.	Name of Payee	Amount (in Rs.)	SBI Branch
1.	Chairman, Arambagh Municipality	244000.00	Arambagh
2.	Chairman, Chakdah Municipality	330000.00	Chakdah
3.	Chairman, Chandrakona Municipality	319000.00	Ghatai
4.	Chairman, Dalkhola Municipality	355000.00	Dalkhola
5.	Chairman, Diamond Harbour Municipality	281000.00	Diamond Harbour
6.	Chairman, Gushkara Municipality	291000.00	ADB, Itachanda
7.	Chairman, Haldibari Municipality	415000.00	Jalpaiguri
8.	Chairman, Katwa Municipality	398000.00	Katwa
9.	Chairman, Mathabhanga Municipality	459000.00	Cooch Behar
10.	Chairman, Ramjibanpur Municipality	119000.00	Ghatal
11.	Chairman, Ranaghat Municipality	695000.00	Ranaghat
12.	Chairman, Taki Municipality	547000.00	Basirhat
13.	Chairman, Birnagar Municipality	415000.00	Birnagar
14.	Chairman, Gobardanga Municipality	184000.00	Gobardanga
15.	Chairman, Joynagar-Mazilpur Municipality	306000.00	Baruipur
Total		5358000.00	
(Rupees Fifty-three Lakh Fifty-eight Thousand only)			

(Debasis Mitra)  
Joint Secretary

M.A.Department, GOWB

(C.Sircar)  
Director, SUDA

DELIVERED

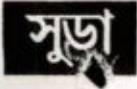


দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : dirsudawb@yahoo.com

Account Section : 2358 6408





ale

SUDA

## রাজ্য নগর উন্নয়ন সংস্থা

### STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা ৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

SUDA-67/2006/ 1151

05.11.2008

ক্রমিক নং.....

তারিখ.....

From : Director, SUDA

To : The Manager,  
State Bank of India,  
Salt Lake City, Kolkata - 700 091.

**Sub : Preparation of Account Payee Demand Draft  
Current Account No.10836424685.**

**Community Based Primary Health Care Services**

Sir,

You are requested to kindly arrange for preparation of the following Account Payee Demand Drafts as per details given below, debiting the amount from this office Current Account No.10836424685 lying with your branch in respect of Community Based Primary Health Care Services.

Sl. No.	Name of Payee	Amount (in Rs.)	SBI Branch
1.	Chairman, Beldanga Municipality	2,75,000.00	Berhampore
2.	Chairman, Dainhat Municipality	1,85,000.00	Dainhat
3.	Chairman, Haldia Municipality	6,20,000.00	Haldia Port
4.	Chairman, Jiagunj-Azingunj Municipality	4,42,000.00	Jiagunj
5.	Chairman, Nalhati Municipality	2,22,000.00	Nalhati
6.	Chairman, Santipur Municipality	5,69,000.00	Santipur
7.	Chairman, Tamluk Municipality	2,91,000.00	Tamluk
<b>Total</b>		<b>26,04,000.00</b>	
<b>(Rupees Twenty Six Lakhs Four Thousand only)</b>			

760369

70

71

72

73

74

75

d+1<sup>11</sup>  
08

DELIVERED

(Debasis Mitra)  
Joint Secretary  
M.A.Department, GOWB



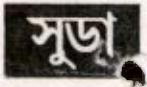
(C.Sircar)  
Director  
SUDA

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : dirsudawb@yahoo.com

Account Section : 2358 6408





## রাজ্য নগর উন্নয়ন সংস্থা

### STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা ৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

SUDA-67/2006/1151

05.11.2008

ক্রমিক নং.....

তারিখ.....

From : Director, SUDA

To : The Manager,  
State Bank of India,  
Salt Lake City, Kolkata - 700 091.


**Sub : Preparation of Account Payee Demand Draft  
Current Account No.10836424685.**

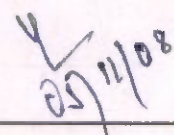
**Community Based Primary Health Care Services**

Sir,

You are requested to kindly arrange for preparation of the following Account Payee Demand Drafts as per details given below, debiting the amount from this office Current Account No.10836424685 lying with your branch in respect of Community Based Primary Health Care Services.

Sl. No.	Name of Payee	Amount (in Rs.)	SBI Branch
1.	Chairman, Beldanga Municipality	2,75,000.00	Berhampore
2.	Chairman, Dainhat Municipality	1,85,000.00	Dainhat
3.	Chairman, Haldia Municipality	6,20,000.00	Haldia Port
4.	Chairman, Jiagunj-Azimgunj Municipality	4,42,000.00	Jiagunj
5.	Chairman, Nalhati Municipality	2,22,000.00	Nalhati
6.	Chairman, Santipur Municipality	5,69,000.00	Santipur
7.	Chairman, Tamluk Municipality	2,91,000.00	Tamluk
<b>Total</b>		<b>26,04,000.00</b>	
<b>(Rupees Twenty Six Lakhs Four Thousand only)</b>			

  
(Debasis Mitra)  
Joint Secretary  
M.A.Department, GOWB

  
(C. Sircar)  
Director  
SUDA

Memo. no. 1495 (15-9/5) / 08 / Em 82. 11-10-08

Requisition of Fund for the Period October '08 to December '08					
Sl. No.	Item of Expenditure	Expenditure (Amount in Rs./-)	Sl. No.	Item of Expenditure	Expenditure (Amount in Rs./-)
Non Recurring			Recurring		
1	Equipment		9	Honararium	1,40,259.00
2	Furniture		10	Salaries	1,25,100.00
3	Construction (Not Applicable for the Present)		11	Rent	
	a) Sub-Centre		12	Training	
	b) OPD cum maternity home				
	c) OPD		13	Drug	
4	I.E.C and materials		14	I.E.C	
5	Renovation on works		15	Operating Cost(Sundries, Printing, Postage & Telephone, T.A./D.A.etc.)	5000.00
6	Base Line Survey.				
7	Family schedule, Training manual, HMS format and H.H.W kit				
8	Strengthening of existing Maternity Home & Dispensaries(Not applicable for present)				
TOTAL Rs./-(1 to 15) =				2,70,359.00	

Rs. 2.75 lakhs.  
may be released.  
4.11.08

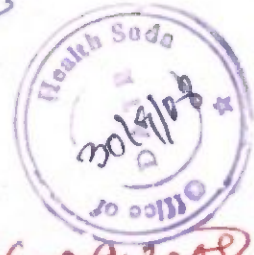
*[Signature]*

*[Signature]*  
Chairman  
Beldanga Municipality  
Chairman  
Beldanga Municipality



*Ch20m  
to chide*

**BELDANGA MUNICIPALITY**  
**MURSHIDABAD**



Memo No. *1446/1129(s)/08*

Dated. *26.09.2008*

To,  
The Director,  
State Urban Development Agency,  
Health Wing, ILGUS BHAWAN,  
HC-Block, Sector -III, Bidhannagar,  
Kolkata-700091

*PO(H)  
✓  
29/9*



**Sub- Request for allotment of fund**

Respected Madam,

In Reference to the office Memo No.1198/III-9(s)/En dated 12.08.08. We submitted the utilisation certificates and request for farther allotment of fund. But we have not received the said fund up till now. On the other hand there is a balance of Rs.20,329/- (Twenty thousand three hundred twenty nine) only after preparation of salary and honorarium bills of September, 2008.

For this we will have to face great problems to prepare the next salary and honorarium bills of October,2008.

Therefore, kindly arrange to provide a fund of Rs.3,78,664(Three lacks seventy eight thousand six hundred and sixty four) only as per our requirement. *at an early date.*

Thanking you.

Yours faithfully,

*[Signature]*  
Executive Officer  
Beldanga Municipality

*[Signature]*  
Executive Officer.  
Beldanga Municipality



Memo-25 D.M/ Health

Office- 244-228 STD-03453  
Resi- 244-856 Fax No- 244-228

# Office of the Councillors of Dainhat Municipality

P.O. – Dainhat • Dist. - Burdwan

From:-

*Bidyut Baran Bhakta*

Chairman

Dainhat Municipality

Dated, Dainhat the ...22/09...2008



To ,  
The Director  
SUDA (Health Wing)  
SUDA Bhavan  
H.C. Block, Sector- III  
Bidhannagar, Kol—91

Sub :- Requisition of fund for C.B.P.H.C.S under Dainhat Municipality

Sir,

For smoothly running of Community Based Primary Health Care Services Centre As well as three (3) Sub-centers we are required fund for non-recurring and recurring Purpose which are mentioned in your given format (attached herewith).

Therefore, you are requested to release Rs.2,04,000.00 (Rupees two lakes four Thousand only) as early as possible.

Thanking you,

Yours Faithfully,

*[Signature]*  
Chairman 22/09-08  
Dainhat Municipality



# Dainhat Municipality

Dainhat . Burdwan

Submission of Requisition of Fund for C.B.P.H.C.S. Under Dainhat Municipality

Requisition of Fund for the Period July-2008 to September -2008

Sl. No.	Items	Requisitioned Amount in Rs.
	Non-Recurring	-
1	Equipment	-
2	Furniture	-
3	Construction : (Not applicable for the present)	-
	a) sub-center	-
	b)OPD cum Maternity Home	-
	c)OPD	-
4	I.E.C. & Materials :Signboard 1090 x3	3270.00
5	Renovation works	-
6	Base Line sarvey	-
7	Family Schedule, Training manual, HMIS format & H W Kit bag.	-
8	Strengthening of existing Maternity Homes &Dispensaries (Not applicable for the present)	-
	Recurring	
9	Honorarium :(HHW &FTS) (1000x14x3)+(1170X3X3)	52530.00
10	Salaries :(25,500X3)	76500.00
11	Rent : (1000x3x3)	9000.00
12	Training :	-
13	Drug :	-
14	I.E.C. :(2,000X3)	6000.00
15	Operating Cost (sundries, printing, postage &telephone, T.A./D.A etc ,Honorarium of M.O : (15000X3)+(3900X3)	30000 <del>56700.00</del>
	Total	<del>204000.00</del>
	(Rupees Two lakes four thousand only)	185730

Rs. 1.85 Lakhs  
may be released  
4-11-08

Chairman 22/09/08  
Dainhat Municipality



Office of the

# Haldia Municipality

Dr. B. R. Ambedkar Bhawan, Administrative Building, City Centre,  
P.O. - Debhog, Haldia, Purba Medinipur, West Bengal.

☎ : 03224-252996 / 252997  
252644 / 253410 / 252718  
Fax : 252154

Memo No. : 2194/HM/C.B.P.H.CS/08

Date : 29-8-08

To  
The Director,  
State Urban Development Agency,  
Health Wing,  
Govt. of West Bengal,  
ILGUS Bhawan,  
HC Block, Sector-III, Salt Lake,  
Bidhannagar, Kolkata - 700091.



PO (H)  
1/9

Sub : Release of fund for Community Based  
Primary Health Care Service.

Madam,

With reference to the above subject and to say that the fund for Community Based Primary Health Care Service within this Municipality is near to exhaust. The fund is required to met the recurring expenditure like Honorium, Salariues, Drug, IEC etc. for this scheme.

So, you are requested to release the fund for this purpose at an early date to run the scheme smoothly.

Thanking you,

(47.49%)

Yours faithfully,

Chairperson,  
Haldia Municipality.

Fund available 893954/-  
SO E. 424531/-  
81205/-

505736  
87,530



593266  
To 166.3% left, 2

Release fund-1

M.T.



## Requisition of fund for the period upto oct'08

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
<b>Non-Recurring</b>		
1	Equipment for sub centre -Rs225000 (9 sub centre @Rs.25000 each)	0
2	Furniture for sub centre Rs.180000 (9 sub centre @ Rs.20000 each)	0
3	Construction (Not Applicable for the present)	0
	a) Sub-Centre	0
	b) OPD cum Maternity Home	0
	c) OPD	0
4	I.E.C & Meterials	0
5	Renovation works	0
6	Base Line Survey	0
7	Family Schedule Training manual, HMIS format & HHW Kit	0
8	Strengthening of existing Maternity Homes & Dispensaries (not applicable for the present)	0
<b>SUB TOTAL (NON-RECURRING)</b>		0
<b>Recurring</b>		
9	Honorarium	350000
10	Salaries	225000
11	Rent	0
12	Training	0
13	Drug	300000
14	I.E.C.	15000
15	Operating Cost (Sundries, Printing, Postage & Telephone, T.A. / D.A. etc)	30000
<b>SUB TOTAL (RECURRING)</b>		<del>920000</del>
<b>GRAND TOTAL (NON-RECURRING + RECURRING)</b>		<b>920000</b>
		620000

Rs. 6,20 lakhs  
may be released  
4.11.07



Chairperson  
Haldia Municipality

1/2/08



J.A.  
28.10.08

**Office of the Councillor**  
**Jiaganj-Azimganj Municipality**  
**Community Based Primary health Care Services**  
**Azimganj Murshidabad**  
**Phone No. (03483) 253222**

Memo no.81/EN/XXI/ CBPHCS

Dated 21.10.08

To  
The Director,  
State Urban Development Agency,  
Health Wing Ugas Bhawan,  
HC Block, Sector III Bidhannagar,  
Kolkata - 700091

Sub: - Requisition of Fund for implementation of CBPHCS  
under Jiaganj-Azimganj Municipality for the period of 1st Oct '08 to  
31st Dec '08.

Respected Madam,

I am to forward herewith the Requisition of fund in the prescribed proforma  
for the period from 1st Oct '08 to 31st Dec '08 in favour of Jiaganj-Azimganj Municipality for  
implementation of CBPHCS with the request to make allotment of fund available urgently.  
With regards.

Encl:- As Stated

Memo No.

Copy forwarded to :-

1. AFC Jiaganj- Azim ganj Municipality
2. Accounts Assistants, CBPHCS
3. G/F CBPHCS

  
Yours faithfully,

Chairman,  
Jiaganj-Azimganj Municipality.  
**Chairman**  
**Jiaganj-Azimganj Municipality**

Dated.

Chairman,  
Jiaganj-Azimganj Municipality.



**Requisition of fund for the Period 1st Oct. 2008 to 31st Dec. 2008 of  
Jiaganj-Azinganj Municipality**

Sl No.	Item of Expenditure	Expenditure (Amount in Rs)
	Non Recurring	
1	Equipment	
2	Furniture	
3	Construction :- (Not applicable for the present)	
	a) Sub-Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4	IEC & Matials	
5	Renovation Works	
6	Base line Survey	
7	Family schedule, Training Manual , HMIS format & HHWs kit Bag	
8	Strengthening of existing Maternity Homs & Dispensaries (Not applicable for the present)	
	Recurring	
9	Honorarium	2,46,373=00
10	Salaries	1,66,238=00
11	Rent	<del>5,500=00</del> 5000
12	Training	
13	Drug	
14	IEC	30,000=00
15	Operating Cost (Sundries, Printing , Postage & Telephone, TA/ DA etc.) *	30,000=00
	TOTAL	4,78,111=00

This is to certify that the amount as shown in the statement has not been preferred earlier

\* The amount is inescapably necessary to meet the outstanding amount of Rs. 19500/- on this score and meet the requirement for the coming three month.

4.42  
As 4.42  
Lovers  
de melin  
4.42

Signature of Chairman/Vice-Chairman

**Chairman**

Jilganj-Azimganj Municipality

Contd P/3

**OFFICE OF THE COUNCILLOR**  
**COMMUNITY BASED PRIMARY HEALTH CARE SERVICES**

Under  
**Jiaganj-Azimganj Municipality**  
P.O. Jiaganj • Dist. Murshidabad  
Phone No. 03483-253222

**Consolidated Pay Sheet for the month of 1st Oct'08 to 31st Dec'08**  
**of CBPHCS under Jiaganj-Azimganj Municipality**

Sl No.	Name of the employee	Designation	Consolidated pay	Net Amount	Total
1	Dr. J.N. Pal	Medical Officer	Rs. 6000/-	18000=00	18000=00
2	Pradip Kumar Bose	Sanitary Inspector	Rs. 5500/-	16500=00	16500=00
3	Biswajit Shee	Accounts Asstt.	Rs. 5000/-	15000=00	15000=00
4	Sanjib Kumar Nandi	Computer Asstt.	Rs. 5000/-	15000=00	15000=00
5	Partha Kumar Das	Health Asstt.	Rs. 5000/-	15000=00	15000=00
6	Jayanta Chakroborty	Mult Purpose Helper cum Store keeper	Rs. 5000/-	15000=00	15000=00
				Total	94,500=00

Rupees Ninety four thousand five hundred only

  
Signature of Chairman / Vice-Chairman  
Jiaganj-Azimganj Municipality  
Chairman  
Jiaganj Azimganj Municipality



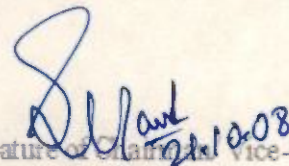
**OFFICE OF THE COUNCILLOR  
COMMUNITY BASED PRIMARY HEALTH CARE SERVICES**

Under  
**Jiaganj-Azimganj Municipality**  
P.O. Jiaganj • Dist. Murshidabad  
Phone No. 03483-253222

Pay sheet for the month of 1st Sept'08 to 31st Dec'08  
of CBPHCS under Jiaganj -Azimganj Municipality  
Govt. Notification no. 451/MA/C-10/35-55/2005 pt Dated 22nd April'08

Sl. No.	Name of the Employee	Designation	Basic Pay	D.P. 50%	DA 35% D.A. 41%	Gross Amount	Net Amount	Total
1	Dr. Biplab Ranjan Pal	Health Officer	8000=00 8000=00	4000=00 4000=00	4200=00 4920=00	16200=00 16920=00	(16200 x 2 Months) (16920 x 2 Months)	Rs.32400=00 Rs.33840=00
								Rs.66240=00

Rupees Sixty Six thousand Two Hundred Fourty Only

  
 Signature of Chairman & Vice-Chairman  
**Chairman**  
**Jiaganj-Azimganj Municipality**

OFFICE OF THE COUNCILLOR  
COMMUNITY BASED PRIMARY HEALTH CARE SERVICES

Under

**Jiaganj-Azimganj Municipality**

P.O. Jiaganj • Dist. Murshidabad

Phone No. 03483-253222

AD-HOCBONUS FOR THE YEAR - 2007-2008 of CBPHCS under Jiaganj-Azimganj Municipality

Govt. NOTIFICATION NO.- HF/SPSRC/HSDI/2/2008/383, DATED - 10TH SEP. '08

Read with Memorandum no 6060- F Dtd. 29th Aug '08 of Finance Deptt.

Govt. Rules

Sl. No.	Name of the employee	Designation	Consolidated Pay	Maximum amount of Bonus	Length of Service Qualified for Bonus	Ad-hoc bonus admissible on Pro-rata basis
1	Dr. J.N. Pal	Medical Officer	Rs. 6000/-	Rs. 1000/-	April '07 - March '08 1 year	Rs. 1000/-
2	Pradip Kumar Bose	Sanitary Inspector	Rs. 5500/-	Rs. 1000/-	Aug '07 - March '08 8 month	Rs. 666/-
3	Biswajit Shee	Accounts Asstt.	Rs. 5000/-	Rs. 1000/-	June '07 - March '08 10 month	Rs. 833/-
4	Sanjib Kumar Nandi	Computer Asstt.	Rs. 5000/-	Rs. 1000/-	June '07 - March '08 10 month	Rs. 833/-
5	Partha Kumar Das	Health Asstt.	Rs. 5000/-	Rs. 1000/-	June '07 - March '08 10 month	Rs. 833/-
6	Jayanta Chakroborty	Mult. Purpose Helper cum Store keeper	Rs. 5000/-	Rs. 1000/-	June '07 - March '08 10 month	Rs. 833/-
					Total	Rs. 4998/-

Rupees four thousand nine hundred ninety eight only.

page-5

Signature of Chairman/Vice-Chairman

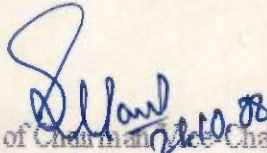
Chairman

Jiaganj-Azimganj Municipality

Contd. P/6



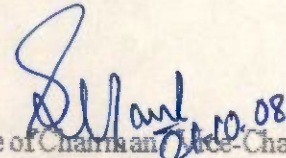
Total Salary Requirement for M& S Cell =	Rs. 94,500=00
Add: - a) Health Officer Salary	Rs. 66,240=00
b) Outstanding Bonus for the year 2007-08	Rs. 4998 =00
	<u>Rs 165738=00</u>
Less:- Amount of Salaries (unspend)	Rs. 500=00
Balance Salaries required upto Dec'08	<u><u>Rs1,66,238=00</u></u>

  
 Signature of Chairman / Vice-Chairman  
 Chairman  
 Jhaganj-Azimganj Municipality

Honorarium for grass root level functionaries HHW's Requirement for the period of 1st Oct'08 to 31st Dec'08.

1. Shibani Das
2. Archana Dhar
3. Reba Ghosh
4. Aparna Biswas
5. Archana Sarkar
6. Sonali Halder
7. Rina Roy
8. Rakhi Manai
9. Sabita Das
10. Sarathi Mandal
11. Mina Chanda (Mandal)
12. Anita Majumder
13. Chandana Das
14. Snehalata Ambuli
15. Sathi Das
16. Anima Ghosh
17. Pampa Palit (Dey)

Total HHW 17X 1750/-X 3= Rs. Rs. 89,250/-

  
Signature of Chairman, Vice-Chairman  
Chairman  
Jiaganj-Azimganj Municipality



**Honorarium for grass root level functionaries FTS  
Requirment for the period of 1st Oct'08 to 31st  
Dec'08.**

---

1. Sonali Bhattacharyee
2. Lipika Ghosh
3. Mita Saha(Das)
4. Tuksi Saha

Total FTS 4XR<sub>s</sub>. 1920/- X 3 = Rs. 23,040/-

  
Signature of Chairman / Vice-Chairman  
Chairman  
Jiaganj-Azimganj Municipality

Sl. No.	Name of the HHW	Hono-rarium	Maximum amount of Bonus	Length of Service Qualified for bonus	Ad-hoc Bonus admissible on pro-rata basis	Net Amount
1	Shibani Das	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
2	Rakhi Mani	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
3	Archana Dhar	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
4	Reba Ghosh	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
5	Sabita Das	1000/-	1000/-	Sep '07 to March '08 (7 Month)	583/-	583/-
6	Archana Sarkar	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
7	Sonali Halder	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
8	Rina Roy	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
9	Chandana Das	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
10	Muna Chanda (Mandal)	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
11	Sarathi Mandal	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
12	Anita Rani Majumder	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
13	Sonali Bhattacharjee	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
14	Lipika Ghosh	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
15	Mita Saha (Das)	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-
16	Tulsi Saha	1000/-	1000/-	July '07 to March '08 (9 Month)	750/-	750/-

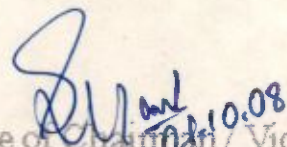
Total Amount --11,833/-

  
 Signature of Chairman  
 Jaiganj-Azimganj Municipality  
 Chairman  
 Jaiganj Azimganj Municipality



**Outstanding Honorarium under HHW's and FTS of CBPHCS under Jiaganj-Azimganj Municipality .**

Outstanding Honorium of 15th HHW's @ Rs. 250/- per head from 1st July'07 to March'08 (15x250 x9)	Rs. 33750=00
1 (one) HHW @ Rs. 250/-from Sept'07 to March'08 (1x250x7)	Rs. 1750=00
1 (one) HHW @ Rs. 250/-from Nov'07 to March'08 (1x250x5)	Rs. 1250=00
13 (thirteen) HHW @ Rs. 750/-from April'08 to Sept'08 (13x750x6)	Rs. 58,500=00
04 (four) HHW @ Rs. 750/-from April'08 to June'08 (04x750x3)	Rs. 9,000=00
04 (four) HHW @ Rs. 750/-from 1st July'08 to Sept'08 (04x750x3)	Rs. 9,000=00
	Rs. 1,13,250=00
04 (four) FTS @ Rs. 750/-from 1st July'08 to Sept'08 (04x750x3)	Rs. 9,000=00
Total outstanding Honorium required	Rs. 1,22,250=00

  
Signature of Chairman / Vice-Chairman  
Chairman  
Jiaganj-Azimganj Municipality

Honorarium for grass root level functionaries HHW's Requirment for the  
period of 1st Oct. 08 to 31st. Dec. 2008 Rs. 89250=00

Honorarium for grass root level functionaries  
FTS Requirment for the  
period of 1st Oct. 08 to 31st. Dec. 2008 Rs. 23040=00  
Rs. 1,12,290=00

Add : Outstanding Honorarium of HHW's Rs. 1,13,250=00  
Add : Outstanding Honorarium of FTS Rs. 9,000=00  
Add : Outstanding Ad-hoc Bonus Rs. 11,833=00  
Rs. 2,46,373=00

Total honorarium required up to December 2008

  
Signature ~~Chairman~~ / Vice-Chairman  
Chairman  
Jiaganj-Azimganj Municipality



OFFICE OF THE  
**NALHATI MUNICIPALITY**  
NALHATI \* BIRBHUM

Memo No:-725/Nal/Muni

Dated:-1/11/08

To  
The Director of SUDA  
Govt. of West-Bengal  
Health Wing "ILGUS Bhavan"  
H.C Block, Sector-III, Bidhannagar,  
Kolkata-700091

Sub : Further requisition of Fund against Community Based Primary Health Care Service


Ref : Your Memo No-SUDA-Health/63 ULBs/Accts/08/242 dt.29/09/08

Sir,

With due respect I beg to draw your kind attention that an amounting to Rs.1.05 lakhs has been received by this end vide DD.No.-759712 dt.26/09/08. Accordingly balance as on 01/10/08, Rs.1,20,653.08. It is stated that the present bank balance is appeared as Rs.1,166.08 against the said fund.

In view of the above you are requested to extend your kind grant towards further fund in favour of the programme. Your early co-operation in this regard is solicited.

Your faithfully

  
Chairman  
Nalhati Municipality

# COMMUNITY BASED PRIMARY HEALTH CARE SERVICES

Requisition of fund for the period from Nov. 2008 to Jan. 2009

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs. )
	<u>Non-Recurring</u>	
1.	Equipment (Computer) 2 Nos.	120000=00 X
2.	Furniture	
3.	Construction : ( Not applicable for the present )	
	a) Sub-Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4.	I.E.C & Materials	
5.	Renovation Works	
6.	Base Line Survey	
7.	Family Schedule, Training manual, HMAS format & HHW Kit bag.	
	<u>Recurring</u>	
9.	Honorarium	84000=00
10.	Salaries	76500=00
11.	Rent ( From June'2008 to Jan'2009 )	32000=00
12.	Training	
13.	Drug	192000=00 X
14.	I.E.C.	8000=00 X
	Operating Cost (Sundries, Printing, Postage & Telephone, and TA/DA etc.)	45000=00 30000=10.
	<b>TOTAL</b>	<del>557500=00</del> 2,22,500

Rs. 2,22,500/-  
m/s LC rdcm  
7.11.07

Signature of Chairman/ Vice- Chairman



chhotu,  
21.10.08

255268/255300

:-03465-255300

OFFICE OF THE

# NALHATI MUNICIPALITY

Nalhati ★ Birbhum

Memo No. - 645/Nal/Muni

Date. 18/9/2008

To  
The Director of SUDA,  
Govt. of West Bengal,  
"Health Wing" "ILGUS BHAVAN"  
H.C. Block, Sector III  
Bidhannagar, Kolkata- 91



Sub: - Submission of Report against expenditure and U.C. is including "Requisition of Fund" for Nalhati Municipality.

Reference: - This office memo no- 517/Nal/Muni dated 28/7/08.

Sir,

With reference to the above this is to bring to your kind notice that the "Requisition of Fund" for Nalhati Municipality, Birbhum, against Community Based Primary Health Care Services, for the period from July 2008 to September, 2008, is being re- submitted herewith for favour of your kind consideration.

Further, to state that the present Bank Balance is appeared as Rs. 7913.60 against the said Fund. (This is for favour of your kind information and taking necessary action.

Encl : 1 Sheet Only

Yours faithfully

13/9/08  
Chairman  
Nalhati Municipality

28021

## Requisition of fund for the period from July 2008 to Sept. 2008

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs. )
	<u>Non-Recurring</u>	
1.	Equipment (Computer-2 Nos. & Fax)	120000=00
2.	Furniture	
3.	Construction : ( Not applicable for the present )	
	a) Sub-Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4.	I.E.C & Materials	
5.	Renovation Works	
6.	Base Line Survey	
7.	Family Schedule, Training manual, HMAS format & HHW Kit bag.	
	<u>Recurring</u>	
9.	Honorarium	107040=00
10.	Salaries	76500=00
11.	Rent	12000=00
12.	Training	
13.	Drug	192000=00
14.	I.E.C.	12000=00
	Operating Cost (Health Officer Honorarium, Sundries, Printing, Postage & Telephone, TA/DA etc.)	45000=00
	<b>TOTAL</b>	<b>564540=00</b>

Signature of Chairman/ Vice- Chairman  
 Chairman  
 Nalhati Municipality



*Ajoy De*

Member, W.B. Legislative Assembly  
Chairman, Santipur, Municipality



*Chhola*  
*20.10.07*

Code : 953472  
Phone : Office - 278029  
Fax : 277170  
Resi. 278262  
Chamber - 278111

Ref. No. - *2999/4/24*

Date : *04.09.08*

To  
The Director,  
State Urban Development Agency (SUDA).  
Heath Wing, "ILGUS BHAVAN"  
H-C Block, Sector-III, Bidhannagar,  
Kolkata-700 091.



Dear Sir,

**Sub: Submission of Requisition of fund as per prescribed format for the period from 01.07.2008 to 30.09.2008 Community Based Primary Health Care Service in Santipur Municipality.**

With reference to above, please find enclosed herewith Requisition of fund as per prescribed format for the period from 01.07.2008 to 30.09.2008 Community Based Primary Health Care Service in Santipur Municipality.

Hope You will find the same in order.

Thanking you.

Yours faithfully

*4/9/08*  
Chairman  
Santipur Municipality.

Encl: As Stated.

# Community Based Primary Helth Care Services in 63 NON-KMA ULBs

Name of the Municipality: SANTIPUR

Requisition of fund for the period from 01.07.2008 to 30.09.2008

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)	Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	<b>Non-Recurring</b>			<b>Recurring</b>	
1.	Equipment	---	9.	Honorarium Arrear {250 X 5(From Nov 07 to Mar 08) X 46}+(750 X 3 (From Apr 08 to Jun 08)X 46)+ Rs. {1750 X 46 X 3(From Jul 08 to Sep 08) }(46HHW) Rs.{60 X 9(from 21 <sup>st</sup> July to 31 <sup>st</sup> July)}+{1920 X 2(Aug 08 to Sep 08) X 9} (9 FTS)	4,37,600
2.	Furniture	---	10.	Salaries Rs. 20000 X 3	60,000
3.	Construction: (Not applicable for present)		11.	Rent Rs.1000 X 9 X 3	27,000
	a) Sub-Centre		12.	Training	
	b) OPD cum Maternity Home		13.	Drug	30,000
	c) OPD		14.	I.E.C	
4.	I.E.C. & Materials	---	15.	Operating Cost (Sundries, printing, postage & telephone, TA/DA etc) Rs.5000 X 3	15,000
5.	Renovation Works				
6.	Base Line Survey	---			
7.	Family Schedule, Training manual, HMS format & HHW kit.				
8.	Strengthening of existing Maternity Home & Dispensaries (Not applicable for the present)				
				<b>TOTAL</b>	5,69,600

Rs. 5.69 lakhs  
mm oe odw  
4.11.08

Signature of Chairman  
Santipur Municipality



# তমলুক পৌরসভা

## OFFICE OF THE COUNCILLORS OF TAMLUK MUNICIPALITY

স্থাপিত - ১৮৬৪ ★ Estd.- 1864

তমলুক, পূর্ব মেদিনীপুর - ৭২১৬৩৬ ★ TAMLUK, PURBA MEDINIPUR - 721636

Phone : (03228) 266007 / 267370 / 269537, Fax - (03228) 267370

প্রেরক From :

পৌরপ্রধান Chairman

তমলুক পৌরসভা

Tamluk Municipality



স্মারক / পত্রাক্রম নং Memo No. 27/Health/T.M

তারিখ, তমলুক,

Dated, Tamluk, The 09.11.2008.

প্রতি To :

The Director,  
State Urban Development Agency,  
Health Wings  
Ilugus Bhavan  
H-C Block, Sector- III, Bidhannagar,  
Kolkata - 700 091.



**Sub: - Requisition of fund for Community Based Primary Health Care Service Project for the Month of July '08 to September '08.**

Madam.

With reference to the above I am to send herewith the requisition statement of Requisition fund of Community Based Primary Health Care Service Project for the month of July '08 to September '08.

Enclosure:- As stated above

Fund.

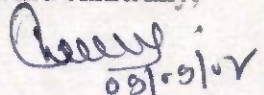
802

BR.

341972  
687000  
1028972

579047  
75801  
654848 (63.6/-)

Yours faithfully,

  
(P. NANDY)

Chairman

Tamluk Municipality.

# TAMLUK MUNICIPALITY

Requisition of fund for the period of JULY'08 TO SEPTEMBER -2008

SL NO	ITEM OF EXPENDITURE	REQUISITION (AMOUNT IN RS)
<b>NON-RECURRING</b>		
1	Ecuipment(COMPUTER / FAX)	
2	Furniture	
3	Construction :- ( Not applicable for the present )	
	a ) Sub- Centre	
	b ) OPD cum Maternity Home	
	c) OPD/	
4	I.E.C & Materials	
5	Renovation Work / INPLEMATION	
6	Base Line Servey	
7	Famaily Schedule, Traning manual, HMIS format & HHW Kit	
8	Strengthening of exisiting maternity Homes & Dispensaries ( Not applicable for the present )	
<b>RECURRING</b>		
9	Honorarium	134661.00
10	Honorarium ( FTS)	17001.00
11	Salaries	94500.00
12	Rent	15000.00
13	Training	
14	Drug	240000.00 X
15	I.E.C.	
16	Operating Cost ( printing, postage & Telephone bill, T.A / D.A etc.)	30000 45000.00
	<b>TOTAL:-</b>	<b>546162.00</b>

( RUPEES FIVE LAKH FOURTY SIX THOUSAND ONE HUNDRED SIXTY TWO ONLY ) 291162



*Rs. 2,19,162/-*  
*ms &c*  
*schms*

*Bauly*  
CHAIRMAN 09/09/08  
TAMLUK MUNICIPALITY





০/৯



## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা ৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং.....  
SUDA-67/2006 1130তারিখ.....  
29.10.2008

From : Director, SUDA

To : The Manager, State Bank of India,  
Salt Lake City, Kolkata - 700 091.Sub : Preparation of Account Payee Demand Draft  
Current Account No.10836424685.

Community Based Primary Health Care Services

Sir,

You are requested to kindly arrange for preparation of the following Account Payee Demand Drafts as per details given below, debiting the amount from this office Current Account No.10836424685 lying with your branch in respect of Community Based Primary Health Care Services

Sl. No.	Name of Payee	Amount (in Rs.)	SBI Branch
1.	Chairman, Arambagh Municipality	244000.00	Arambagh
2.	Chairman, Chakdah Municipality	330000.00	Chakdah
3.	Chairman, Chandrakona Municipality	319000.00	Ghatal
4.	Chairman, Dalkhola Municipality	355000.00	Dalkhola
5.	Chairman, Diamond Harbour Municipality	281000.00	Diamond Harbour
6.	Chairman, Gushkara Municipality	291000.00	ADB, Itachanda
7.	Chairman, Haldibari Municipality	415000.00	Jalpaiguri
8.	Chairman, Katwa Municipality	398000.00	Katwa
9.	Chairman, Mathabhanga Municipality	459000.00	Cooch Behar
10.	Chairman, Ramjibanpur Municipality	119000.00	Ghatal
11.	Chairman, Ranaghat Municipality	695000.00	Ranaghat
12.	Chairman, Taki Municipality	547000.00	Basirhat
13.	Chairman, Birnagar Municipality	415000.00	Birnagar
14.	Chairman, Gobardanga Municipality	184000.00	Gobardanga
15.	Chairman, Joynagar-Mazilpur Municipality	306000.00	Baruipur
Total		5358000.00	
(Rupees Fifty-three Lakh Fifty-eight Thousand only)			

(Debasis Mitra)

Joint Secretary

M.A.Department, GOWB

(C.Sircar)

Director, SUDA

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : dirsudawb@yahoo.com

Account Section : 2358 6408

Chh...  
22-10-08

Ph. No. : - (03473) 260227, Fax : - (03473) 260227  
Email : birnagarmunicipalitymailbox@rediffmail.com

# Office of the Councillors of Birnagar Municipality

P.O. : BIRNAGAR, DIST : NADIA, WEST BENGAL.

From :

*Sri Nanda Dulal Roy*  
Chairman,

Memo No. .... 985



*Sri Partha Kumar Chatterjee*  
Vice-Chairman

Dated Birnagar the 13.10.2008



To,  
The Director,  
State Urban Development Agency,  
Health Wing, ILGUS Bhavan,  
Salt Lake, Kolkata: 106

**Sub: Requirement of fund for the period Oct'08 to  
Dec'08 with arrears.**

Sir,

In cancellation of our memo No. 872 dt. 03.09.08 in connection with the subject matter, we would request you kindly to arrange to allot the required fund as per statement enclosed for the Qr. ending Dec'08 at an early date.

The additional amount required for the payment of arrear honorarium, Ad-hoc Bonus and also for joining of Health Officer Promotion of 3 Nos F.T.S. and 3 Nos HHW join in their places.

We would also like to add for your information that 99.74% of the total fund allotted has already been spent.

Thanking you,

Encl: As stated above.

Yours faithfully,

*Fy = 08-09*  
Available fund 7.34 lakhs  
So far submitted 7.31.11  
Balance = 0.03 lakhs

*[Signature]*  
Chairman  
Birnagar Municipality

*[Signature]*  
13.10.08



# BIRNAGAR MUNICIPALITY

## BIRNAGAR, NADIA.

Brief description for requirement of fund for 3rd Qr. (Oct'08 - Dec'08) with Arrears.

### 1. Honorarium

a) Arrear from Date of Joining to March' 08 (14 Nos.)	Rs.	32,183.00
b) Arrear from 01.04.2008 to 30.09.2008 (14 Nos)	Rs.	63,000.00
c) <u>3 Nos..S.T.S. 07.08.2008 to 30.09.2008.</u> <u>@ Rs. 170/-</u>	Rs.	921.00
d) <u>3 Nos. H.H.W. 07.08.2008 TO</u> <u>30.09.2008 @ Rs. 1750/-</u>	Rs.	9,483.00
e) Ad. Hoc. Bonus for 2007-08 of 14 Nos. H.H.W.	Rs.	13,118.00
f) F.T.S. (3 Nos) @ Rs. 1920/- for Oct' 08 to Dec' 08	Rs.	17,280.00
g) H.H.W. (14 Nos) @ Rs. 1750/- for Oct' 08 to Dec' 08.	Rs.	73,500.00
<b>Total</b>	Rs.	<b>209,485.00</b>

### 2. Salary

a) Health Officer - 1 No. 02.06.2008 to 30.09.2008	Rs.	64,260.00
b) Health Officer 1 No. Oct ' 08 to Dec. ' 08	Rs.	48,600.00
c) Staff for M & S. Cell 5 Nos. for Oct. " 08 to Dec. ' 08.	Rs.	76,500.00
d) Ad. Hoc Bonus for M & S. Cell - 4 Nos.	Rs.	4,000.00
<b>Total</b>	Rs.	<b>193,360.00</b>

### 3. Drag

For 2nd & 3rd Qr. (July '08 to Dec. ' 08.	Rs.	144,000.00
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### 4. Opperrating Cost.

Operating Cost	Rs.	15,000.00
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<b>Grand Total (1+2+3+4)</b>	Rs.	<b>561,845.00</b>
------------------------------	-----	-------------------

*Rs. 4.15 lakhs  
was be released.  
29.10.08*

*[Signature]*  
Chairman  
Birnagar Municipality  
*13.10.08*

Chhotu  
22-10-08

# GOBARDANGA MUNICIPALITY

## OFFICE OF THE BOARD OF COUNCILORS OF GOBARDANGA

P.O :- Gobardanga, P.S. :- Habra , Dist :- North 24 Parganas , Pin:- 743252

Tel : (03216) - 249436 / 248273

Fax : 03216-249436

Meemo no - 411/GM/HHW/08

dt - 20.10.08

From : Bapi Bhattacharya  
Chairman  
Gobardanga Municipality

To : The Director , SUDA  
Health wing  
Ilugus Bhabon  
Bidhan Nagar  
Kolkata - 91



Sub:- Requisition of Fund under H.H.W. ,Gobardanga Municipality

Madam,

I am enclosing here with Requisition of Fund which will be urgent required for payment of honorarium and salary of the H.H.W and necessary expenditure to purchase of furniture and others equipments.

In this connection, I would request you kindly to expedite the matter and release the fund as early as possible  
Thanking you,

Encls : as stated.

Yours faithfully

*B. B.*

Chairman  
Gobardanga Municipality



Approved by  
18.10.08

Fy = 2008-09

Available Fund = 5.45 lacs

SoE submitted = 4.67 "

Balance = 0.78 lacs



## Requisition of fund 2008 -09

Salaries for 3 month	31,500 X 3	94,500
Honorarium for 3 month	29750 X 3	89,250
Drug	_____	_____
Furniture	_____	2,00,000
Operating cost	_____	_____
Equipment	_____	50,000
Total	_____	4,33,750

X

X

*Rs. 1.84 lakhs.  
may be released.  
29.10.08*

*(Signature)*

Chairman

Gobardanga Municipality



*Thomson -  
18.10.08*

Phone: 953218-220210, STD No. 03218-220210

Fax No. 953218-221044

## JOYNAGAR MOZILPUR MUNICIPAL OFFICE

P. O. - Joynagar Mozilpur, Pin Code No.- 743337  
SOUTH 24-PARGANAS

Memo No. - J.M.M. / H.H.W/303 .

Dated: 13-10-2008

From  
Vice-Chairman,  
Joynagar Mozilpur Municipality.

To,  
The Director, SUDA,  
Health Wing, ILGUS Bhavan,  
HC Block, Sector -III,  
Bidhannagar, Kolkata - 700091



**Sub: Submission of Requisition of Fund for the Period  
from 1<sup>st</sup> October 2008 to 31<sup>st</sup> December 2008.**

Sir,

This is to inform you that few amounts have been paid in last six months where the amount either not allotted or less amount allotted (the details Sheet "A" is annexed herewith) against your memo no.-SUDA - Health/63 ULBs/Accts./08/29 dated 03.05.2008 of Rs. 5,00,000/-. Here we are submitting the Revised Budget of said amount for your kind sanction.

More over we would like to state that our fund balance is now Rs. 1,35,727/-, which is below the 30% level. You are requested to allot the fund as per Requisition Sheet "B" (annexed herewith) for smooth running of the Health Programme.

Thanking you.

Yours faithfully,

VICE-CHAIRMAN  
Joynagar Mozilpur Municipality



By: 2008-09

Available fund = 5.83 lacs

SoB Submitted = 4.47 "

Balance = 1.36 lacs



# Community Based Primary Health Care Services in 63 Non - KMA ULBs

## Statement of Fund Released and Expenditure For the Period of April'08 to September'08

Name of the Municipality - Joynagar Mozilpur Municipality

Comparison of Fund For the period from April'2008 to September'2008

### Sheet "A"

Sl. No.	Item of Expenditure	Fund Released Amount (in Rs.)	Expenditure for the Period Amount (in Rs.)	Deviation from allotted Amount (in Rs.)	Revised Budget Amount (in Rs.)
	<b>Non - Recurring</b>				
1	Equipment		16400.00	-16400.00	16400.00
2	Furniture	30000.00		30000.00	13600.00
3	Construction : ( Not applicable for the present )				
	a) Sub- Centre				
	b) OPD cum Maternity Home				
	c) OPD				
4	I.E.C & Materials				
5	Renovation Work				
6	Base Line Survey				
7	Family Schedule, Training manual, HMIS format & HHW Kit bag				
8	Strengthening of Existing Maternity Homes & Dispensaries ( Not applicable for the present )				
	<b>Recurring</b>				
9	Honorarium	70000.00	143525.00	-73525.00	143525.00
10	Salaries	76000.00	166685.00	-90685.00	166685.00
11	Rent	6000.00	1000.00	5000.00	6000.00
12	Training				
13	Drug	288000.00	95900.00	192100.00	123790.00
14	I.E.C.				
15	Operating Cost ( Sundries, Printing, Postage & Telephone, TA/DA etc.)	30000.00	23493.00	6507.00	30000.00
	<b>TOTAL</b>	<b>500000.00</b>	<b>447003.00</b>	<b>52997.00</b>	<b>500000.00</b>

Opening Balance as on 01.04.08	82730.00
Received During the period	500000.00
Total Expenditure during the period	447003.00
Balance as on 30.09.08	135727.00

  
**Signature of Vice-Chairman**  
**J.M. Municipality**





# Community Based Primary Health Care Services in 63 Non - KMA ULBs

## Statement of Requisition

Name of the Municipality - Joynagar Mozilpur Municipality

Requisition of Fund For the period from October'2008 to December'2008

### Sheet "B"

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	<b>Non - Recurring</b>	
1	Equipment	
2	Furniture	30000.00
3	Construction : ( Not applicable for the present )	
	a) Sub- Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4	I.E.C & Materials	
5	Renovation Work	
6	Base Line Survey	
7	Family Schedule, Training manual, HMIS format & HHW Kit bag	
8	Strengthening of Existing Maternity Homes & Dispensaries ( Not applicable for the present )	
	<b>Recurring</b>	
9	Honorarium (Including Arrear)	142005.00
10	Salaries	125100.00
11	Rent	9000.00
12	Training	
13	Drug	192000.00
14	I.E.C.	
15	Operating Cost ( Sundries, Printing, Postage & Telephone, TA/DA etc.)	30000.00
	<b>TOTAL</b>	<b>528105.00</b>

( Rupees five lakhs twenty eight thousand one hundred and five only )



Rs. 3.06 lakhs,  
my bc return,  
27.10.08

**Signature of Vice-Chairman  
J.M.Municipality**

*[Handwritten Signature]*



OFFICE OF THE COUNCILORS OF ARAMBAGH MUNICIPALITY  
ARAMBAGH :: HOOGHLY

Phone-(03211) 255-030/257-467. Fax-255-030

Ref. No. 14/E.B.P.H.C.S/A.M

Date 24.09.08.



To  
The Director,  
SUDA,  
Health Wings,  
Ilus Bhavan,  
HC Block, Sector-III,  
Bidhannagar, Kolkata - 91

**Sub: Allotment of fund for Community Based Primary Health Care Service for Arambagh Municipality.**

Dear Sir,

This is to inform you that the balance of HHW fund for Arambagh Municipality is Rs. 63912/- (Rupees Sixty-three thousand nine hundred twelve only) as on 24/09/2008. So further fund is required immediately for payment of salary, bonus etc relating to Community Based Primary Health Care Service Programme.

I would request you kindly release of further fund for uninterrupted flow of activity relating to Community Based Primary Health Care Service Programme.

Thanking you.

Yours faithfully

Chairman  
Arambagh Municipality

**OFFICE OF THE COUNCILORS OF ARAMBAGH MUNICIPALITY  
ARAMBAGH :: HOOGHLY**

Phone-(03211) 255-030/257-467. Fax-255-030

Ref. No. 14/E.P.H.C.S/A.M

Date 24.09.08

To  
The Project Director  
SUDA  
Health Wing  
SUDA Bhavan,  
H.C.Block,Sector-111,  
Bidhannagore,Kolkata-91.



**SUB:Requisition of fund for Community Based Primary  
Health Care Service of Arambagh Municipality.**

Dear Madam,

I am enclosing herewith Requisition of fund in the prescribed Proforma for the months of JULY'08 to SEPT'08 in respect of Community Based Primary Health Care Service of Arambagh Municipality.

I, now, request you kindly to release fund as per the said requisition at your earliest Convenience.

Thanking You

Yours faithfully

Chairman  
Arambagh Municipality



# Requisition of fund

Requisition of fund for 3 months is to be submitted by the Chairperson/Vice Chairperson to Director SUDA as per format along with a forwarding letter.

Requisition of fund for the period ( JULY TO SEPT 2008 )		
SL. No.	Items	Requisitioned Amount in Rs.
Non-Recurring		
1	Equipment (computer+fax+M&S+4S.C.)	270,000.00
2	Furniture	80,000.00
3	Construction: (Not applicable for the present)	
	a) Sub-Center	
	b) OPD cum Maternity Home	
	c) OPD	
4	I.E.C. & Materials	
5	Renovation Works	
6	Base Line Survey	
	Family Schedule, Training manual, HMIS format & HHW	
7	Kit	
	Strengthening of Existing Maternity Home &	
8	Dispensaries (Not applicable for the present)	
Recurring		
9	Honorarium	70,000.00
10	Salaries	112,500.00
11	Rent	12,000.00
12	Training	
13	Drug	384,000.00
14	I.E.C.	10,000.00
	Operating Cost (Sindries, printing, postage, & telephone,	
15	TA / DA etc.	40,000.00
TOTAL		978500.00

(Rupees nine lakh seventy-eight thousand & five hundred only)

Rs. 2.44 lakhs.  
my be released.  
For furn, equip & drug and  
the VLB my be added,  
to submit work order,  
on receipt of which  
the said fund will  
be released.

Signature of Chairman/Vice-Chairman

Chairman  
Krembagh Municipality

27/07/18

**OFFICE OF THE COUNCILLORS**  
**Chakdaha Municipality**  
**P.O- CHAKDAHA, NADIA**  
**(WEST BENTGAL)**

MEMO NO: 1041/CM

To  
The Director  
State Urban Development Agency  
Health wing  
ILGUS Bhavan  
HC Block, Sector-3.,  
Kolkata 700 106



DATE: 12/09/08

PO (H)  
149

**Sub: Requisition for further C.B.P.H.C.S Fund**

Sir,

Our H.H.W Fund position stands an amount of Rs. 1, 48,572/- (One lack forty eight thousand & five hundred seventy two only), which is less than Rs. 4, 05,600/- (30% of fund received). For smooth running of our Community Based Primary Health Care Services Programme, please send our next allotment of Rs. 3, 33,540.00/- (Three lack Thirty three thousand five hundred Forty only) for coming three month i.e. September to November 2008 as per enclosed sheet.

Thanking You.

Arch fund 5,37,941

SoE submitted 3,11,491

77,878

(721)

389369

Yours Truly,

*K. Kailash*  
Chairman 12.9.08

Chakdaha Municipality

Chairman,  
Chakdaha Municipality  
Chakdaha, Nadia

Enclosed : Requisition sheet as per your format.



### Requisition of Fund for the Period September to November 2008

Sl.No.	Item of Expenditure	Expenditure (Amount in Rs.)	Sl.No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring			Recurring	
1	Equipment	NIL	9	Honorarium	74040.00
2	Furniture	NIL	10	Salaries	94500.00
3	Construction :		11	Rent	12000.00
	( Not applicable for the present)		12	Training	Nil
	a) Sub-Centre		13	Drug	96000.00
	b) OPD cum Maternity Home		14	I.E.C.	12000.00
	c) OPD		15	Operating Cost (Sundries, printing,postage& tele phone,TA/DA etc.)	45000.00 <b>41460.00</b>
4	I.E.C. & Materials	NIL			
5	Renovation Works	Nil			
6	Base Line Survey	Nil			
7	Family Schedule, Training manual,HMS format & HHW Kit	Nil			
8	Strengthening of existing Maternity Homes & Dispensaries (Not applicable for the present)				
				TOTAL	333540.00 <b>336000.00</b>

12/9/08  
Medical Officer  
C.B.P.H.C.S.  
Chakdaha Municipality



Signature of Chairman

Chairman,  
Chakdaha Municipality  
Chakdaha, Nadia

Rs. 3.30 lakhs.  
may be released.  
27-10-18

**OFFICE OF THE  
BOARD OF COUNCILORS, CHANDRAKONA MUNICIPALITY**

P.O. : Chandrakona \* Dist. : Paschim Medinipur

Ref. No. 376/CH-M/H-W/08

Date: 24.9.08

To

The Director, SUDA (Health Wings)

ILGUS Bhavan, HC Block, Sector - III

Bidhannagar, Kolkata-700091



**Sub: Requisition of C.B.P.H.C.S Fund**

Sir,

This is for your information that the C.B.P.H.C.S Fund of our Municipality has come down below 30% and presently balance in such Fund is amounted to Rs.70,410/- as per Bank Statement.

So, I request you to release the necessary fund at your earliest convenience.

Thanking you.

Enclo.

- 1) Fund requisition List  
of Items and Amount.

Yours faithfully,

*Biswanath Das*  
24/9/08  
Chairman  
Chandrakona Municipality



## Requisition of Fund

(For the period from October 2008 to December 2008 for Recurring Expenses)

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	<i>Non-Recurring</i>	Nil
1	Equipment	Nil
2	Furniture	Nil
3	Construction (Not applicable for the present)	Nil
	a) Sub-Center	Nil
	b) OPD cum Maternity Home	Nil
	c) OPD	Nil
4	IEC & Material	Nil
5	Renovation works	Nil
6	Base Line Survey	Nil
7	Family Schedule, Training Manual, HMIS format & HHW Kit	Nil
8	Strengthening of existing Maternity Homes & Dispensaries (Not applicable for the present)	Nil
	<i>Recurring</i>	
9	Honorarium (Arrear , Bonus & 3 <sup>rd</sup> Quarter) ( Ref. note 1)	182280.00
10	Salaries (For 6 staffs of M&S Cell for October , November & December) Rs. 31500 X 3 Months	94500.00
11	Rent (For 2 Sub-centers @Rs. 1000/- each for 3 Months)	6000.00
12	Training	Nil
13	Drug	Nil
14	IEC (Rs. 2000/-X 3 Months)	6000.00
15	Operating Cost (Sundries, Printing, postage & telephone, TA / DA etc.) (Rs.15000/-X 3 Months )	45000.00 30920.00
<b>Total</b>		<b>333780.00</b>

**Ref. note 1**

**REQUIRED HONORARIUM :- ARREAR , BONUS & 3RD QUARTER**

<b>Particulars</b>	<b>From 01/10/08 to 31/12/08</b>	<b>Arrear from July'2007 to March'2008</b>	<b>Arrear from 01/04/08 to 30/09/08</b>	<b>Bonus</b>	<b>Total</b>
12 Nos. HHWs @ Rs. 250/- p.m from July'2007 to Mar'2008 i.e.for 9 months.(250*12*9)	.....	27,000.00	.....	.....	27,000.00
13 Nos. HHWs @ Rs. 750/- p.m from 01/04/2008 to 30/09/2008 i.e.for 6 months.(750*12*6)	.....	.....	54,000.00	.....	54,000.00
3 Nos. New HHWs @ Rs. 750/-p.m from June' 2008 to Sept' 2008 i.e.for 4 months.(750*4*3)	.....	.....	9,000.00	.....	9,000.00
Bonus for 12 Nos. HHWs @ Rs. 1,000/- each.	.....	.....		12,000.00	12,000.00
3 Nos. FTS @ Rs. 1920/- each for 3 months	17,280.00	.....	.....	.....	17,280.00
12 Nos. HHWs @ Rs. 1750/- each for 3 months	63,000.00	.....	.....	.....	63,000.00
<b>TOTAL</b>					<b>182,280.00</b>

*Bicwanathy*  
24/9/08  
Chairman,  
Chandrakona Municipality



# DALKHOLA MUNICIPALITY

P.O. - DALKHOLA, DIST. - UTTAR DINAJPUR

Ph. - (03525) 256259, 257650



Chhok include  
2 Put up  
8/3.10.08

Memo No. 741

Date- 20/9/08

From : The Chairman,  
Dalkhola Municipality.

To : The Director,  
SUDA,  
Health Wing,  
"Ilug Bhavan"  
H.C. Block, Sector - III,  
Bidhan Nagar,  
Kolkata - 700091.  
West Bengal.

PO(H)  
✓  
1/11



Sub: - Requisition of fund for Community Based Primary Health Care Services, Dalkhola Municipality.

Ref: - This office Memo No. 692, dated - 04.09.2008.

Madam,

I would request you kindly to allot further fund of Rs. 4,50,000.00 (Rupees Four Lakhs and Fifty thousand) only for above scheme at an early date.

The fund will be utilized for the following purpose.

Salary of the Staff	Rs. 3,39,500.00 , 300000
House Rent for Sub - Centres	Rs. 25,000.00
Purchase of Stationary articles	Rs. 30,500.00 - 02M . 30,000
Purchase of Office Furniture	Rs. 55,000.00 X
Total	Rs. 4,50,000.00

(Rupees Four Lakhs and Fifty Thousand) only.

Rs. 3.55 lakhs  
ms. cc. & claim.  
For fund. 02B may cc  
asked to submit - 25th  
order. 27.10.08

Yours sincerely,

Chairman  
Dalkhola Municipality



**Office of the**  
**DIAMOND HARBOUR MUNICIPALITY**  
**Diamond Harbour, South 24 Parganas.**

Ref. No. Health care / A. 875 / DHM

Date 05.09.08



To  
**The Director SUDA. (Health wing)**  
**Saltlake**  
**Kolkata - 700116.**

**Sub : Reacquisition for H.H.W.S.(Fund)**

Madam,

I beg to inform you that Diamond Harbour Municipality has already submitted U.C. of the fund allotted on account of H.H.W.S. As per G.O. Health workers and others post have already been filled up by the Municipality, but no fund is there remaining in hand of the Municipality to pay their honorarium, salary and medicine, medical instruments, two set of computers, one Fax machine(1).

1. <u>Medicine ( Three subcentre)</u> Rs. 99,000/- X 3 =	Rs. 2,97,000/-
2. <u>Salaries purpose per month @ Rs. 31,500/- X 6 =</u> (Period from June' 08 to Nov'08)	Rs. 1,89,000/- ✓
3. <u>Honorarium (No of 16 field health workers ) Rs.1,000/- per head PM</u> 1,000 X 16 = Rs. 16,000/- (Period from Aug' 08 to Oct'08) 16, 000 X 3 =	Rs. 48,000/- ✓
4. <u>Honorarium (No of four FTSS) Rs.1,170/- per head PM</u> Rs. 1,170/- X 4 = Rs.4,680/- (Period from Aug' 08 to Oct'08) Rs.4,680/- X 3 =	Rs. 14,040/- ✓
5. <u>Two Computers &amp; One Fax Machine</u>	Rs. 1,20,000/-
6. <u>Contingency</u> (Period from Sept' 08 to Nov'08) Rs. 10,000 X 3 =	Rs. 30,000/- ✓
Total-	Rs. 6,98,040/- only

Hence you are requested to allot fund at least Rs. 6,98,040/- for the afore said purpose and the U.C. will be submitted in proper time.

Tanking you,

Yours faithfully,

*Patel*  
 9.9.08  
 Chairman  
 Diamond Harbour Municipality

*Rs. 2-81 lakhs may be returned for the fund. The DHB may be asked to submit copy of work order for medicine and Equip-*

*27-10-10*

*Prepared by me*  
*Bany*  
 28.08.08





Office of the

# GUSKARA MUNICIPALITY

P.O. - Guskara, Dist. - Burdwan, Pin 713128, W.B.

ESTD : 1988

Memo No. : 997/GM.

Dated, Guskara, the 10. 2008.

To  
The Director,  
State Urban Development Agency (SUDA)  
Health Wings,  
ILGUS Bhavan, HC Block, Sector - III,  
Bidhannagar, Kolkata - 700106

Sub : Requirement for sanction of Rs. 7,15,600.00 for  
furniture for M & S Cell and Sub-Centre, H.H.W FTS  
Arrear, HHW, FTS, M.O, Bonus, Honorarium, Salary  
etc. under Community Based Primary Health Care  
Service of  
Guskara Municipality.

Madam,

As per directive conveyed by the SUDA the newly recruited  
HHW are engaged and completed the Family Schedule Book of  
the BPL Families and constructed of M & S Cell by this  
Municipality.

So, You are hereby requested to sanction of an amount for  
Rs. 7,15,600.00 ( Rupees Seven lakh fifteen thousand six  
hundred only) from our requisition slip are enclose herewith.

In this connection this is to inform you that out of Rs.  
3,30,000.00/- released by you vide no. SUDA/Health/63-  
ULBs/Accts./07/483 dt. 27/9/2007 a sum of Rs. 3,30,000.00 upto  
31/08/2008 have already been spent i.e. 100%.

Thanking You,  
Enclo :- SOE Annexure-1

Yours faithfully,

Gazai 03.10.08

Chairman

Guskara Municipality



Office of the Guskara Municipality  
P.O.: Guskara, Dist. : Burdwan

Submission of Requisition of Fund

Requisition of fund for 3 months is to be submitted by the Chairman to Director, SUDA as per format along with a forwarding letter.

Requisition of fund for the period from ( 01.07.2008 to 30.09.2008)

Sl. No.	Items	Requisitioned Amount in Rs.
<b>NON-RECURRING</b>		
1	Furniture for Sub-Centre	80000.00 ✓
2	Furniture for M & S Cell	80000.00 ✓
3	Construction equipment )	100000.00 ✓
	a) Sub- Centre	NIL
	B) OPD Cum Maternity Home	NIL
	c) OPD	NIL
4	I.E.C. & Materials	NIL
5	Renovation Works	NIL
6	Base line Survey	NIL
7	Family Schedule, Training Manual, HMIS format & HHW Kit Bag	NIL
8	Strengthening of existing Maternity Homes & Dispensaries (Not applicable for the present)	NIL
9	<b>RECURRING</b>	
10	Arear + Bonus (H.H.W + F.T.S )	123560.00
11	Honourium (H.H.W)	84000.00
12	Honourium F.T.S	23040.00
13	Salaries (M.O)	18000.00
14	Rent	12000.00
15	Training	NIL
16	Drug (96,000 X 4)	150000.00 ✓
17	I.E.C.	NIL
18	Operating Cost (Sundries, Printing, Postage & Telephone, T.A/D.A etc. (15,000 X 3 )	45000.00 30,000
<b>Total =</b>		<b>715600.00 290000</b>



Gatai 03.10.08

Chairman

Guskara Municipality

Rs. 2-91 lakhs in my  
be received for the  
present. The 1000  
my be added to submit  
copy of statement to  
Fund, my for return  
28-10-12



Chinoy 12-10-08

Fax. - 263 312  
263 264

# OFFICE OF THE COUNCILLORS

HALDIBARI MUNICIPALITY

P.O. - Haldibari • Dist. - Coochbehar

Pin. - 735122

J. G. 17-10-08

Ref. No. 1105/com-Health

Date 13.10.08

To  
The Director  
State Urban Development Agency  
Health Wing, ILGUS Bhawan

Po(H) 17/10



Sub. - Submission of SOE and UC & Requirement in respect fund of Community Based Pry. Health Care Services.

Madam,

In connection with the subject mentioned above I am submitting herewith the SOE and UC in the prescribed proforma along with vouchers for the month of September .08 for favour of your kind information and taking necessary action please.

Enclosed : As stated.

Yours Faithfully,

  
Chairman  
Haldibari Municipality  
3.10.08

Chairman  
Haldibari Municipality

10-08

# COMMUNITY BASED PRIMARY HEALTH CARE SERVICES

Haldibari Municipality, Dist. - Coochbehar

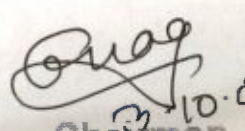
Requisition of fund for the period Jul to November - 2008

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
<b>NON-RECURRING</b>		
1)	Equipment (2 Computers & 1 Fax)	Nil
2)	Furniture (For 3 no. of Sub-Centres)	15,000/- X
3)	Construction (Not applicable for the present)	Nil
4)	I.E.C. & Materials	Nil
5)	Renovation Works	45,000/- X
6)	Base Line Survey	Nil
7)	Family Schedule, Training Mannual, HMIS format & HHW kit bag	Nil
8)	Strengthening of existing Maternity Homes & Dispensaries (Not applicable for the present)	Nil
<b>RECURING</b>		
9)	Honararium	2,13,369/-
10)	Salaries	1,72,500/-
11)	Rent (For 3no. of Sub-Centres)	Nil
12)	Training	Nil
13)	Drug (For 3 no. of Sub-Centres)	96,000/- X
14)	I.E.C.	Nil
15)	Operating Cost (Sundries, printing, postage & telephone, TA/DA, advertisement etc)	60,000/- 29131 36000/-
<b>TOTAL -</b>		6,01,869/- 4,15,000/-

Raju C.B K. S.  
3/10/08

Accounts & Finance Co-ordinator  
HALDIBARI MUNICIPALITY  
COOCH BEHAR

Rs. 4-15 Lakhs  
my LC received,  
27-10-08

  
3-10-08  
Chairman  
Haldibari Municipality  
Chairman  
Haldibari Municipality



# KATWA MUNICIPALITY

□ P.O : KATWA □ DIST : BURDWAN

□ Pin 713130

From :

SRI RABINDRANATH CHATTERJEE  
CHAIRMAN, KATWA MUNICIPALITY

Phone's : STD No. - 03453

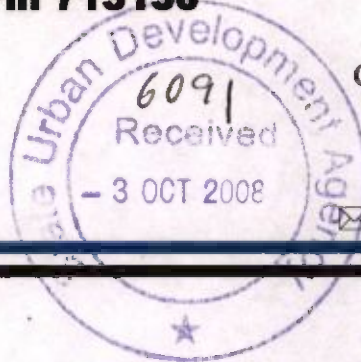
Chairman's Chamber Kat - 255160

(Resi.) - 255178

(Offi.) - 255005

Fax No. : 03453 - 258160

✉ katwa.municipality @ gmail.com



Memo No : 495/ A.F & C/ Acct.

Dated : 01<sup>st</sup> October 2008

TO  
THE DIRECTOR,  
SUDA-HEALTH WING  
ILGUS BHAVAN,  
HC BLOCK, SECTOR-III  
KOLKATA-700 091.

PD (H)  
3/10



SUB:- Requisition of fund as advance under HHW Scheme for Salary A/c  
Honorarium A/c and Drug A/c.

Sir,

I would like to inform your honour that the last phase of allotment Rs.5,37,000/- vide No:-SUDA-Health/63ULBS /Accts/08/61 dated 22.05.08 has been received by this Municipality. In which you have specifically mentioned the expenditure head. The said advance of HHW Scheme under the head of account of Salary ; Honorarium; Drug and Operating Cost has come down at Rs.17074/-;Rs. Nil; Rs.33693/-and Rs.1649 respectively after payment of monthly expenditure for the month of September '08. So, advance fund is utmost required for payment of next month Salary and Honorarium etc. The requisition of Fund is being enclosed herewith as ready reference.

Please arrange to place the fund as per norms at the disposal of this Municipality at the earliest convenience.

Enclose: As stated.

Yours truly,

*[Signature]*  
Chairman

Katwa Municipality



# KATWA MUNICIPALITY

## REQUISITION OF FUND FOR THE PERIOD OF APRIL'08 TO SEPTEMBER'08

SL. NO	ITEM OF EXPENDITURE	EXPENDITURE (AMOUNT Rs.)	SL.NO	ITEM OF EXPENDITURE	EXPENDITURE (AMOUNT Rs.)
	<b><u>NON RECURRING</u></b>			<b><u>RECURRING</u></b>	
1	Equipment	-	9	Honorarium	179,100.00
2	Furniture	-	10	Salaries	189,000.00
3	Construction (Not applicable for the present)		11	Rent	-
	a) Sub-Centre		12	Training	-
	b) OPD cum Maternity		13	Drug	192,000.00x
	c) OPD		14	LEC	-
4	LEC & Materials		15	Operating Cost (Sundries, printing, postage & Telephone, TA/DA etc.)	<del>50,000.00</del> 29,900.00
5	Renovatiion Works				
6	Base Line Survey				
7	Family Schedule Training manual, HMS format & HHW Kit				
8	Strengthening of existing Moternity Homes & Dispensaries (Not applicable for the present)				
<b>TOTAL</b>					<del>610,100.00</del>

Rs. 3.98 lakhs  
my ac return  
27.10.08

398 000/-

Chairman  
Katwa Municipality



# **KATWA MUNICIPALITY**

## ***UTILISATION CERTIFICATE***

(Form No. S.R. 330 A)

***For the quarter ended September'2008.***

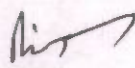
Sl. No.	Letter No. & Date	Amount (in Rs.)
1)	SUDA-Health / 63 ULBs / 06 / 68, dated- 19.09.2006	2,56,000/-
2)	SUDA-Health / 63 ULBs / 07/ 321, dated- 13.08.2007	5,83,000/-
3)	SUDA-Health /63 ULBs/Accts/07/707 dated-10.03.2008	2,68,000/-
4)	SUDA-Health/63 ULBs/Accts/08/61 dated-22.05.2008	5,37,000/-

Certified that out of Rs.16,44,000/- of Grants-in-aid sanctioned during the year 2006-07 and the year 2007-08 and the year 2008-09 in favour of Katwa Municipality under this Ministry / Department letter no. given in the margin and Rs.75,698/- on account of unspent balance previous year and a sum of Rs.15,92,584/- has been utilized for the purpose it was sanctioned and the balance of Rs.51,416/- remaining unutilized at the end of the September'2008 quarter has been carried forward to the A/C of next quarter of F.Y. 2008-2009.

Certified that I have satisfied myself that conditions on which the Grant-in-aid was sanctioned has been duly fulfilled / are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

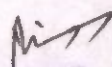
### **KINDS OF CHECK EXERCISED**

- 1.Books of Accounts.
- 2.Original Bill, Receipts & Vouchers.
- 3.Bank Statement
- 4.Physical Progress

  
**Chairman**  
**Chairman**  
**Katwa Municipality**

## KATWA MUNICIPALITY

NEW RECONCILIATION STATEMENT AS ON 30.09.08		
	AMOUNT IN Rs.	
BALANCE AS PER CASH BOOK (MUNICIPALITY)		60,505.58
ADD : BANK CHARGES	-	
CHEQUE ISSUED BUT NOT PRESENTED TO THE BANK TILL THE DATE		
DISALLOWED PAYMENTS	-	
		60,505.58
LESS: BANK INTEREST CREDITED :		
Previous balance upto 30.06.2007	0.58	
31.12.2007	5,064.00	
30.06.2008	3,025.00	
TDS (IF ANY)	0.00	
FROM MUNICIPAL FUND TO OPEN BANK A/C OF HHW	1000.00	9,089.58
ACTUAL BALANCE AS PER HHW SCHEME		51,416.00

  
 Chairman  
 Katwa Municipality



Memo no. MM/ HHW/UC/46/08 Dd. 13.10.08

**Mathabhanga Municipality****Community Based Primary Health Care Services****Submission of Requisition of Fund**

Requisition of fund for 3 months & Arrear is to be submitted by the Chairperson/vice Chairperson to Director SUDA as per format along with a forwarding letter.

Requisition of fund for the period of 1.09.2008 to 04.10.2008

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	<b>Recurring</b>	
1	Equipment(Sub-Centre) & Computer for C.B.P.H.C.S.	
2	Furniture(Sub-Centre)	
3	Construction:(Not applicable for the present)	
4	a)Sub-Centre	
5	b)OPD cum Maternity Home	
6	C)OPD	
7	I.E.C & Materials	
8	Renovation Works	
9	Base Line Survey	
10	Family Schedule, Training manual, HMIS format & HHW kit bag	
11	Strengthening of existing Maternity Homes & Dispensaries(Not applicable for the present)	
12	<b>Recurring</b>	
13	Honorarium(Rs.1,750.00 x 12 x 3month)	63,000=00
14	Arrear Honorarium	71,250=00
15	Arrear Honorarium (Rs.500.00 X 12 X 7 months)	42,000=00
16	Arrear Honorarium (Rs.250 X12X 15 months)	45,000=00
17	Salaries	60,000=00
18	Arrear Salaries	1,24,000=00
19	Rent	9,000=00
20	Rent Arrear (May'08 to Oct'08)	18,000=00
21	Training	
22	Drug Rs.96,000 x 3 Sub. Center = Rs.2,88,000 -Rs.1,00,000 (Receipt) =Rs.1,88,000 (Balance)	1,88,000=00
23	I.E.C.	6,000=00
24	Arrear I.E.C.	-950=00
25	Operating Cost (Sundries, printing, postage & telephone, TA/DA etc.)	75,000=00
26	Arrear Operating Cost (Sundries, printing, postage & telephone, TA/DA etc.)	23,495=00
		20750=00
	<b>TOTAL</b>	<b>7,25,695=00</b>

Rs. 4.59 lakhs  
may be released  
27-10-08

Chairman  
Mathabhanga Municipality

459000/-



# OFFICE OF THE MUNICIPAL COUNCILLORS OF RAMJIBONPORE

P O —RAMJIBONPORE :: DIST.—PASCHIM MEDINIPORE

No. 526 R/M

From,

The Chairman / Vice-Chairman, Ramjibonpore Municipality.

To

The Director, SUDA,

(Health wing), ILGUS BHABAN, salt Lake City, Kolkata.

Dated Ramjibonpore, the 11. 09. 2008

Sir,

I beg to state that the Community Based Primary Health Care Services have been running. Three nos. Sub-centre have been opened for the above scheme and 3 Nos. F.T.S. have been engaged on and from-1,8.08.

## DESCRIPTION OF SUB CENTRE :

- (1) Sub-Centre No. 1 at ward No. 2 - For ward no. 1,2 & 3 opened on 1.11.07.
- (2) -do- No. 2 at ward No. 6 - For ward no. 4,5,6,7 & 10 opened on 1.11.07
- (3) -do- No. 3 at ward No. 8 - For ward no. 8,9 & 11 opened on 1.12.07.

## FUND REQUIRE

- |   |   |                      |
|---|---|----------------------|
| (1) Monararium of H.H.W.s @ Rs.1750x11 nos.x 3 months | = | 57,750.00            |
| (2) Monararium of FTS @ Rs. 1920x3 nos.x 2 months     | = | 11,520.00            |
| (3) Operating cost.                                   | = | <del>45,000.00</del> |
| (4) House rent of sub-centre @ Rs.1000x3nos.x3months  | = | 9,000.00             |
| (5) Drug for sub-centre @ Rs. 96,000 x 2 Nos.         | = | 1,92,000.00          |
| (6) I.F.C.  | = | 10,000.00            |

Total : Rs. 3,25,270.00

You are therefore request to sanctioned above fund at an early date.

*Rs. 1.19 lakhs  
may be released,  
27-10-08*

Yours faithfully,

*11.04.08*  
Chairman,  
Ramjibonpur Municipality



**Partha Sarathi Chatterjee**  
B. COM. LLB, ADVOCATE  
CHAIRMAN, RANAGHAT MUNICIPALITY



Office of the Councillors of Ranaghat  
Municipality (Estd. - 1864)  
P.O. : Ranaghat, Dist : Nadia,  
Pin-741201 (WB)

☎ (03473) 210030 (Off), 210-047 / 221 (Resi)

Ref. 516/001

Date 23-6-08

To  
The Medisphere Biotech India Pvt. Ltd.  
85 E. Raja Dinendra Street  
Kolkata - 6

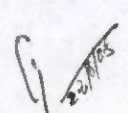
Sub: Supply of Furniture and Equipments for Ranaghat Municipality for CBPHCS as  
per SUDA G.O no.SUDA/ Health/63 ULB's/07/177 dt. 25.06.07

Dear Sir,

In reference to the subject quoted above, you are being found the lowest  
quotationer, and requested to supply furniture and equipments as per specification  
to this office as an early date.

Encl: Specification of  
Furniture & Equipments

Yours faithfully

  
Chairman  
Ranaghat Municipality



*Received original  
order copy  
23/06/08*

**Partha Sarathi Chatterjee**

B. COM. LLB, ADVOCATE  
CHAIRMAN, RANAGHAT MUNICIPALITY



Office of the Councillors of Ranaghat  
Municipality (Estd. - 1864)

P.O. : Ranaghat, Dist : Nadia,  
Pin-741201 (WB)

☎ : (03473) 210030 (Off), 210-047 / 221 (Resi)

Ref. 513/114

Date 23.6.08

To  
The Eastern Enterprise  
2/1, Block - A,  
Bangur Avenue.  
Kol-55

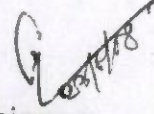
Sub: Supply of Medicine for Ranaghat Municipality for CBPHCS as per SUDA G.O  
no.SUDA/ Health/63 ULB's/07/177 dt. 25.06.07

Dear Sir,

In reference to the subject quoted above, you are being found the lowest quotationer, and requested to supply medicine as per approved list to this office as na early date.

Encl: Approved list of medicines

Yours faithfully

  
Chairman  
Ranaghat Municipality

*Recd original  
order copy  
23/06/08*





Fax & ①  
Office : (953217) 234 481 / 233 324  
Resl. : (953217) 233 285  
Guest House : (953217) 233 328  
Night Shelter : (953217) 234 007

*Chhron to chule 2 pr*

# OFFICE OF THE MUNICIPAL COUNCILLORS OF TAKI

P.O. : TAKI \* DIST. : NORTH 24 PARGANAS

No. 748/T.M.

Dated, Taki ..... 30 - 9 - ..... 2008

From : *Dilip K. Banerjee*

Chairman  
Taki Municipality

To:

The Director, SUDA  
H.C. BLOCK, SECTOR-III  
ILGUS BHAVAN,  
Bidhannagar,  
Kolkata- 700091



*Pr (H)  
11/10/08*

Sub: - Requisition of Fund

Sir,

As per your guidelines we have already expended more than 70% of your allotted fund for the period May-08 to July-08. details of which necessary SOE and related papers have been submitted. Hence I do hereby submitted necessary requisition for the period August-08 to October-08 for your ready reference.

The existing balance of fund is almost nil, which you could find from the last submitted SOE. So you are requested to do needful as early as possible.

Thanking you,

(D.K. Banerjee)

Chairman

TAKI MUNICIPALITY

# REQUISITION OF FUND FOR THE PERIOD OF August-'08 TO October-'08

[For four (4) Sub-Centres]

TAKI MUNICIPALITY

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)	Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
<b>NON-RECURRING</b>			<b>RECURRING</b>		
				B/F=	21223.00
1	Equipment (for M&S Cell- Computer)		9*	Honorarium	248512.00
2	Furniture		10**	Salaries	157200.00
3	Construction Not applicable for the present		11	Rent	
	a) Sub-Centre		12	Training	
	b) OPD cum Maternity Home		13	Drug	96000.00
	c) OPD		14	I.E.C.	15000.00
4	I.E.C. & materials		15	Operating Cost (Sundries, printing, postage & telephone TA/DA etc.)	45000.00
5	***Renovation Works (Sub-Center)	21223.00			
6	Base Line Survey				
7	Family Schedule, Training Mannual HMIS format & HHW kit.				
8	Strengthening of existing Maternity Home & Dispensaries. (Not applicable for the present)				
<b>TOTAL=</b>		<b>21223.00</b>	<b>TOTAL=</b>		<b>682935.00</b>

*Rupees Five lakhs Eighty Two thousand Nine hundred Thirty Five Only.*

\*After the selection of FTS, 4nos. Supervisor joined on 19th May-08 consequently 4nos. HHWs have joined regularly on the same day. Arear of the HHWs calculated for the last 6 months @750.00 per month for 16 nos. HHW and 4 nos. Supervisor for 4 months 12 days in which they joined and it has been also calculated @750.00 per month.  
As the HHWs have joined on 28.06.2007 so, arear @Rs.250.00/per month for 16 nos. HHW for the last 9 months.  
Rs.1750.00 for HHW & Rs. 1920.00 for Supervisor  
Vide G.O. No.-395/MA/P/C-10/1G-5/2007 Pt.  
Dated :- 8-th April,2008

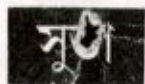
\*\*As Health Officer joined on 1st July,2008, Salary has been disbursed from our existing fund where there were no allotment of fund on that specific head (Salary). So, Salary has been calculated for the next 3 months for 4 nos. Health Staffs and for Health Officer it has been calculated for 6 (3 months+ next 3months) months.  
Rs.16200.00 per month  
Vide G.O. No.- 45/MA/C-10/3S-55/2005 Pt.  
Dated :- 22-nd April,2008

\*\*\* We have submitted ref. letter No.453/T.M. dt.- 24.07.2008 which was received by your office dated:- 25-07-08 for the immediate sanctioning of grant for the smooth progress of Health functionig of this ULB.

*[Signature]*  
Signature of Chairman  
Taki Municipality

*5.47 lakhs.  
Rs. 5.47 lakhs.  
ms uc reland*



**SUDA****রাজ্য নগর উন্নয়ন সংস্থা****STATE URBAN DEVELOPMENT AGENCY**

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা ৭০০ ১০৬, পশ্চিমবঙ্গ  
 “ILGUS BHAVAN”, H-C Block, Sector-III, Bidhannagar, Kolkata 700 106, West Bengal

SUDA-67/2006/৭২৭

22.09.2008

ক্রমিক নং.....

তারিখ.....

From : Director, SUDA

To : The Manager,  
 State Bank of India,  
 Salt Lake City, Kolkata - 700 091.

Sub : Preparation of Account Payee Demand Draft  
 Current Account No.10836424685.

**Community Based Primary Health Care Services**

Sir,

You are requested to kindly arrange for preparation of the following Account Payee Demand Drafts as per details given below, debiting the amount from this office Current Account No.10836424685 lying with your branch in respect of Community Based Primary Health Care Services.

Sl. No.	Name of Payee	Amount (in Rs.)	SBI Branch
1.	Chairman, Baduria Municipality	2,43,000.00	Baduria
2.	Chairman, Contai Municipality	4,49,000.00	Contai
3.	Chairman, Dubrajpur Municipality	1,06,000.00	Dubrajpur
4.	Chairman, Mamari Municipality	2,04,000.00	Memari
5.	Chairman, Kurscong Municipality	1,96,000.00	Kurscong
6.	Chairman, Nabadwip Municipality	3,09,000.00	Nabadwip
7.	Chairman, Sonamukhi Municipality	2,52,000.00	Sonamukhi
8.	Chairman, Tarakeswar Municipality	1,33,000.00	Tarakeswar
9.	Chairman, Tufangunj Municipality	1,50,000.00	Cooch Behar
10.	Chairman, Ranaghat Municipality	1,00,000.00	Ranaghat
11.	Chairman, Nalhati Municipality	1,05,000.00	Nalhati
12.	Chairman, Dalkhola Municipality	1,00,000.00	Dalkhola
<b>Total</b>		<b>23,47,000.00</b>	
<b>(Rupees Twenty Three Lakh Forty Seven Thousand only)</b>			

(Debasis Mitra)  
 Joint Secretary  
 M.A.Department, GOWB

(C.Sircar)  
 Director  
 SUDA

দূরভাষ : ২৩৫৮ ৬৪০৩/৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : dirsudawb@yahoo.com

# DALKHOLA MUNICIPALITY

P.O. - DALKHOLA, DIST. - UTTAR DINAJPUR

Ph. - (03525) 256259,257650



Memo No.- 741

Date- 20/9/08

From : The Chairman,  
Dalkhola Municipality.

To : The Director,  
SUDA,  
Health Wing,  
"Ilugus Bhavan"  
H.C. Block, Sector - III,  
Bidhan Nagar,  
Kolkata - 700091.  
West Bengal.

Sub: - Requisition of fund for Community Based Primary Health Care Services, Dalkhola Municipality.

Ref: - This office Memo No. 692, dated - 04.09.2008.

Madam,

I would request you kindly to allot further fund of Rs. 4,50,000.00 (Rupees Four Lakhs and Fifty thousand) only for above scheme at an early date.

The fund will be utilized for the following purpose.

Salary of the Staff	Rs. 3,39,500.00
House Rent for Sub - Centres	Rs. 25,000.00
Purchase of Stationary articles	Rs. 30,500.00
Purchase of Office Furniture	Rs. 55,000.00

Total Rs. 4,50,000.00

(Rupees Four Lakhs and Fifty Thousand) only.

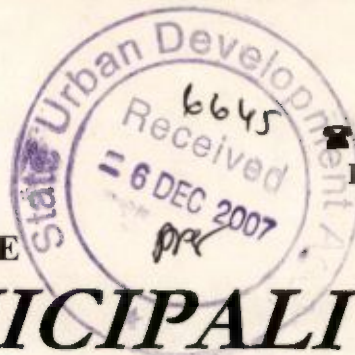
Rs. 1-00 lakhs,  
may be released  
for item 1 salary  
21-9-08

Yours sincerely,

Chairman  
Dalkhola Municipality  
20/9/08



Chromo  
to check  
Q



☎03465/255-300/268  
Fax:-03465/255-300

OFFICE OF THE  
**NALHATI MUNICIPALITY**  
NALHATI • BIRBHUM

Memo No:-978/Nal/Muni

Dated:-04/12/2007

To

The Director of 'SUDA'  
Govt. of West Bengal,  
"Health Wing" "ILGUS BHAVAN"  
H.C. Block, Sector-III,  
Bidhannagar; Kolkata-91

PO(H)  
L  
2/11



Sub:- Requisition of fund amounting to Rs.3,05,000.00 for the period from Oct.2007 to March,2008 for  
Nalhati Municipality.

Sir,

With due respect I beg to draw your kind attention that Rs. 3,05,000.00 is Urgently required towards the item of different expenditure as noted in separate sheet and enclosed against the implementation of Community Based Primary Health Care Services within Nalhati Municipality.

In view of the above you are requested to sanction the required fund at your earliest convenience.

Enclosed :- one sheet only.



Your faithfully

(B.Ojha)

Chairman

Nalhati Municipality

**Nalhati Municipality**

Letter no. 615 dt. 03.1.08. ism.  
for submission of SOEs since sep. 07

FW and  
SOE

401042

218597 (54-1.)

1,27,032

345629

letter to be ism.  
(86.1.)



**Office of the**  
**Nalhati Municipality**

P.O:- Nalhati(TS) Dist. - Birbhum

**COMMUNITY BASED PRIMARY HEALTH CARE SERVICES**

Requisition of fund for the period from Oct. 2007 to Mar. 2008

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs. )	Expenditure (Amount in Rs.)
	<b><u>Non-Recurring</u></b>		
1.	Equipment 4 Sub-centre @ Rs. 25000/- each		0=00
2.	Furniture 4 Sub - centre @ Rs. 20000/- each		0=00
3.	Construction : ( Not applicable for the present )		0=00
	a) Sub-Centre		
	b) OPD cum Maternity Home		
	c) OPD		
4.	I.E.C & Materials		
5.	Renovation Works		
6.	Base Line Survey		
7.	Family Schedule, Training manual, HMAS format & HHW Kit bag.		0=00
	<b><u>Recurring</u></b>		
9.	<b><u>Honorarium</u></b> @ Rs. 1000/- P.M each for 16 Health worker for half year	96000=00	96000=00
10.	<b><u>Salaries</u></b> @ Rs. 6000/- P.M for One Medical Officer for half year @ Rs. 5500/- P.M for One Sanitary Inspector for half year @ Rs. 5000/- P.M for One Computer Assistant for half year @ Rs. 5000/- P.M for One Account Assistant for half year @ Rs. 5000/- P.M for One Multipurpose Helper cum Store Keeper- Clerk for half Year @ Rs. 5000/- P.M for One Health Assistant for half year	36000=00 33000=00 30000=00 30000=00 30000=00 30000=00	
		189000=00	189000=00
11.	Rent 4 Sub-centre @ Rs.1000/- P.M. each for one year		0=00
12.	Training		0=00
13.	Drugs 4 Sub-centre @ Rs. 96000/- each		0=00
14.	I.E.C.		
	<b><u>Operating Cost</u></b> (Sundries, Printing, Postage & Telephone, TA/DA etc.)		20000=00
	<b>Total ( Rupees Three Lacs Five Thousand Only )</b>		<b>305000=00</b>

*Rs. 1.05 Lacs  
my & c. return  
[Signature]*

Signature of Chairman/ Vice-Chairman

*1.05 Lacs.*



**Office of the**  
**Nalhati Municipality**

P.O:- Nalhati(TS) Dist. - Birbhum

**COMMUNITY BASED PRIMARY HEALTH CARE SERVICES**

Requisition of fund for the period from Oct. 2007 to Mar. 2008

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs. )	Expenditure (Amount in Rs.)
	<b><u>Non-Recurring</u></b>		
1.	Equipment 4 Sub-centre @ Rs. 25000/- each		0=00
2.	Furniture 4 Sub - centre @ Rs. 20000/- each		0=00
3.	Construction : ( Not applicable for the present )		0=00
	a) Sub-Centre		
	b) OPD cum Maternity Home		
	c) OPD		
4.	I.E.C & Materials		
5.	Renovation Works		
6.	Base Line Survey		
7.	Family Schedule, Training manual, HMAS format & HHW Kit bag.		0=00
	<b><u>Recurring</u></b>		
9.	<b><u>Honorarium</u></b> @ Rs. 1000/- P.M each for 16 Health worker for half year	96000=00	96000=00
10.	<b><u>Salaries</u></b> @ Rs. 6000/- P.M for One Medical Officer for half year @ Rs. 5500/- P.M for One Sanitary Inspector for half year @ Rs. 5000/- P.M for One Computer Assistant for half year @ Rs. 5000/- P.M for One Account Assistant for half year @ Rs. 5000/- P.M for One Multipurpose Helper cum Store Keeper- Clerk for half Year @ Rs. 5000/- P.M for One Health Assistant for half year	36000=00 33000=00 30000=00 30000=00 30000=00 30000=00	
		189000=00	189000=00
11.	Rent 4 Sub-centre @ Rs.1000/- P.M. each for one year		0=00
12.	Training		0=00
13.	Drugs 4 Sub-centre @ Rs. 96000/- each		0=00
14.	I.E.C.		
	<b><u>Operating Cost</u></b> (Sundries, Printing, Postage & Telephone, TA/DA etc.)		20000=00
	<b>Total ( Rupees Three Lacs Five Thousand Only )</b>		<b>305000=00</b>

Signature of Chairman/ Vice- Chairman

4.12.07



Memorandum 959/RM dt. 21.08.08

Requisition of fund

# Ranaghat Municipality

## Requisition of Fund for the Period of Aug 08 to March 09 (08-09)

S.No	Item of Expenditure	Expenditure (S.No Amount in Rs.)	Item of Expenditure	Expenditure (Rs.)
	Non-Recurring		Recurring	
1	Equipment	1,95,000	9 Honorarium	1,89,440
2	Furniture	1,05,000	10 Salaries	11,580 X 8
3	Construction:		11 Training	16,000
	(Not applicable for the present)		12 Rent	—
a)	Sub-Centre		13 Drug	90,000 X 4
b)	OPD cum Maternity Home		14 I.E.C	3,60,000
c)	OPD		15 Operating Cost (sundries, printing, postage & telephone, TA/DA etc.)	57,500
4	I.E.C & Materials			
5	Renovation Works			
6	Base Line Survey			
7	Family Schedule, Training manual, HMS format & HHW kit			
8	Strengthening of existing Maternity Homes & Dispensaries			
	(Not applicable for the present)			
	TOTAL	3,00,000	TOTAL	7,14,940
			Gross Total	10,14,940

\* FTS = 1170 X 4 X 8  
= 37,440  
HHW = 1000 X 19 X 8  
= 1,52,000  
1,89,440

70360  
20000  
90360  
Rs. 1-10 balance  
mm

20/8/08  
(Accountant)  
Ranaghat Municipality



(Chairman)  
Ranaghat Municipality

Fund Available 531,646  
SOE submit 309,774  
1,84,808  
1931.1  
494587



**TUFANGANJ MUNICIPALITY**  
**P.O: TUFANGANJ :: DT- COOCHBEHAR**

Memo. No: TM/HW/003/16/1038/2008-09

Date: 12/9/08

**From- Chairman**  
**Tufanganj Municipality**  
**Tufanganj**  
**Coochbehar**

**To :** The Director  
State Urban Development Agency [SUDA]  
[HEALTH WING], ILLGUS BHAVAN  
H-C BLOCK, SECTOR-III,  
BIDHANNAGAR, KOLKATA-700106, WEST BENGAL



**SUBJECT:** Requisition of Fund for July to Sept 2008 and  
Reimbursement for earlier period up to June '08

Sir,

This is to inform to your kind notice that we have sent our UC up to date till August 2008 along with necessary documents. The requisition of fund for the above stated period is being enclosed for your kind reference as per prescribed format and our monthly demand statement. The staff of M & S Cell and HHWs under the project were engaged as per the below stated table for which partly reimbursement is outstanding as per our record and the same was paid out of ULB's Own Fund.

Designated Staff under CBPHCS	Date of Engagement	Memo Reference & Date
Staff of M & S Cell	17.3.2008	Report of Joining informed vide our Memo No- 487 dt- 17.4.2008
Health Officer	12.8.2008	Report of Joining informed vide our Memo No-902 dt- 13.8.2008
HHWs	17.9.2008	Report of Joining informed vide our Memo No- 866/A dt-17.9.2007

Your are, therefore, cordially requested to do the needful in this connection and kindly release of fund as per requirement.

This is for favour your kind information and doing the needful.

Thanking You.

Yours Faithfully

Chairman  
Tufanganj Municipality  
Chairman,  
Tufanganj Municipality

Encl:

- **Requisition of Fund as per format** for the Quarter July to Sept '08 & earlier reimbursement
- **Statement of Demand Abstract** (2 months separately)

Contact: Ph - (03582)- 244256 Fax- (03582)- 244659  
Email- [municipality\\_tufanganj@yahoo.co.in](mailto:municipality_tufanganj@yahoo.co.in)



# TUFANGANJ MUNICIPALITY

Requisition of Fund for the Period April to June, 2008

Including March 2008 (Break period)

SL No	ITEM OF EXPENDITUE	Requisitioned Amount in Rs.
	Non- Recurring	
1	Equipment	30,000
2	Furniture	
3	Construction : (Not Applicable for Present) a) Sub-Centre b) OPD cum Maternity Home c) OPD	
4	IEC & Materials	
5	Renovation Works	
6	Base Line Survey	
7	Family Schedule, Training Mannual, HMIS & Dispensaries (Not Applicable for the present)	
	TOTAL	30,000
	Recurring	
9	Honorarium	77,604
10	Salaries	8,837
11	Rent	
12	Training	
13	Drug	
14	IEC	
15	Operating Cost (Sundries, Printing, Postage & Telephone, TA/DA etc.)	20,000
	TOTAL	106,441
		136,441

Signature of Chairman / Vice-Chairman  
Tufanganj Municipality

Chairman,  
Tufanganj Municipality

80E-987.  
Rs. 150 each  
my 100 relin

25500  
15000  
40500  
x 2  
81000

12x1750x2  
= 42000  
30000  
72000  
14144

12x500x5  
= 30000  
includes arren  
for hono. edumun

2 150 each



# TUFANGANJ MUNICIPALITY

Requisition of Fund for the Period July to September 2008

SL No	ITEM OF EXPENDITUE	Requisitioned Amount in Rs.
<b>Non- Recurring</b>		
1	Equipment	
2	Furniture	
3	Construction : (Not Applicable for Present) a) Sub-Centre b) OPD cum Maternity Home c) OPD	
4	IEC & Materials	
5	Renovation Works	
6	Base Line Survey	
7	Family Schedule, Training Mannual, HMIS & Dispensaries (Not Applicable for the present)	
	<b>TOTAL</b>	-
<b>Recurring</b>		
9	Honorarium	36,000
10	Salaries	103,152
11	Rent	
12	Training	
13	Drug	
14	IEC	
15	Operating Cost (Sundries, Printing, Postage & Telephone, TA/DA etc.)	45,000
	<b>TOTAL</b>	184,152
		184,152

Signature of Chairman / Vice Chairman  
Tufanganj Municipality

Chairman,  
Tufanganj Municipality



# TUFANGANJ MUNICIPALITY

## STATEMENT OF DEMAND FROM SUDA FOR CBPHCS

Period of Demand:

April to June 2008 (Including Break period upto March'07)

Details of Demand	Per month	Demand	Received	Net Demand	Remarks
<b>RECURRING HEAD</b>					
<b>Honorarium</b>					
Break period Sept '07 and Oct'07	17,604				
Nov to Dec'07	24,000				
Jan to Mar 2008	36,000				
April to June 2008	36,000	113,604.00	36000	77,604.00	
July to Sept 2008	36,000				
Oct to Dec 2008	36,000				
Jan to Mar 2009	36,000				
<b>Salary for M S Cell</b>					
Break Period of Mar 2008 (17th Mar'08 Joining	12,337				
April to June	76,500	88,837.00	80000	8,837.00	
July to Sept	76,500				
Oct to Dec	76,500				
Jan to Mar '09	76,500				
<b>Health Officer</b>					
<b>Operating Cost</b>					
April to June'08	45,000	45,000	25000	20,000.00	
(3x Rs. 15000)					
<b>Sub-Total</b>		247,441.00	141,000.00	106,441.00	
<b>NON-RECURRING HEAD</b>					
Equipment for M & S Cell (Computer)		120,000.00	90,000.00	30,000.00	
Balance of Demand					
<b>Grand Total</b>				136,441.00	

*[Signature]*

Signature of AFC  
Tufanganj Municipality

A.F.C.

Tufanganj Municipality

Signature of Chairman / Vice-Chairman

Tufanganj Municipality

Chairman

*[Signature]*  
Tufanganj Municipality



# TUFANGANJ MUNICIPALITY

## STATEMENT OF DEMAND FROM SUDA FOR CBPHCS

Period of Demand:

July to September 2008

Details of Demand	Per month	Demand	Received	Net Demand	Remarks
<b>RECURRING HEAD</b>					
<b>Honorarium</b>					
Break period Sept '07 and Oct'07	17,604				
Nov to Dec'07	24,000				
Jan to Mar 2008	36,000				
April to June 2008	36,000				
July to Sept 2008	36,000	36,000.00		36,000.00	
Oct to Dec 2008	36,000				
Jan to Mar 2009	36,000				
<b>Salary for M S Cell</b>					
Break Period of Mar 2008 (17th Mar'08 Joining	12,337				
April to June	76,500				
July to Sept	76,500	76,500.00		76,500.00	
Oct to Dec	76,500				
Jan to Mar '09	76,500				
<b>Health Officer</b>					
Aug Break period 2008 (12th Aug'08 Joining)	10,452				
Sept	16,200	26,652.00		26,652.00	
Oct to Dec	48,600				
Jan to Mar 2009	48,600				
<b>Operating Cost</b>					
July to Sept'08	45,000	45,000		45,000.00	
(3 x Rs. 15000)					
<b>Sub-Total</b>		184,152.00	-	184,152.00	
<b>NON-RECURRING HEAD</b>					
Equipment for M & S Cell (Computer)					
Balance of Demand					
<b>Grand Total</b>				184,152.00	

Signature of AFC  
Tufanganj Municipality

A.F.C.  
Tufanganj Municipality

Signature of Chairman / Vice-Chairman  
Tufanganj Municipality

Chairman,  
Tufanganj Municipality

STD 03217 : 238-460/237-636(O)  
243-086(R)

**Office of the Municipal Councillors of Baduria**  
NORTH 24 PARGANAS.

**Shri Kashinath Chakraborty**

CHAIRMAN  
BADURIA MUNICIPALITY  
24 PARGANAS (N)

Residence:

VILL & P.O.: KHORGACHI  
DIST: - 24 PARGANAS (N)  
PIN: - 743401

Ref No.....225.....

Dated, Baduria the....25/7..2008

To,  
The Director,  
SUDA,  
Ilus Bhavan,  
HC-Block, Sector-III, Bidhannagar,  
Kolkata - 700106

Sub :- Requisition of Fund .

Madam,

With due respect it is to inform you that as per UC of the quarter ended June,08 closing balance of fund for HHW Scheme is Rs. **329,603.00**. In the month of **July** we have already paid vouchers amounting Rs. **2,09,087.00** ( vide cheque no. 992139 dt. 01/07/08 amounting Rs. 49,900.00, cheque no. 992140 dt. 11/07/08 amounting Rs. 83,764.00, cheque no. 621776 dt. 17/07/08 amounting Rs. 75,423.00 ). Present closing balance of the fund is **120,516.00** ( i.e. **12.85 %** of the given amount Rs. 938,000/- ). I do hereby submit the requisition of fund for the month August,08 to October,08 in the prescribed format. I would therefore request you to release necessary fund to meet up the programme smoothly in due course.

This is for your information and necessary action.

Yours faithfully,

*Kashinath Chakraborty*

Chairman  
Baduria Municipality  
North 24 Parganas.

3  
08-095.BF→434081 (83.9/-)  
SOE  
104478  
50720  
209087  
364285



Requisition of fund for the period August '08 to Oct '08

Sl no.	Item of Expenditure	Expenditure ( Amt. in Rs. )	Expenditure ( Amt. in Rs. )
	<b>Non-Recurring</b>		20,000.00
1	Equipment		80,000.00
2	Furniture		
3	Construction		
	a) Sub-Centre		
	b) OPD cum Maternity Home		
	c) OPD		
4	I.E.C. & Materials		
5	Renovation Works		
6	Base Line Survey		
7	Family Schedule, Training manual, HMIS format & HHW kit		
8	Strengthening of existing Maternity Homes & Dispensaries		
	<b>Recurring</b>		
9	Honorarium: a) 17 no of HHW @ Rs 1750/- for 3 months	89,250.00	
	b) 4 no of supervisor @ 1920/- 3 months	23,040.00	112,290.00
10	Salaries : ( Rs. 31,500/- for 3 months )		94,500.00
11	Rent : ( 2 no of sub centers @ Rs. 1000/- for 3 months )		6,000.00
12	Training		
13	Drug		209,000.00
14	I.E.C. ( 4 no of sub centers @ Rs. 3000/- )		6,000.00
15	Operating Cost ( sundries, Printing, Postage & telephone, TA/DA etc. )		60,000.00
	<b>Total</b>		<b>587,790.00</b>

Rs. 2.43 lakhs.  
may be released  
16.9.08.

242790  
Rashu' mali - Chairman  
Chairman  
Maduria Municipality  
North 24 Parganas

Fund for Drug will be released on submission of work order by UHS to SUDA.



Office of the Councillors  
**Contai Municipality**

S.T.R.-03220  
255017/255027/  
257377/255312/  
257078  
Fax : 255577

P.O.- Contai :: Dist.-Purba Medinipur

No. C.M. 519/901 252

Date 05.09.08

From: *Chairman / Vice-Chairman / Councillor / Executive Officer*

To  
The Director,  
State Urban Development Agency,  
ILGUS BHAVAN,  
HC-Block, Sector-III,  
Bidhannagar, Kolkata-700091.



Sub: - Submission the Requisition of Fund for the period October '08 to December '08.

Madam,

I am submitting herewith the Requisition of Fund under CBPHCS for the period October'08 to December'08 amount of Rs 6,23,800.00 (Rupees Six lakh twenty-three thousand eight hundred) only.

Therefore, I would request you to release further grant for the expedite for execute the said programme.

Thanking you.



Yours faithfully,

*(Signature)*  
Chairman,  
Contai Municipality, 05-09-2008

Encl: - As Stated.

*Fund available*

*SOE*

*679702 (BF) 345702*  
*Fund x 100 3,34,000/-*

*375041*

*129308*

*504349 (74%)*



**OFFICE OF THE COUNCILLORS', CONTAI MUNICIPALITY,**

Contai :: Purba Medinipur.

**Requisition of fund for the period Oct.'08 to Dec.' 08.**

Sl.No	Item of expenditure	Expenditure (Amount in Rs.)
1	<b>Equipment:</b>	
	a) for Training	
	b) Management & Supervision Cell (Sub-Centre) 5 Nos.	
2	<b>Furniture: (Sub Centre)</b>	
	a) for Training (due)	
	b) for Management & Supervision Cell (due)	
3	<b>construction:(Not applicable for the present)</b>	
	a)Sub-Centre	
	b)OPD cum Maternity Home	
	c)OPD	
4	<b>LEC &amp; Materials</b>	
5	<b>Renovation Works</b>	Rs. 30,000.00
6	<b>Base Line Survey</b>	
7	<b>Family Schedule, Training Manual,HMS format&amp; HHW Kit.</b>	
8	<b>Strengthening of existing Maternity Homes &amp; Dispensaries (Not applicable for the present.</b>	
9	<b>Honorarium:</b>	
	a ) Rs. 250/-X6 m(Oct.07-Mar.08)X25 HHWs (Arrear)	Rs. 37,500.00
	b)Rs. 750/-X4 m(April,'08 -July,'08)X 25 HHWs(Arrear)	Rs. 75,000.00
	c) Rs. 750/-X 2 m (Aug.08- Sep,'08) X26HHWs(Arrear)	Rs. 39,000.00
	d)Rs.750/- X 2 m (Aug,'08-Sep,'08) X5 FTS(Arrear)	Rs. 7,500.00
	e) Rs. 1750/- X 3m (Oct,'08 -Dec,'08) X26 HHWs	Rs. 1,36,500.00
	f) Rs. 1920/- X 3m (Oct,'08 - Dec,'08) X 5 FTS	Rs. 28,800.00
10	<b>Salaries</b>	Rs. 79,500.00
11	<b>Rent(Sub-centre): Rs.1000/-X5 SC X3m</b>	Rs. 15,000.00
12	<b>Training</b>	
13	<b>Drug: Rs. 8,000/-X 5 SC X3m</b>	Rs. 1,20,000.00
14	<b>LEC: Rs.2000/- X 5 SC</b>	Rs. 10,000.00
15	<b>Operating cost(Sundries,printing,postage&amp;Tele Phone,T.A/D.A etc.): Rs. 3000/- X 5 SC X 3m</b>	Rs. 45,000.00
	<b>Total Rs.-</b>	<b>Rs. 6,23,800.00</b>

Rs. 4.49 lacs.  
may be released  
8



Chairman  
Contai Municipality

Chairman,  
Contai Municipality.





Office of the Councillors

# DUBRAJPUR MUNICIPALITY

P.O.- DUBRAJPUR • Dist.- BIRBHUM

S.I.D. Code: 03462

Phone: Dubrajpur 244362

Fax No: 244362

Memo No. 607 /DM/ 2008

Date 29.07.2008

To  
The Director, SUDA  
Health Wing  
ILGUS BHAVAN,  
H.C. Block, Sector -III  
Kolkata-700091.



Sub :- Further requisition of Fund in respect of Community Based Primary Health Care Services for the period Jan'08 to June'08.

Sir,

We had received a Fund of Rs. 3,72,000/- from his end vide his Memo No. SUDA- Health/63 ULB/Accts/07/642 dt. 22.01.08 Out of which above 70% has been expended.

Therefore you are requested to place further appropriate fund at the disposal of the undersigned in respect of implementation of the ongoing schemes under the Community Based Primary Health Care Services for the period from January 2008 to June 2008.

Details of requirement in the format is also enclosed herewith.

Enclo :- As stated

Yours faithfully,

*[Signature]*  
Chairman  
Dubrajpur Municipality  
Birbhum.

3  
Fund available 08-09.

→ 393768

SOE → 108964  
204852

313816 (79.77%)

Rs. 1.06 Lakhs,  
my ac. demand.

Fund for Sme  
will be released  
on receipt of copy  
of work order.



**Requisition of Fund for the Period January to June 2008.**

Sl.No	Items	Requisitioned Amount in Rs.
	<b>Non-Recurring</b>	
1	Equipment	
2	Furniture	
3	Construction (not applicable for the present)	
	a) sub- center	
	b) OPD cum Maternity Home	
	c) OPD	
4	I.E.C. & Material	
5	Renovation Works	
6	Base Line Survey	
7	Family Schedule, Training manual, HMIS format & HHW kit bag	
8	Strengthening of existing Maternity Homes & Dispensaries (not applicable for the present)	
	<b>Recurring</b>	
9	Honorarium	105360.00
10	Salaries	
11	Rent	
12	Training	
13	Drug	384000.00
14	I.E.C.	
15	Operating cost (sundries, printing, postage, & telephone, TA/DA etc.	
	<b>TOTAL</b>	<b>Rs-489360.00</b>

  
**Chairman**  
**Dubrajpur Municipality**  
Birbhum  
Dubrajpur, Birbhum

[illegible]



भारतीय स्टेट बैंक  
State Bank of India

H. H. W.



Honourarium Health Worker

22/03/2007 969397 2052

DUBRAJPUR ( 2052 )

PO : DUBRAJPUR ( 244236 )

BRANCH 2052

Mode of Operation : ALL A/C HOLD

Non.Reg No :

SAVINGS BANK PASS BOOK

Date of Issue: 22/03/2007

नाम

Name (s)

पता

Address

व्यवसाय

Occupation

DUBRAJPUR MUNICIPALITY COMM BASED HEALTH CARE

DUBRAJPUR

DUBRAJPUR MUNICIPALITY 731123



MANAGER

पास बुक क्र०

Pass Book (New) 30

खाता-वही व्र मांक

Ledger No.

खाता व्र-मांक 3014845428-3

Account

Memo No. 138(2)/M/Gen/08

Dd. 06.05.08.

**KURSEONG MUNICIPALITY**

**Requisition of fund for the period from 01.04.2008 to 31.06.2008:**

Sl No.	Item of Expenditure	Expenditure (Amount in Rs.)	Sl No.	Items of Expenditure	Expenditure (Amount in Rs.)
	<b>Non-Recurring</b>			<b>Recurring</b>	
1.	Equipment	60,000.00	9.	Honorarium (24680x(24) x3)=	74,040.00
2.	Furniture	-	10	Salaries (5,000x(4) x3) =	60,000.00
				Salary (6,000x(1)x3) =	18,000.00
				Salary (5,500x(1)x3)=	16,500.00
3.	Construction (not applicable for the present)	-	11	Rent of Center (1,000x (4) x3) =	12,000.00
	a) Sub-Center	-	12	Training/Tiffin Allowance	-
	b) OPD cum Maternity Home	-	13	Drug (10000x3)=	30,000.00
	c) OPD	-	14	LEC	-
4.	I.E.C & Materials	-	15	Operating Cost(Sundries, Printing Postage & telephone, TA/DA etc)	10,000.00
5.	Renovation Works	-	16.	Trainees'	-
6.	Base Line Survey	-	17	Contingency	5,000.00
7.	Family Schedule, Training manual, HMS format & HHW kit	-			
8.	Strengthening of existing Maternity Homes & Dispensaries (Not applicable for the present)	-			
	<b>Total:</b>	<b>60,000.00</b>		<b>Total:</b>	<b>2.25540.00</b>

(77.38 %)

Chairman, 6/5

**Kurseong Municipality**

Fund released =  $2.39 + 1.56 + 1.74 + 1.96 + 1.95 = 9.60$  lakhs

SOE Submitted = 6,28,247/- (upto April, 08)  
(65.4 %)

OF  
Fund.  $\frac{195000}{409988}$

SOE. 317 247 (77.1 %)

As 1.96 lakhs may be released. Fund for equipment & drug will be released on receipt of copy of work order.



Memo No. 24 / C.B.P.H.C. / -2 Dt. 12.8.08

# Submission of Requisition of Fund

Requisition of fund for 3 months is to be submitted by the Chairperson / Vice-Chairman to Director SUDA as per format along with a forwarding letter

Requisition of fund for the period .....August 08.....to...Oct 08

Sl. No.	Items	Requisitioned Amount in Rs.
Non-Recurring		
1.	Equipment ( for sub centre)	100000.00 X
2.	Furniture ( for Sub centre)	80000.00 7
3.	Construction : (Not applicable for the present)	Nil
	a) Sub-Centre	Nil
	b) OPD cum Maternity Home	Nil
	c) OPD	Nil
4.	I.E.C & Materials	Nil
5.	Renovation Works	Nil
6.	Base Line Survey	Nil
7.	Family Schedule, Training manual, HMIS format & HHW kit bag	Nil
8.	Strengthening of existing Maternity Homes & Dispensaries ( Not applicable for the present)	Nil
Recurring		
9.	Honorarium( 16 H.H.W @ Rs. 1000.00 for 3 months ) + ( 4 F.T.S @ Rs.1170.00 for 3months )	62040.00
10.	Salaries ( S.I-5500.00 + H.A- 5000.00 + Acc.-5000.00 + Store - 5000.00 for 3 moths ) + (H.O - 16200.00 for 3months)	110100.00
11.	Rent	12000.00
12.	Training	Nil
13.	Drug	96000.00 X
14.	I.E.C	36000.00 X
15.	Operating Cost ( Sundries, Printing, Postage, & Telephone, TA / DA etc.)	100000.00 20,000
TOTAL		596140.00

Signature of Chairman/Vice-Chairman

Platterjee  
12.08.08  
A.F.C.  
Memari Municipality

Fund available 524830  
SOE 314512  
83220

396732 (155/1)

Rs. 2.04 lacs may be released. Fund for Equip & Furn, and will be released in receipt of copy of rule order

PHONE - 240008  
241279  
STD - ( 03472 )

Office of the Board of Councilors  
**NABADWIP MUNICIPALITY**  
P.O.-Nabadwip, Dist.-Nadia

Memo No 485 F-33 / M & S Cell / NM / 07-08

Date: 05.08.08

**From - Sri pundarikakshya Saha,**  
**Chairman, Nabadwip Municipality**  
**P.O Nabadwip, Dist. - Nadiia.**

To,  
The Director,  
State Urban Development agency,  
Health Wing, ILGUS Bhavan,  
H-C Block, Sector-III,  
Bidhannagar, Kolkata-700091.

**Sub: - Requisition of Fund in connection with**  
**Community Based Primary Health Care Service.**

Sir/Madam,

In reference to your letter no. SUDA Health / 63 / ULBs / Accts / 07 / 302, dated 08.08.2007, I am submitting the requisition of fund for the period from April'2008 to June'2008 in the prescribed form in connection with Community Based Primary Health Care Services.

Please do the needful at your earliest.

With thanks,

Fund available. 08-09.

BF → 864264.

80E → 412079  
280707

692786 (80-1)

Yours faithfully

*Bahadur*  
05/08/08

Chairman,  
Nabadwip Municipality

— **Chairman** —  
Nabadwip Municipality



Rs. 3.09 lacs  
my ac return  
*[Signature]*



Sl. No.	Items of Expenditure	Expenditure
	<b>Non - Recurring</b>	
1.	Equipment	-----
2.	Furniture	-----
3.	Construction	-----
	a) Sub - Centre	-----
	b) OPD cum Maternity Home	-----
	c) OPD	-----
4.	I.E.C. & materials	-----
5.	Renovation works	-----
6.	Base line Survey	-----
7.	Family schedule, Training materials, HMIS FORMAT & HHWkit	-----
8.	Strengthening of existing Maternity Homes & Dispensaries ( Not applicable for the present )	-----
	<b>Recurring</b>	
9.	Honorarium	1,42,080.00
10.	Salaries ( Contractual Staff )	1,12,500.00
11.	Rent	24,000.00
12.	Training	25,000.00
13.	Drug	1,92,000.00
14.	I.E.C	12,000.00
15.	Operating Cost Sundries, Printing Postage & Telipphone, <u>Stationary</u> , <u>Couriers Service</u>	30,000.00
	<b>Total</b>	5,37,580.00

Signature of,

*Behe 25/08/08*

Chairman,  
Nabadwip Municipality

Chairman  
Nabadwip Municipality

# OFFICE OF THE Councillors of Sonamukhi Municipality

P.O.- Sonamukhi \* Dist.- Bankura

From :

*Kushal Bandyopadhyay*

Chairman

Sonamukhi Municipality

(3) (03244) 275-238

E-mail:- sonamukhimunicipality@yahoo.com

Memo No. 65/HHW/SM

Dated 13/9/08

To

The Project Officer,  
SUDA Health Wings,  
ILGUS BHAWAN, HC-Block, Sector - III,  
Bidhannagar,  
Kolkata - 700 106, (W.B.)



**Sub. :- Requisition for allotment of Funds of HHWs under  
CBPHCS Programme of Sonamukhi Municipality.**

Sir,

This is to inform you that the Utilization Certificate up to September 2008 has already been submitted under Memo No. 64/HHW/SM dated 13/9/08. In this regard you are requested to release the next installment of Funds to run the said programme smoothly.

Thanking you,

Yours faithfully,

*Kushal Bandyopadhyay*  
Chairman/Vice-Chairman,  
Sonamukhi Municipality.

Encl.: (i) Requisition  
&  
Budget Statement

Chairman  
Sonamukhi Municipality



Rs. 2.52 lakhs may be released  
Fund for only 2 fund will be  
released on receipt of copy of  
work order.

Forwarded. 415000/-  
available 1040537/-  
SOE 728373 (90%)



# Sonamukhi Municipality

P.O.- Sonamukhi, Dist.- Bankura

Budget Estimate for September 2008 to November 2008 (3 Months) for the year 2008-09 in connection with running the Community Based Primary Health Care Services under Sonamukhi Municipality.

Sl. No.	Name of Head	Budget Estimate per month	Budget Estimate for 3 months (Sept '08 to Nov '08)
	<b><u>Recurring</u></b>		
	Salary :		
1.	a) Medical Officer - 1	Rs. 6,000/- per month x 3 months	Rs. 18,000/-
	b) Sanitary Inspector - 1	Contractual Pay Rs.5,500/- x 3 months	Rs. 16,500/-
	c) Computer Assistant - 1	Contractual Pay Rs.5,000/- x 3 months	Rs. 15,000/-
	d) Accounts Assistant - 1	Contractual Pay Rs.5,000/- x 3 months	Rs. 15,000/-
	e) Multi purpose Helper-cum-Store keeper Clerk - 1	Contractual Pay Rs.5,000/- x 3 months	Rs. 15,000/-
	f) Health Assistant - 1	Contractual Pay Rs.5,000/- x 3 months	Rs. 15,000/-
			<b>Rs. 94,500/-</b>
2.	Honorarium :		
	(a) F.T.S. - 2 Nos. Arrear (@Rs.500/- enhance per month per head from May '08 - Aug '08	@ Rs.1,670/- = Rs.3,340/- x 3 months	Rs. 10,020/-
	(b) H.H.W. - 15 Nos. Arrear (@Rs.500/- enhance per month per head from Apr '08 - Aug '08	@ Rs.500/- X 2 x 4 months @ Rs.1,500/- = Rs.22,500/- x 3 months  @ Rs.500/- X 15 x 5 months	Rs. 4,000/- Rs. 67,500/-  Rs. 37,500/-
			<b>Rs. 1,19,020/-</b>
3.	Rent :		
	a) SC at Chelmore	Rs. 1,000/- per months x 3 months	Rs. 3,000/-
	b) SC at Yuger Yatri Club	Rs. 1,000/- per months x 3 months	Rs. 3,000/-
	c) SC at Sonamukhi Municipality	Rs. 1,000/- per months x 3 months	Rs. 3,000/-
			<b>Rs. 9,000/-</b>
4.	Drugs	3 Nos. SCs @ Rs. 25,000/-	<b>Rs. 75,000/-</b>
5.	I.E.C.	Rs. 2,000/- per month x 3 months	<b>Rs. 6,000/-</b>
6.	Operating Costs	Rs. 15,000/- per month x 3 months	<b>Rs. 45,000/-</b>
7.	<b><u>Non-Recurring</u></b>		
	Furniture	3 Nos. SCs	<b>Rs. 20,000/-</b>
<b>Grand Total (1+2+3+4+5+6+7)</b>			<b>Rs. 3,68,520/-</b>



18/9/08  
Chairman,  
Sonamukhi Municipality.

30000/-  
25250/-



**OFFICE OF THE COUNCILLORS OF  
TARAKESWAR MUNICIPALITY**

**P.O. TARAKESWAR • DIST-HOOGHLY**

PHONE : TKR 276408  
278888  
278889

Ref. No. TM/HHW/2008/20

Dated...06...-9...-2008

From : The Chairman,  
Tarakeswar Municipality.

To : The Director,  
State Urban Development Agency,  
Health Wing,  
ILLGUS BHAVAN, H-C-Block, Sector-III,  
Bidhannagar, Kolkata - 700 091.



Sub :- Requisition of fund for Community Based  
Primary Health Care Service for April, 2008  
to June, 2008.

Ref :- No. TM/HHW/2008/18 dated 13-08-08.

M a d a m,

With reference to the above I am to furnish herewith  
the requisition of fund for the period April, 2008 to June, 2008  
for your kind information and necessary sanction the fund as  
sanctioned in the requisition statement.

Thanking you,

Yours faithfully,

Enclo:- As stated above.

Chairman,  
Tarakeswar Municipality

6/9/08



**Tarakeswar Municipality**  
**Tarakeswar \*\* Hooghly**  
**Community Based Primary Health Care Service**

Requisition of fund for the period April-2008 to June-2008

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)	Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	<b>Non-Recurring</b>			<b>Recurring</b>	
1	Equipment	Nil	09	Honorarium	Rs.55,530/-
2	Furniture	NIL	10	Salaries	Rs.38500/-
3	Construction :- (Not applicable for the present)	Nil	11	Rent	Rs. 9,000/-
	a) Sub-Center		12	Training	Nil
	b) OPD cum maternity home		13	Drug	72,000/-
	c) OPD		14	I.E.C.	9000/-
4	I.E.C. & Materials	Nil	15	Operating Cost (Sundries, Printing, Postage & Telephone, TA/DA etc.	Rs 45,000/-
5	Renovation Work	Nil			
6	Baseline Survey	Nil			
7	Family Schedule, Training Manual, HMIS format & HHW Kit Bag	Nil			
8	Strengthening of existing Maternity Homes & Dispensaries (Not applicable for the present)	Nil			
				<b>Total Rs.</b>	<b>Rs 2,29,030/-</b> <b>133030</b>

(Total Rupees tow lacks twenty nine thousand thirty only)


Fund available - 702590

SOR - 394528

166785

511313 (72.8%/-)

Rs. 1.33 lakhs  
must be released.

  
Chairman  
Tarakeswar Municipality  
05/09/08

5/9/08

## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা ৭০০ ১০৬, পশ্চিমবঙ্গ  
 “ILGUS BHAVAN”, HC Block, Sector-III, Bidhannagar, Kolkata 700 106, West Bengal

ক্রমিক নং .....SUDA-67/2006/731

তারিখ 18.08.2008.....

From : Director, SUDA

To : The Manager.  
 State Bank of India.  
 Salt Lake City, Kolkata - 700 091.

Sub : Preparation of Account Payee Demand Draft  
 Current Account No.10836424685.

Community Based Primary Health Care Services

Sir,

You are requested to kindly arrange for preparation of the following Account Payee Demand Drafts as per details given below, debiting the amount from this office Current Account No.10836424685 lying with your branch in respect of Community Based Primary Health Care Services.

22.08.08  
459138

Sl. No.	Name of Payee	Amount (in Rs.)	SBI Branch
1.	Chairman, Birnagar Municipality	1,51,000.0	Birnagar
2.	Chairman, Coopers' Camp N.A.A.	2,47,000.00	Ranaghat
3.	Chairman, Gobardanga Municipality	3,15,000.00	Gobardanga
4.	Chairman, Jhalda Municipality	1,60,000.00	Jhalda
42 5.	Chairman, Gangarampore Municipality	6,77,000.00	Rajibpur
Total		15,50,000.00	
(Rupees Fifteen Lakh Fifty Thousand only)			

(Debasis Mitra)  
 Joint Secretary  
 M.A.Department, GOWB

(C.Sircar)  
 Director  
 SUDA



Memo No. 391/CHS/GM/07-08

Dt. 21.07.08

Submission of Requisition of Fund

Requisition of Fund for 3 months ( July,2008 to Sept,2008) for the CBPHCS (HHW) is hereby submitted to the Director ,State Urban Development Agency ,Kolkata

Sl.No	Item of expenditure	Expenditure (Amount in Rs.)
	<b>Non Recurring</b>	nil
1	Equipment (For 4 Nos Sub Centre)	nil
2	Furniture (For 4 Nos Sub Centre)	nil
3	Construction (Not applicable for the present)	nil
	a) Sub-Centre	nil
	b)OPD cum maternity Home	nil
	c)OPD	nil
4	IEC & Materials	nil
5	Renovation works	nil
6	Base line survey	nil
7	Family Schedule, Training manual,HMIS format & HHW Kitbag	nil
8	Strengthening of existing Maternity Homes & Dispensaries (Not applicable for the present)	nil
	<b>Recurring</b>	nil
9	Honorarium (HHW/FTS) For arrear honorarium = Rs. 95860.00 For July to Sept'08 [ @ Rs. 1750/ X 18 for HHW @ Rs. 1920/ X 4 for FTS ] = Rs. 1,17,540.00 Total Rs. 2,13,400.00	2,13,400=00
10	Salaries For arrear salary = Rs. 1,39,000.00 For (July to Sept'08) [ @ 31,500 X3 ] = Rs. 94,500.00 Total Rs. 2,33,500.00	2,33,500=00
11	Rent	12,000=00
12	Training (For 4 Nos FTS)	<del>20,000=00</del>
13	Drug	2,00,000=00
14	I.E.C	16,000=00
15	Operating cost (Sundries,Printing,postage&Telephone,TA/DA etc)	15,000=00
	<b>TOTAL</b> (Rupees Six Lakh Eighty Nine thousand Nine hundred/only)	6,89,900=00

This is to certify that the amount as shown in the statement has been preferred earlier.

Rs. 6.77 lacs  
may be released

14.8.08

Chairman

Gangarampur Municipality  
Gangarampur, D/Dinajpur

Chairman

Gangarampur Municipality  
Dakshin Dinajpur

Fund released = 2.33 + 2.60 + 5.36 = 10.29 lacs  
So far submitted Rs. 10,18,331/-  
100% (upto July, 08)

# Office of the Councillors of Birnagar Municipality

P.O. : BIRNAGAR, DIST : NADIA, WEST BENGAL.

From :

**Sri Nanda Dulal Roy**  
Chairman,

**Sri Partha Kumar Chatterjee**  
Vice-Chairman

Memo No. ....654....



Dated Birnagar the ...16-7-2008....

To,  
The Director,  
State Urban Development Agency,  
Health Wing, ILGUS Bhavan,  
Salt Lake, Kolkata: 106



Sub: Requisition of fund for the period July'08 to Sept'08.

Sir,


Enclosed herewith please find the statement of Expenditure upto June'08. It may be seen that 86.01% of total fund allotted has been spent for the subject purpose.

We are enclosing herewith requisition of fund for the period July'08 to Sept '08 with the request you kindly to arrange to allot further fund at an early date.

Thanking you,

Encl: As stated above.

Yours faithfully,

  
16.7.08  
Chairman  
Birnagar Municipality

Fund released = 13,63,000/- [2.19 + 5.13 + 2.04 + 2.05 + 2.22]  
= 13.63  
Sof sanctioned = 11,72,326/- (upto June, 08)  
(86.01%)



# BIRNAGAR MUNICIPALITY

**Requisition of fund for the period July'08 to Sept '08**

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	<b>Non Recurring</b>	
1	Equipment	
2	Furniture	
3	Construction	
	(Not application for present)	
	a) Sub-Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4	I.E.C. & Materials	
5	Renovation works	
6	Base Line survey	
7	Family Schedule, Training	
	Manual, HMIS format & HHW Kit	
8	Strengthening of existing	
	Maternity Home & Dispensaries	
	(Not applicable for present)	
	<b>Recurring</b>	
9	Honorarium	42,000/-
10	Salaries	94,500/-
11	Rent	
12	Training	
13	Drug	72,000/-
14	I.E.C.	
15	Operating cost (sundries, printing Postage & telephone, TA/DA etc.	15,000/-
	<b>Total Rs.</b>	<b>2,23,500/-</b>

Expense for drugs to be incurred only  
Rs. 1.57 lakhs only  
9/1/08

12.8.08

16.7.08  
Chairman  
Birnagar Municipality  
Chairman  
Birnagar Municipality



Memo No. 424/CENAA

DA-12.4.08

# Submission of Requisition of Fund Cooper's Camp Notified Area Authority

Requisition of fund for 3 months is to be submitted by Chairman / Vice Chairman to the Director SUDA as per format along with forwarding letter.

Requisition of fund for the period 01-04-2008 to 30-06-2008

Sl. No	Item of Expenditure	Expenditure (Amount in Rs.)
Non-Recurring		
1.	Equipment	
2.	Furniture	
3.	Construction: Not applicable for the present )	
	a) Sub-Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4.	LEC & Materials	
5.	Renovation Works	
6.	Base Line Salary	
7.	Family Schedule, training, manual, HMIS format & HHW kit Bag.	
8.	Strengthening of existing Maternity Homes & Dispensaries ( Not applicable for the present)	
Recurring		
9.	Honorarium (HHW)	36,000.00
10.	Salaries to MS Cell	76,500.00
11.	Salary to M.O.	18,000.00
12.	Rent	9,000.00
13.	Training	
14.	Drug	72,000.00
15.	I.E.C	6,000.00
16.	Opening cost (Sundries, Printing, Postage & Telephone, T.A. / D.A.)	45,000.00
TOTAL		2,62,500.00

30000



Rs. 2.47 lakhs.  
may be released  
12.8.08

*[Signature]*  
Chairman  
Cooper's Camp Notified  
Area Authority

Signature of Chairman / Vice-Chairman  
Cooper's Camp Notified Area Authority

Fund released = 2.13 + 3.64 = 5.77 lakhs.

SoE submitted = 6,56,305/- (upto June, 08)  
(100%)



OFFICE OF THE MUNICIPAL COUNCILLORS OF GOBARDANGA.  
GOBARDANGA, NORTH 24-PARGANAS.

Memo No. 246 /GM/ HHW/08\_ Dated the 7.08-2008.

From: Bapi Bhattacharjee,  
 Chairman, Gobardanga Municipality

To : The Director, SUDA  
 Health wing  
 ILGUS BHAVAN,  
 Bidhannagar, Calcutta-91



Sub: Requisition of fund under HHW, Gobardanga Municipality

Sir,

In continuation of this office letter No.168/GM/HHW/ dt.7.7.2008 and No.235/GM/HHW dt.5.8.2008, I am to state that the statement of expenditure(Copy enclosed) for the period up to June & July,2008 respectively were submitted under the above memos as mentioned above for favour of your kind perusal. In addition that I am enclosing herewith a requisition of fund which will be urgent required for payment of salary and honorarium of the HHW workers this month and to purchase the furniture and other accessories indeed.

In this connection, I would request you kindly to expedite the matter and released the fund as early as possible.

Thanking you,

Encl: as stated



Yours faithfully.

*Bp*  
 Chairman,  
Gobardanga Municipality

*W*

*Fund released = 2.30 lakhs.*

*SOE submitted = 1,70,064/- (upto June, 08)*

*(73.94%)*

OFFICE OF THE MUNICIPAL COUNCILLORS OF GOBARDANGA.  
GOBARDANGA, NORTH 24-PARGANAS.

Memo No. 285 /GM/ HHW/08\_ Dated the 5/8 2008.

From: Bapi Bhattacharjee,  
 Chairman, Gobardanga Municipality

To : The Director, SUDA  
 Health wing  
 ILGUS BHAVAN,  
 Bidhannagar, Calcutta-91

Sub: Submission of statement of expenditure(SOE) in connection  
 with Community Based Primary Health Care Service.

Sir/Madam,

I am enclosing herewith the statement of expenditure(SOE) for the July,2008 along with necessary documents for favour of your kind perusal and necessary action.

In this connection, I would request you kindly to make necessary arrangement towards the allotment of fund as per following head for smooth running of the programme.

1. Salary of the HHW Staff for three months	Rs. 94,500.00
2. Honorarium for HHW for three months	Rs. 51,000.00
3. Drugs	Rs. 50,000.00
4. Furniture & Assceries	Rs. <u>3,00,000.00</u> 1-50 lks.
5. Operating Cost.	Rs. 20,000.00

8,15,500

Encl: Statement of SOE  
 Xerox copy of vouchers  
 U/Certificate  
 Xerox copy of Bank P/B

Yours faithfully,

  
 Chairman,

Gobardanga Municipality

Rs. 3.15 lakhs mms.  
 LC received  
 12.8.18



**Headwise Requirement of fund under HHW, Gobardanga Municipality**

Salary of the HHW staff for 3 months			94500
Honorarium to the HHW workers			51000
Drugs			50000
Furniture & Assoceries			300000
Operating cost			20000
	Total		515500

**Rupees five lakh fifteen thousand five hundred only.**



**Chairman,  
Gobardanga Municipality**

by

# Community Based Primary Health Care Services In 63 Non-KMA ULBs

## Statement of Expenditure (SOA)

Name of the Municipality: GOBARDANGA.  
Month of July, 2008.

Sl.No.	Item of expenditure	Expenditure (Amount in Rs.)
Non-Recurring		
1.	Equipment	
2.	Furniture	
3.	Construction(Not applicable for the present)	
	a) Sub-Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4.	I.E.C. & Materials	
5.	Renovation Work	
6.	Base Line Survey	
7.	Family schedule, Training manual, HIMS format & HHW Kit bag.	
8.	Strengthening of existing Maternity Homes & Dispensaries(not applicable for the present)	
Recurring		
9.	Honorarium	
10.	Salaries	Rs.17,000.00
11.	Rent	Rs.31,500.00
12.	Training	
13.	Drug	Rs. 996.00
14.	I.E.C.	Rs. 2,617.00
15.	Operating cost(Sundries, Printing, Postage & Telephone, T.A./D.A. etc.	Rs. 2,289.00
TOTAL		Rs.54,402.00

  
Chairman  
Gobardanga Municipality



# Community Based Primary Health Care Services In 63 Non-KMA ULBs

## Statement of Expenditure (SOA)

Name of the Municipality: GOBARDANGA.  
Month upto June, 2008.

Sl.No.	Item of expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Equipment	
2.	Furniture	Rs.7896.00
3.	Construction(Not applicable for the present)	
	a) Sub-Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4.	I.E.C. & Materials	
5.	Renovation Work	
6.	Base Line Survey	
7.	Family schedule, Training manual, HIMS format & HHW Kit bag.	
8.	Strengthening of existing Maternity Homes & Dispensaries(not applicable for the present)	
	Recurring	
9.	Honorarium	Rs.34,000.00
10.	Salaries	Rs.49,349.00
11.	Rent	
12.	Training	Rs.77,819.00
13.	Drug	
14.	I.E.C.	
15.	Operating cost(Sundries, Printing, Postage & Telephone, T.A./D.A. etc.	Rs. 999.00
	TOTAL	Rs.1,70,064.00

Signature of Chairman/Vice-Chairman

(Signature)

Chairman  
Municipality

(Signature)

Gobardanga Municipality

(Amount in Rs.)

Fund Received from SUDA	SOE sent upto the month of June.08	SOE for the month of July 2008	Total SOE	Balance
230,000.00	170064	54402	224466	5,534.00

Bo

Chairman  
Gobardanga Municipality,



FROM :

707100 100254255215

07/08/2008 11:05PM P1



## OFFICE OF THE CHAIRMAN, JHALDA MUNICIPALITY

JHALDA, PURULIA

Memo No 245 /J.M.

Date: 07/08/08

To  
The Director,  
State Urban Development Agency,  
ILGUS Bhavan, Health Wing, H-C Block,  
Sector - III, Bidhan Nagar, Kolkata - 700091

Subj - Requisition of Fund.

Sir,

This is to inform you that 70% of earlier released funds have been incurred by Jhalda Municipality for Community Based Primary Health Care Service according to the item-wise requisition. The balance position of the fund is Rs.45,407.81(On 04/08/2008).

Therefore, it is requested to kindly release the next installment as per Requisite format.

Thanking You.

Yours faithfully,

*[Signature]*  
67/08/08

Chairman  
Jhalda Municipality

Enclosures:

1. Requisition Format.

*[Signature]*  
Chairman  
Jhalda Municipality B. Gupta

Fund released =  $2.13 + 1.60 + 2.92 = 6.65$  lakh  
SOE Submitted = 5,38,430/- (upto June, 08)  
(80.97%)

# OFFICE OF THE CHAIRMAN, JHALDA MUNICIPALITY

JHALDA, PURULIA

Submission of Requisition of Fund

Requisition of fund for the period August'08 to Oct. 03 for three sub centers

Sl.	Items	Requisitioned Amount in Rs.
<u>Non Recurring</u>		
1.	Equipment	75,000.00
2.	Furniture	60,000.00
3.	Construction: (Not applicable for the present)	
	a) Sub-Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4.	IEC & Materials	
5.	Renovation Works	
6.	Baseline Survey	
7.	Family Schedule, Training Manual, HMIS Form and HHW Kit bag.	
8.	Strengthening of existing Maternity Homes & Dispensaries (No applicable for the present)	
<u>Recurring</u>		
9.	Honorarium	54,000.00
10.	Salaries	76,500.00
11.	Rent	
12.	Training	
13.	Drug (For One Sub-Centre)	96,000.00
14.	I.E.C	
15.	Operating Cost (Sundries, Printing, Postage & Telephone), TA/DA etc.	45,000.00 30,000.00
Total		4,06,500.00



Rs. 1.60 lakhs.  
my be released  
12.8.08

*[Signature]*  
Chairman 07/08/08  
Jhalda Municipality  
P. Gupta.

\* we my release  
after obtaining order.  
This is to be communicated  
to the JMC  
12.8.08



**A. Statement of Expenditure for 1<sup>st</sup> quarter of FY 2008-09 in respect of HHW Scheme :**

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
<b>Non-Recurring</b>		
1	Equipment	60,281.00
2.	Furniture	1,72,352.00
3.	Construction	
	a) Sub-Centre	
	b) OPD	
4.	I.E.C. Aids & Materials	
5.	Renovation works	40,283.00
6.	Documentation	
7.	Printing of HWS Forms	10,600.00
8.	NGO Involvement	
<b>TOTAL</b>		
	<b>Recurring</b>	
9.	Honorarium	15,79,440.00
10.	Salaries	9,16,410.00
11.	Rent	20,075.00
12.	Training	544.00
13.	Drug	2,87,724.00
14.	I.E.C.	34,378.00
15.	Operating Cost	2,21,159.00
<b>TOTAL</b>		
	<b>GRAND TOTAL</b>	<b>33,43,246.00</b>

**B. Statement on receipt of fund from HSDI, DHFW vis-a-vis submission of SOE to DHFW**

FY	Opening Balance	Fund received from DHFW	Total fund available	SOE submitted to DHFW Amount	Up to the month of	Balance
2005-06	0.00	166.29	166.29	45.92	January to March, 06	120.37
2006-07	120.37	256.90	377.27	160.45	April, 06 to Mar., 07	216.82
2007-08	216.82	100.29	317.11	166.27	April, 07 to Mar., 08	150.84
2008-09	150.84	-	150.84	33.43	April, 08 to June, 08	117.41

*8552666*

## রাজ্য নগর উন্নয়ন সংস্থা

## STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা ৭০০ ১০৬, পশ্চিমবঙ্গ  
 “ILGUS BHAVAN”, HC Block, Sector-III, Bidhannagar, Kolkata 700 106, West Bengal

ক্রমিক নং SUDA-67/2006/541

তারিখ 17.07.2008

From : Director, SUDA

To : The Manager,  
 State Bank of India,  
 Salt Lake City, Kolkata - 700 091.

Sub : Preparation of Account Payee Demand Draft.  
 Current Account No.10836424685.

Community Based Primary Health Care Services

Sir,

You are requested to kindly arrange for preparation of the following Account Payee Demand Drafts as per details given below, debiting the amount from this office Current Account No.10836424685 lying with your branch in respect of Community Based Primary Health Care Services.

Sl. No.	Name of Payee	Amount (in Rs.)	SBI Branch
1.	Chairman, Chandrakona Municipality	2,88,000.00	Ghatal
2.	Chairman, Habra Municipality	6,38,000.00	Habra
3.	Chairman, Panskura Municipality	7,22,000.00	Mechada
4.	Chairman, Rampurhat Municipality	2,85,000.00	Rampurhat
5.	Chairman, Sainthia Municipality	5,71,000.00	Sainthia
6.	Chairman, Taherpur N.A.A	2,26,000.00	Ranaghat
7.	Chairman, Jhargram Municipality	4,05,000.00	Jhargram
Total		31,35,000.00	
(Rupees Thirty One Lakh Thirty-five Thousand only)			

(Debasis Mitra)  
 Joint Secretary  
 M.A.Department, GOWB

(C.Sircar)  
 Director  
 SUDA



# OFFICE OF THE BOARD OF COUNCILORS, CHANDRAKONA MUNICIPALITY

P.O. : Chandrakona \* Dist. : Paschim Medinipur

Ref. No. 218/CH-M/HW/08

Date: 10.07.08

To

The Director, SUDA (Health Wings)  
ILGUS Bhavan, HC Block, Sector - III  
Bidhannagar, Kolkata-700091



## Sub: Requisition of C.B.P.H.C.S Fund

P.O. (H)  
11-07-08

Sir,

This is for your information that the C.B.P.H.C.S Fund of our Municipality has come down below 70% and presently balance in such Fund is amounted to Rs. 23,379/- as per Bank Statement

So, I request you to release the necessary fund at your earliest convenience.

Thanking you.

Enclo.

- 1) Fund Requisition List of Items and Amount.

Yours faithfully,

Panchanan Sarker  
10.7.08

Vice-Chairman,  
Chandrakona Municipality

Fund released = 2.13 + 1.56 + 5.80 = 9.49 lakh  
SOF submitted = 6,83,736/- (upto June, 08)  
(72.1)

## Requisition of Fund

(For the period from July 2008 to September 2008 for Recurring Expenses)

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
<i>Non-Recurring</i>		
1	<b>Equipment (For 3 Sub-Centers) Rs. 25000 X 3</b>	<b>75000.00</b>
2	Furniture	Nil
3	Construction (Not applicable for the present)	Nil
	a) Sub-Center	Nil
	b) OPD cum Maternity Home	Nil
	c) OPD	Nil
4	IEC & Material	Nil
5	Renovation works	Nil
6	Base Line Survey	Nil
7	Family Schedule, Training Manual, HMIS format & HHW Kit	Nil
8	Strengthening of existing Maternity Homes & Dispensaries (Not applicable for the present)	Nil
<i>Recurring</i>		
9	<b>Honorarium</b> <b>FTS (For 2 Staffs @ Rs.1170 ) X 3 months      Rs.7020</b> <b>HHWs(For 13 Staffs @ Rs. 1000) X 3 months      Rs.39000</b>	<b>46020.00</b>
10	<b>Salaries (For 6 staffs of M&amp;S Cell for July, August and September) Rs. 31500 X 3 months</b>	<b>94500.00</b>
11	<b>Rent (For 3 Sub-centers @Rs. 1000/- each for 3 months)</b>	<b>9000.00</b>
12	Training	Nil
13	<b>Drug</b>	<b>63857.00</b>
14	IEC	Nil
15	Operating Cost (Sundries, Printing, postage & telephone, TA / DA etc.)	Nil
<b>Total</b>		<b>288377.00</b>

Rs. 2.88 lakhs  
may be released  
10.7.08

Panchanan Sarker  
10.7.08

Vice-Chairman,  
Chandrakona Municipality





# HABRA MUNICIPALITY

(ESTD. - 1979)

POURA BHAWAN

PROMODE DASGUPTA SARANI, P. O. HABRA, NORTH 24 PARGANAS, PIN - 743263

Ref. No. HM/722/P.H./08.Date 30-06-08

To,  
The Director,  
State Urban Development Agency (SUDA),  
Health Wing,  
ILGUS BHAVAN, H.C. Block, Sector-III,  
Salt Lake, Kolkata-700091.



**Sub.:- Requisition of Fund in connection with Community Based Primary Health Care Services(CBPHCS) for the period from July,2008 to September,2008 for conduction of HHWs. Programme.**

Sir,

I am to submit herewith the requisition of fund in connection with CBPHCS for the period from July, 2008 to September, 2008, which is required for smooth conduction of HHWs. programme within Habra Municipal area.

The Utilization Certificate (UC) for the 1<sup>st</sup> quarter and Statement of Expenditure (SOE) up to the month of June, 2008 have already been submitted.

Out of total fund received, more than 70% fund has already been utilised.

Under this circumstance, you are therefore requested to release further fund in favour of Habra Municipality as per attached prescribed proforma to meet the forthcoming expenses.

Thanking you.

Yours faithfully,

*Chowdhury* 26.6.08  
Chairman/Vice-Chairman  
Habra Municipality

VICE-CHAIRMAN  
HABRA MUNICIPALITY

*Handwritten notes:*  
Fund received = 3.12 + 9.95 + 8.00 = 21.07 Lakhs  
SOE submitted = 18,49,616 (18.49 Lakhs) (40% of 21.07 Lakhs)  
(87.78%)



## Habra Municipality

### Requisition of fund for the period from July, 2008 to September, 2008

Sl. No.	Items	Requisitioned Amount in Rs.
	<b>Non-Recurring</b>	
1.	Equipment	
2.	Furniture	1,60,000.00
3.	Construction: (Not applicable for the present)	
	a) Sub-Centre	
	b) OPD cum Maternity Home	
	c) OPD	
4.	I.E.C & Materials	
5.	Renovation Works	
6.	Base Line Survey	
7.	Family Schedule, Training manual, HMIS format & HHW kit bag	
8.	Strengthening of existing Maternity Homes & Dispensaries (Not applicable for the present)	
	<b>Recurring</b>	
9.	Honorarium	1,20,000.00
10.	Salaries	1,12,000.00
11.	Rent	24,000.00
12.	Training	
13.	Drug	1,92,000.00
14.	I.E.C.	
15.	Operating Cost (Sundries, printing, postage & telephone, TA/ DA etc.)	30,000.00
	<b>TOTAL</b>	<b>6,38,000.00</b>

(Rupees Six lakh & Thirty eight thousand only)

Rs. 6.38 lakhs.  
may be released.  
Sourya Banerjee

*Thoudy*  
26.6.08  
Signature of Chairman/Vice-Chairman.  
Habra Municipality.

Vice-Chairman  
HABRA MUNICIPALITY

Prepared by,

Sourya Banerjee





Status on Fund received & SOE submitted of Habra Municipality

Financial Year	Opening Balance as at 01.05.08 COL-1	Fund Received from SUDA COL-2	Total Fund Available COL-3	SOE sent for the month of June, 2008 COL-4	Total Fund utilized upto the month of June, 2008 COL-5	Balance (C3 - C5) COL-6
2008-2009	2,16,808.00	8,00,000.00	10,16,808.00	6,07,759.00	7,58,427.00	2,58,381.00

*Chowdhury*  
30.06.08.

Vice-Chairman  
HABRA MUNICIPALITY

Prepared by,  
Soumya Banerjee.

# PANSKURA MUNICIPALITY

S.T.D. : 03228

Phone : 252312

Fax : 252005

Dist. - Purba Medinipur ★ Pin - 721139

পাঁশকুড়া পৌরসভা

পোঃ - পাঁশকুড়া ★ জেলা - পূর্ব মেদিনীপুর

Memo No. :

Date :

Memo No. PM/PHC/259 PART-II/2008/1451

Dated : 07/7/08

To  
The Director  
State Urban Development Agency  
West Bengal.  
ILGUS Bhawan, Saltlake,  
Kol-91.



P.O. (H)  
09-07-08

Sub :: Statement of Expenditure (SOE) / Status Report for quarter ending June'08 and Requisition of Fund for the quarter ending Sep,08 under Panskura Municipality.

Dear sir,

I am to send herewith the monthly Statement of Expenditure (SOE) along with status report for the quarter ending June ,08 in the prescribed format and the statement of required fund allotment for the quarter ending Sep,'08 in the prescribed format in connection with the working of Community Based Primary Health Care Services at this Municipality.

Thanking you,

Encl :: As stated. (2)

Yours faithfully,

Abhan

Chairman

Panskura Municipality

Memo No. PM/PHC/259 PART-II/2008/ 1451 (1)

Dated : 07/7/08

Copy forwarded to Sri Salil Kr. Lahiri, MIES Officer, Health , State Urban Development Agency, ILGUS Bhawan, HC Block, Sector-III, Kol-91 for kind information and necessary action.

Abhan

Chairman

Panskura Municipality

Fund released = 2.30 + 7.07

= 9.37 lacs

SOE submitted = 8,78,578/- (upto June, 08)

(93.76%)





**PANSKURA MUNICIPALITY**  
**PANSKURA :: PURBA MEDINIPUR**

Submission of Utilisation Certificate (UC)

**Utilisation Certificate**  
**(Form No. S. R. 330-A)**

Sl. No.	Letter No. & Date	Amount (In Rs.)
01	SUDA Health / 63 / ULBS / 06 / 56 dt 19.09.06	2 30 000 = w
02	SUDA Health / 63 ULBS / Aects / 07 / 554 dt 20.11.07	7 07 000 = w
	Total	9 37 000 = w

Certified that out of Rs. 937000 = w of Grants-in-aid sanction during the year 2006-07 & 2007-08 in favour of Panskura Municipality under this Ministry/Department letter no. given in the margin and Rs. 383750 = 00 on account of unspent balance of the previous year, a sum of Rs. 274328 = w has been utilized for the purpose it was sanctioned and the balance of Rs. 109422 = w Remaining unutilized at the end of the 2nd (June 08) quarter has been carried forward to the A/c of next quarter of FY.

Certified that I have satisfied myself that the conditions on which the Grant-in-aid was sanctioned has been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was actually utilized for the purpose for which it was sanctioned.

- |    |                                    |     |
|----|------------------------------------|-----|
| 1) | Books of Accounts                  | yes |
| 2) | Original Bill, Receipts & vouchers | yes |
| 3) | Bank Statement                     | yes |
| 4) | Physical Progress                  | yes |

*A. Khan.*

Signature of ~~Chairman~~ Chairman  
Panskura Municipality



**PANSKURA MUNICIPALITY**  
**PANSKURA :: PURBA MEDINIPUR**

## Submission of Requisition of Fund

Requisition of fund for 3 months is to be submitted by the Chairperson / Vice-Chairperson to Director SUDA as per format along with a forwarding letter.

Requisition of fund for the period ... July '08 ... to ... Sep. ... 2008

Sl. No.	Items	Requisitioned Amount in Rs.
<b>Non-Recurring</b>		
1	Equipment	—
2	Furniture	—
3	Construction : (Not applicable for the present)	—
	a) Sub-Centre	—
	b) OPD cum Maternity Home	—
	c) OPD	—
4	I.E.C & Materials	—
5	Renovation Works	289437 = w
6	Base Line Survey	—
7	Family Schedule, Training manual, HMIS format & HHW kit bag	—
8	Strengthening of existing Maternity Homes & Dispensaries (Not applicable for the present)	—
<b>Recurring</b>		
9	Honorarium	65040 = w
10	Salaries	143100 = w
11	Rent	3000 = w
12	Training	15000 = w
13	Drug	384000 = w
14	I.E.U.	—
15	Operating cost (Sundries, printing, postage & telephone, TA / DA etc)	60000 = w
<b>Total Rs</b>		<b>959577 = w</b>

to issue letter

192

0.30

Rs. 7-22 later  
may be released

A. Khan  
Chairman, Vice Chairman,  
Panskura Municipality