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



No.1179/MA/C-10/3S-55/2005 Part

Date :28.09.2007

From : Shri S. K. Bhowmick
Joint Secretary to the Govt. of West Bengal.



To : The Director,
SUDA.

Sub : Man power at Headquarters for CBPHC Services in 63 Non-KMA ULBs

Madam,

I am to enclose herewith an extract of the order in this regard for your kind information.

- 1) Kindly arrange for open advertisement for the posts from your end.
- 2) Notification for Selection Committee will be made in due course.

Yours faithfully,

S. 28.9.07
(Joint Secretary)

Sub : Recruitment of man-power at State Headquarter level at SUDA for implementation of CBPHC services in 63 Non-KMA ULBs.

The observation of the H & FW Department at NSP 14 and the observation of the Finance Department at NSP 16 may kindly refer.

The following set of man-power is immediately required at SUDA.

| Sl.No | Post Name | Qualification | Experience | No.of Post | Monthly contractual remuneration | Remarks |
|-------|------------------------|---|------------|------------|----------------------------------|--|
| 1. | Project Officer | MBBS with MPH | 5 Years | 1 | Rs.22,000/- | |
| 2. | Asstt. Project Officer | MBBS with DPH | 3 years | 4 | Rs.15,000/- | One APO at Headquarters and 3 APOs at 3 Regional Offices of the Directorate of Local Bodies. |
| 3. | Finance Officer | M.Com/CA/ICWA | 2 Years | 1 | Rs.15,000/- | |
| 4. | MEIS Officer | Graduate with Diploma in Computer course preferably BCA Honours in Computer Science | 2 Years | 1 | Rs.15,000/- | |
| 5. | Accounts Assistant | B. Com | 2 Years | 3 | Rs.6,000/- | |
| 6. | Computer Assistant | Graduate with Certificate course in Computer | 2 Years | 5 | Rs.6,000/- | 2 CA at Headquarters and 3 at 3 Regional Offices of the Directorate of Local Bodies. |
| 7. | Clerk-cum-Storekeeper | Graduate S.F or equivalent | 2 Years | 2 | Rs.6,000/- | |
| 8. | Multipurpose Helper | Madhyamik or its equivalent | 2 Years | 5 | Rs.4,000/- | 2 MH at Headquarter and 3 at 3 Regional Offices of the Directorate of Local Bodies. |

Madhyamik or its equivalent

Yearly requirement of fund to fill up these posts may be as follows :-

| | Rs. in lakh |
|------------------|--------------|
| P.O. | 2.64 |
| APO | 7.20 |
| F.O. | 1.80 |
| MEIS Officers | 1.80 |
| Acctt. Assistant | 2.16 |
| CA | 3.60 |
| CCSK | 1.44 |
| MH | 2.40 |
| Total | 23.04 |

The staff expenditure will be well within the budgetary provision of Rs.96.10 lakh as shown at CP 43 taking into account expenditure for 36 months.

For the present we may not fill up the posts of Medical Officer and Nutritionist at the Headquarters level. The recruitment may be considered after full-fledged operation of CBPHC Services in the ULBs.

The matter of inducting personnel on deputation may be a much time consuming matter. So we may go for recruitment after making open advertisement in the leading newspapers.

The mode of selection may be as follows :-

- a) Direct interview for the post of P.O. & A.P.O, F.O. and MEIS Officer.
- b) Written test and interview for the posts of Accounts Assistant, Computer Assistant, CCSK and Multipurpose Helper.

For the posts as at (a) above the Selection Committee may comprise:

- | | |
|--|-------------------|
| 1. P.D, CMU, KUSP & E.O. SS | - Chairman |
| 2. Director, SUDA | - Member |
| 3. Joint Director of Health Services as Expert for the post of P.O. & A.P.O. | - Member |
| 4. Dr. Subir Roy, SIO of NIC as Expert for the post of MEIS Officer | - Member |
| 5. Sri A. S. Mukhopadhyay, MFE, CMU, KUSP as Expert for the post of F.O. | - Member |
| 6. Dr. N. G. Gangopadhyay, Advisor, Health, SUDA | - Member |
| 7. Project Officer (Health), SUDA | - Member Convener |

For the posts as at (b) above the Written Text will be conducted by SUDA in assistance with ILGUS. Selection Committee for the said posts may comprise :

- | | |
|--|-------------------|
| 1. Director, SUDA | - Chairperson |
| 2. Dy. Director of the Dte. of Local Bodies | - Member |
| 3. Joint Secretary of M.A. Department | - Member |
| 4. Dr. Subir Roy, SIO of NIC as Expert for the post of Computer Assistant | - Member |
| 5. Joint Director, ILGUS | - Member |
| 6. Sri A. S. Mukhopadhyay, MFE, CMU, KUSP as Expert for the post of Accountant Assistant | - Member |
| 7. Project Officer (Health), SUDA | - Member Convener |

Submitted.

[Signature]
18.9.07
(Joint Secretary)

Pr. Secretary

*0.1.98 1179/28907
Pr. Secy SUDA*

*m/c
Pr. Secy SUDA*

*nots from m/c
The minimum qualification can be made
as advised by finance Dept. The
suggested selection procedure can be agreed to.*

*work
24/9/07*

m/c

Sub Filling up of vacant posts at Health Wing, SUDA.

- Posts created in terms of GO No. 86/MA/P/C-10/3S-51/2003 dt. 22.01.2004 of Department of Municipal Affairs (placed at Flag – A) – total 10 no. of posts had been sanctioned for Central Coordinating Cell at SUDA under HHW Scheme in 11 Non-KMA ULBs.
- Recruitment of manpower at SUDA for implementation of CBPHCS in 63 Non-KMA ULBs (copy of Notesheet of the Department of MA – at Flag – B) – total 22 no. of posts had been sanctioned.
- As the HHW Scheme has been merged by DHFW, manpower at SUDA sanctioned for CBPHCS only may be taken into account.
- Present status of manpower is detailed below :

| Sl. No. | Name of Post | No. of Post | Present Status of Manpower | | Remarks |
|---------|------------------------|-------------|----------------------------|------------|--|
| | | | No. in-position | No. vacant | |
| 1 | Project Officer | 1 | 1 | - | Engaged on contract on consolidated remuneration, looking after all the Urban Health Programmes. |
| 2 | Asstt. Project Officer | 4 | 2 | 2 | Do |
| 3 | Finance Officer | 1 | 1 | - | Do |
| 4 | MIES Officer | 1 | - | 1 | - |
| 5 | Accounts Assistant | 3 | - | 3 | - |
| 6 | Computer Assistant | 5 | 1 | 4 | Engaged on contract on consolidated remuneration. |
| 7 | Clerk cum Storekeeper | 2 | - | 2 | - |
| 8 | Multipurpose Helper | 5 | 1 | 4 | Engaged by SUDA through agency on daily rate basis. |
| | Total | 22 | 6 | 16 | |

- Vacant post of APO (2 nos.), MIES Officer (1 no.), Accounts Assistant (1 no.), Computer Assistant (2 no.), Clerk cum Storekeeper (2 no.), Multipurpose Helper (4 no.) may be filled up for the present for better monitoring & supervising of Urban Health Programmes in all the ULBs of the State of West Bengal and smooth functioning of office work at Health Wing, SUDA.

AO, SUDA

Goswami
28.05.12

Sub : Recruitment of man-power at State Headquarter level at SUDA for implementation of CBPHC services in 63 Non-KMA ULBs.

The observation of the H & FW Department at NSP 14 and the observation of the Finance Department at NSP 16 may kindly refer.

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| 3. | Finance Officer | M.Com/CA/ICWA | 2 Years | 1 | Rs.15,000/- | |
| 4. | MEIS Officer | Graduate with Diploma in Computer course preferably BCA/Honours in Computer Science. | 2 Years | 1 | Rs.15,000/- | |
| 5. | Accounts Assistant | B. Com | 2 Years | 3 | Rs.6,000/- | |
| 6. | Computer Assistant | Graduate with Certificate course in Computer | 2 Years | 5 | Rs.6,000/- | 2 CA at Headquarters and 3 at 3 Regional Offices of the Directorate of Local Bodies. |
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| MH | 2.40 |
| Total | 23.04 |

The staff expenditure will be well within the budgetary provision of Rs.96.10 lakh as shown at CP 43 taking into account expenditure for 36 months.

For the present we may not fill up the posts of Medical Officer and Nutritionist at the Headquarters level. The recruitment may be considered after full-fledged operation of CBPHC Services in the ULBs.

The matter of inducting personnel on deputation may be a much time consuming matter. So we may go for recruitment after making open advertisement in the leading newspapers.

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- b) Written test and interview for the posts of Accounts Assistant, Computer Assistant, CCSK and Multipurpose Helper.

For the posts as at (a) above the Selection Committee may comprise:

- 1. P.D, CMU, KUSP & E.O. SS - Chairman
- 2. Director, SUDA - Member
- 3. Joint Director of Health Services as Expert for the post of P.O. & A.P.O. - Member
- 4. Dr. Subir Roy, SIO of NIC as Expert for the post of MEIS Officer - Member
- 5. Sri A. S. Mukhopadhyay, MFE, CMU, KUSP as Expert for the post of F.O. - Member
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- 2. Dy. Director of the Dte. of Local Bodies - Member
- 3. Joint Secretary of M.A. Department - Member
- 4. Dr. Subir Roy, SIO of NIC as Expert for the post of Computer Assistant - Member
- 5. Joint Director, ILGUS - Member
- 6. Sri A. S. Mukhopadhyay, MFE, CMU, KUSP as Expert for the post of Accountant Assistant - Member
- 7. Project Officer (Health), SUDA - Member Convener

Submitted.

S, 18-9-07
(Joint Secretary)

Pr. Secretary

*0.1.07 1179/28.9.07
Pr. Secy*

*m/c
Pr. Secy*

*nots from message
The minimum guidelines can be made
as advised by Finance Dept. The
suggested selection procedure can be agreed to.*

*work
24/9/07*

nd

ESTABLISHMENT OF STATE URBAN DEVELOPMENT AGENCY

The question of strengthening the organisation of the State Urban Development Agency (SUDA) was under the active consideration of the Department of Municipal Affairs for a long period of time. Several Government orders have been issued from time to time for filling up the vacant posts in the different cells of State Urban Development Agency (SUDA). A good no. of posts are lying vacant, the details of which are stated below. Earlier attempts were made to fill up some posts through Municipal Service Commission but not much headway was achieved. Also finalisation of Recruitment Rules for SUDA is awaited from the Department of Municipal Affairs /Finance Department. The G.O. wise position of vacancy and their mode of recruitments are stated below:-

A) Post created in terms of G.O. NO. 736 (H)/C-10/2A-1/95 dt.04.12.1995 :

As per above G.O. 18 no. of posts have been sanctioned for the General Administration of SUDA. Out of the total posts the post of **Director, Financial Adviser, Technology Upgradation Officer, Cashier-cum-Accountant, Computer Programmer and Computer Operator** have already been filled up. The post of **Social Survey-cum-Planning Officer, Marketing Survey Officer, Junior Accounts Officer, Head Clerk, Stenographer, U.D. Clerk, L.D. Clerk, Typist** and 4 no. of Peons are remaining vacant.

The method for recruitment in the vacant posts of **Social Survey-cum-Planning Officer, Marketing Survey Officer, L.D. Clerk and Typist** is not mentioned in the G.O. Hence we have to wait for the methodology to be adopted by the M.A. Department. The method for recruitment in the vacant post of **Junior Accounts Officer** is to be made by deputation from not below the rank of Jr. A.O. of the Fin. Dept. The method for recruitment in the vacant posts of **Head Clerk and Stenographer** are to be made by deputation from other department. The method for recruitment in the vacant post of **U.D. Clerk** is contractual. The method for recruitment in the vacant posts of 4 no. of Peons are direct recruitment.

B) Post created in terms of G.O. NO.86/MA/P/C-10/3S-51/2003 dt.22.01.2004

As per above G.O. 22 no. of posts have been sanctioned for the Health Wing of SUDA. Out of the total posts the post of **Project Officer, 2 no. of Asstt. Project Officers and Finance Officer** have already been filled up. The post of 2 no. of **Asstt. Project Officers, 5 no. of Computer Assistants, MIES Officer, 3 no. of Accounts Assistants, 2 no. of Clerk cum Storekeepers** and 5 no. of **Multipurpose Helpers** are remaining vacant.

The method for recruitment in the vacant posts of 2 no. of **Asstt. Project Officers, 5 no. of Computer Assistants, MIES Officer, 3 no. of Accounts Assistants, 2 no. of Clerk cum Storekeepers** and 5 no. of **Multipurpose Helpers** are to be made on contract basis.

C) Post created in terms of G.O. NO. 1179/MA/O/C-10/3A-31/2008 dt.16.12.2008

As per above G.O. 18 no. of posts have been sanctioned for Different Cells of SUDA. Out of the total posts the post of **Computer Assistant under Socio Economic Survey and Planning Cell, Computer Assistant under Poverty Alleviation and Livelihood Development, Computer Assistant under Technical Cell, 1 no. of Computer Assistant under e-Governance** and the post of **Deputy Director (Projects) & Deputy Director (S.D.) under General Administration** have already been filled up. The post of **Project Director, 3 no. of Asstt. Project Directors under Health Scheme, MIS Officer under Socio Economic Survey and Planning Cell, Poverty Expert under Poverty Alleviation and Livelihood Development, Programme Engineer & Deputy Programme Engineer under Technical Cell, System Analyst & 1 no. of Computer Assistant under e-Governance, Cashier under Finance and Accounts** and the post of **Deputy Director (Admn.) under General Administration** are remaining vacant.

Cont.....

Agenda-R**ESTABLISHMENT OF STATE URBAN DEVELOPMENT AGENCY****A) Post created in terms of G.O. NO. 736 (H)/C-10/2A-1/95 dt.04.12.1995**

| Sl. No. | Name of the post | No. of post | Scale of pay (Unrevised) | Present position | Method for Recruitment |
|---------|------------------------------------|-------------|--------------------------|------------------|--|
| 1 | Social Survey-cum-Planning Officer | 1 | Not mentioned | Vacant | Not mentioned |
| 2 | Marketing Survey Officer | 1 | Not mentioned | Vacant | Not mentioned |
| 3 | Junior Accounts Officer | 1 | 1640-3635 | Vacant | By deputation from not below the rank of Jr. A.O. of the Fin. Dept |
| 4 | Head Clerk | 1 | 1390-2970 | Vacant | Deputation |
| 5 | Stenographer | 1 | 1260-2610 | Vacant | Direct recruitment or deputation |
| 6 | U.D.Clerk | 1 | 1260-2610 | Vacant | Contractual |
| 7 | L.D. Clerk | 1 | 1040-1920 | Vacant | Not mentioned |
| 8 | Typist | 1 | 1040-1920 | Vacant | Not mentioned |
| 9 | Peon | 4 | 800-1265 | Vacant | Direct Recruitment |

B) Post created in terms of G.O. NO.86/MA/P/C-10/3S-51/2003 dt.22.01.2004

| Sl. No. | Name of the post | No. of Post | Scale of pay (Contractual) | Present position | Method for Recruitment |
|---------|-----------------------|-------------|----------------------------|------------------|------------------------|
| 1 | Computer Assistant | 5 | Rs.6000/- | Vacant | On contract basis |
| 2 | MIES Officer | 1 | Rs.15000/- | | |
| 3 | Accounts Assistant | 3 | Rs.6000/- | | |
| 4 | Clerk cum Storekeeper | 2 | Rs.6000/- | | |
| 5 | Multipurpose Helper | 5 | Rs.4000/- | | |

reated in terms of G.O. NO. 1179/MA/O/C-10/3A-31/2008 dt.16.12.2008

| Name of the post | | Number of post | Scale of pay | Present position | Method for Recruitment |
|--|---------------------------------|----------------|----------------|------------------|----------------------------------|
| Health | (i) Project Director | 1 | Rs.12000-18000 | Vacant | On contract basis |
| | (ii) Assistant Project Director | 3 | Rs.8000-13500 | Vacant | On contract basis |
| Socio Economic Survey and Planning Cell | (i) MIS Officer | 1 | Rs.8000-13500 | Vacant | On contract basis |
| Poverty Alleviation and Livelihood Development | (i) Poverty Expert | 1 | Rs.10000-15525 | Vacant | On contract basis |
| Technical Cell | (i) Programme Engineer | 1 | Rs.12000-18000 | Vacant | On deputation /contract basis |
| | (ii) Deputy Programme Engineer | 1 | Rs.10000-15525 | Vacant | On deputation /contract basis |
| e-Governance | (i) System Analyst | 1 | Rs.8000-13500 | Vacant | On contract basis |
| 6 Finance and Accounts | (i) Cashier | 1 | Rs.4000-8850 | Vacant | On contract basis |
| 7 General Administration | (i) Deputy Director (Admn.) | 1 | Rs.10000-15525 | Vacant | In cadre post of W.B.C.S. (Exe.) |

d) Post created in terms of G.O. NO. 659/MA/N/C-10/3S-34/90 Pt. V dt.17.06.2008

| Sl. No. | Name of the post | No. of post | Scale of pay (Revised) | Present position | Method for Recruitment |
|---------|----------------------------|-------------|------------------------|------------------|------------------------|
| 1 | Poverty Monitoring Officer | 22 | Rs.18215/- | Vacant | On contract basis |
| 2 | Computer Assistant | 18 | Rs.10785/- | Vacant | On contract basis |
| 3 | Multi-purpose Helper | 17 | Rs.7979/- | Vacant | On contract basis |

Placed for information

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.....Memo No.SUDA-433/2008/1537

তারিখ.....13.08.2010

Sub: Regarding acceptance of resignation letter

After due consideration of the resignation letter dated 09.08.2010 submitted by Dr. Sumit Talukdar, Assistant Project Officer, Health Wing, SUDA it is stated that State Urban Development Agency has no objection to release Dr. Talukdar on 31.08.2010.

This is in relaxation of the condition mentioned in his contractual appointment order.

Sd/-

Director

Memo No.SUDA-433/2008/1537/(5)/1

13.08.2010

Copy forwarded for information and necessary action to:-

1. Financial Adviser, SUDA
2. Project Officer, Health Wing, SUDA
3. Administrative Officer, SUDA
4. Finance Officer, SUDA
5. Dr. Sumit Talukdar, Assistant Project Officer, Health Wing, SUDA

Director

Submitted to FA, SUDA
on 16.6.10

Status of Manpower against the sanctioned post at Health Wing, SUDA

A) Central Co-ordinating Cell (CCC) at SUDA under HHW Scheme

(As per communication of Dept. of Municipal Affairs bearing no. 86/MA/P/C-10/3S-51/2003 dt. 22nd January, 2004)

| Sl. No. | Name of Post | No. of Post | Present Status of Manpower | | Remarks |
|---------|-----------------------|-------------|----------------------------|------------|--|
| | | | No. in-position | No. vacant | |
| 1 | Consultant | 1 | Nil | 1 | - |
| 2 | Project Officer | 1 | 1 | Nil | PO of SUDA is looking after this scheme. |
| 3 | Medical Specialist | 2 | Nil | 2 | APOs, Health, SUDA are looking after this scheme. |
| 4 | CD Specialist | 1 | Nil | 1 | - |
| 5 | Accounts Officer | 1 | Nil | 1 | FO, Health, SUDA is looking after this scheme. |
| 6 | MIES Officer | 1 | Nil | 1 | - |
| 7 | Data Entry Operator | 1 | 1 | Nil | Engaged on contract on consolidated remuneration, looking after not only HHW Scheme but also other six Urban Health Programmes i.e. CUDP III, CSIP, IPP-VIII, IPP-VIII (Extn.), RCH Sub-Project, Asansol and CBPHCS. |
| 8 | Clerk cum Storekeeper | 1 | Nil | 1 | - |
| 9 | Attendant | 1 | Nil | 1 | - |

B) Management & Supervision Cell at SUDA under the Community Based Primary Health Care Services (CBPHCS) Programme

| Sl. No. | Name of Post | No. of Post | Present Status of Manpower | | Remarks |
|---------|------------------------|-------------|----------------------------|------------|---|
| | | | No. in-position | No. vacant | |
| 1 | Project Officer | 1 | 1 | - | Engaged on contract on consolidated remuneration, looking after all the Urban Health Programmes |
| 2 | Asstt. Project Officer | 4 | 3 | 1 | Do |
| 3 | Finance Officer | 1 | 1 | - | Do |
| 4 | MIES Officer | 1 | - | 1 | - |
| 5 | Accounts Assistant | 3 | - | 3 | - |
| 6 | Computer Assistant | 5 | - | 5 | Data Entry Operator of HHW Scheme is also entrusted with the job of the scheme. |
| 7 | Clerk cum Storekeeper | 2 | - | 2 | - |
| 8 | Multipurpose Helper | 5 | 1 | 4 | Engaged by SUDA through agency on daily rate basis. |

Sub : Recruitment of man-power at State Headquarter level at SUDA for implementation of CBPHC services in 63 Non-KMA ULBs.

The observation of the H & FW Department at NSP 14 and the observation of the Finance Department at NSP 16 may kindly refer.

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- 4. Dr. Subir Roy, SIO of NIC as Expert for the post of Computer Assistant - Member
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- 7. Project Officer (Health), SUDA - Member Convener

Submitted.

S, 18-9-07

(Joint Secretary)

~~Pr. Secretary~~

*0-1-2011 1179/28907
Pr. Secy*

*m/c
Pr. Secy*

*nots from m/c
The minimum qualification can be made as advised by finance Dept. The suggested selection procedure can be agreed to.*

*code
24/9/07*

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

№ 86/MA/P/C-10/3S-51/2003

Dated Kolkata the 22nd January, 2004.

From : B.K.Saha, I.A.S.

Joint Secretary to the Government of West Bengal.

To : The Principal Accountant General (A&E), West Bengal,
Treasury Buildings, Kolkata - 700001.

Sub : Implementation of a pilot Project with DFID assistance to launch the Honorary Health Worker Scheme in 11 Municipalities viz. Cooch Behar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupore, Kalna, Krishnanagar and West Midnapore.

Sir,

I am directed to state that a pilot project with DFID support to extend the Honorary Health Worker Scheme in 11 Municipalities outside KMDA area has been approved by the Government of India vide their letter no.L-19012/46/02 dated 2.12.2003. The project will basically involve Selection/Training and deployment of Honorary Health Worker @ one per 200 B.P.L. households for providing mother child care on IPP pattern. It has been decided to set up ~~of~~ a Central Coordinating Cell at SUDA and a Municipal Management Cell at each of the 11 Municipalities to coordinate and implement the project. The entire funding for the project will be provided by DFID for one year, likely to be extended for five years.

2. After careful consideration of the matter the Governor has now been pleased to accord the administrative approval to the DFID funded pilot project to extend Honorary Health Worker Scheme in 11 Municipalities viz. Cooch Behar, Jangipore, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupore, Kalna, Krishnanagar and West Midnapore and to create a Central Coordinating Cell at SUDA and a Municipal Management Cell in each of the aforesaid Municipalities as per Annexure-'A' and Annexure-'B' for one year for the present with effect from 1.2.2004. The engagement of personnel in the Municipal Management Cell will be made in accordance with the manner prescribed in the booklet in Bengali circulated to them.

3. The Honorarium liabilities against all the posts of the Central Coordinating Cells at SUDA as well as the Municipal Management Cells will be borne out of the project fund to be provided by DFID.

4. This order issues with the concurrence of the Finance Department vide their U.O.No.G-299 dated 15.1.2004.

5. All concerned have been informed.

Yours faithfully,



Joint Secretary
to the Govt. of West Bengal.

№ 86/1(3)/MA/P/C-10/3S-51/2003 Dated Kolkata the 22nd January, 2004.

Copy forwarded to the :

1. Finance Department (Group 'G') of this Government.
2. Treasury Officer, _____, P.O. _____, Dist. _____
3. Principal Secretary, Health & Family Welfare Department of this Government.
- for information / necessary action.

[Signature]
Joint Secretary.

№ 86/2(10)/MA/P/C-10/3S-51/2003 Dated Kolkata the 22nd January, 2004.

Copy forwarded for guidance / necessary action / information to :

1. District Magistrate _____,
P.O. _____, District _____.
2. Chairperson, _____ Municipality,
p.O. _____, District _____.
3. Director of Local Bodies, Bikash Bhavan, Salt Lake, Kolkata - 91.
4. Project Manager, Change Management Unit, SUDA.
5. Project Officer, Health, SUDA.
6. Director, SUDA, Salt Lake,
7. Shri Rajeev Dube, Special Secretary (Project) and Programme Director, SIP & HSDI, Department of Health & Family Welfare, Government of West Bengal, GN-29, Bidhannagar.
8. Shri Shibi Jose, Assistant programme Officer, DFID, British High Commission, B-29, Tara Crescent, Qutab Institutional Area, New Delhi - 16.
9. P.S. to Minister-in-Charge / Minister-of-State of this Department.
10. P.A. to Secretary of this Department.

[Signature]
Joint Secretary.

[Signature]

Central Co-ordinating Cell (CCC) at SUDA

[Enclosure to G.O. No. 86/MA/P/C-10/3S-51/2003

Dated, Kolkata, the 22nd January, 2000

| Sl. No. | Category of Personnel | Qualification | Experience | No. of Post Required | Person already in place | Person to be procured | Scale of Pay (In Rs.) (If deputed from Govt.) | Consolidated Pay per month (In case of contractual engagement) |
|---------|------------------------|--|--|----------------------|-------------------------|-----------------------|--|--|
| 1. | Consultant | MBBS from recognised University | Should have expertise in foreign assisted community based health programmes centred through HHW system for plan formulation, implementation including training, MIES & I.E.C., overall management along with preparation of project completion report at least for 10 years. | 1 | Nil | 1 | Scale - 19 14300-4000-18300 If on deputation | 14,300/- |
| 2. | Project Officer | -Do- | Should have intimate knowledge regarding planning, implementation, monitoring & supervision of Maternity & Child Health, Reproductive Health, Public Health and adequate experience of running similar type of community based health projects in the municipalities. | 1 | Nil | 1 | Scale - 18 12000-375-18000 If on deputation | 12,000/- |
| 3. | Medical Specialist | -Do- | Should have field experience of supervision, monitoring & training in similar type of projects | 2 | Nil | 2 | Scale - 17 10000-325-15525 If on deputation | 10,000/- |
| 4. | CD Specialist | Bachelor degree from recognised University | Should have adequate knowledge of community based programme/community participation, need assessment, experience in working with community based health programme. | 1 | Nil | 1 | -Do- If on deputation | 10,000/- |
| 5. | Accounts Officer | -Do- | Should have knowledge of accounting in State Govt./Central Govt./autonomous body. Adequate experience in handling accounts independently in similar type of projects. | 1 | Nil | 1 | Scale - 16 8000-275-13500 If on deputation | 8000/- |
| 6. | MIES Officer | -Do- | Should have knowledge in handling Information System & Analysis/Progress reporting in State Govt./Central Govt./autonomous body. Adequate experience in Health Information System. | 1 | Nil | 1 | -Do- | 8000/- |
| 7. | Data Entry Operator | -Do- and Course in Computer Technology | Should have knowledge in Data Entry. | 1 | Nil | 1 | Scale - 6 3350-90-3800-6325 If on deputation | 3350/- |
| 8. | Clerk cum Store keeper | Bachelor degree from recognised University | Should have adequate knowledge and experience in office work in State Govt./Central Govt./autonomous body. | 1 | Nil | 1 | -Do- If on deputation | 3350/- |
| 9. | Attendant | School Final | Should have adequate knowledge and experience in office work. | 1 | Nil | 1 | Scale - 1 2650-55-4175 If on deputation | 2650/- |



Joint Secretary

Status of Manpower against the sanctioned post at Health Wing, SUDA

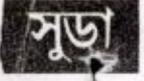
A) Central Co-ordinating Cell (CCC) at SUDA under HHW Scheme

(As per communication of Dept. of Municipal Affairs bearing no. 86/MA/P/C-10/3S-51/2003 dt. 22nd January, 2004)

| Sl. No. | Name of Post | No. of Post | Present Status of Manpower | | Remarks |
|---------|-----------------------|-------------|----------------------------|------------|--|
| | | | No. in-position | No. vacant | |
| 1 | Consultant | 1 | Nil | 1 | - |
| 2 | Project Officer | 1 | 1 | Nil | PO of SUDA is looking after this scheme. |
| 3 | Medical Specialist | 2 | Nil | 2 | APOs, Health, SUDA are looking after this scheme. |
| 4 | CD Specialist | 1 | Nil | 1 | - |
| 5 | Accounts Officer | 1 | Nil | 1 | FO, Health, SUDA is looking after this scheme. |
| 6 | MIES Officer | 1 | Nil | 1 | - |
| 7 | Data Entry Operator | 1 | 1 | Nil | Engaged on contract on consolidated remuneration, looking after not only HHW Scheme but also other six Urban Health Programmes i.e. CUDP III, CSIP, IPP-VIII, IPP-VIII (Extn.), RCH Sub-Project, Asansol and CBPHCS. |
| 8 | Clerk cum Storekeeper | 1 | Nil | 1 | - |
| 9 | Attendant | 1 | Nil | 1 | - |

B) Management & Supervision Cell at SUDA under the Community Based Primary Health Care Services (CBPHCS) Programme

| Sl. No. | Name of Post | No. of Post | Present Status of Manpower | | Remarks |
|---------|------------------------|-------------|----------------------------|------------|---|
| | | | No. in-position | No. vacant | |
| 1 | Project Officer | 1 | 1 | - | Engaged on contract on consolidated remuneration, looking after all the Urban Health Programmes |
| 2 | Asstt. Project Officer | 4 | 3 | 1 | Do |
| 3 | Finance Officer | 1 | 1 | - | Do |
| 4 | MIES Officer | 1 | - | 1 | - |
| 5 | Accounts Assistant | 3 | - | 3 | - |
| 6 | Computer Assistant | 5 | - | 5 | Data Entry Operator of HHW Scheme is also entrusted with the job of the scheme. |
| 7 | Clerk cum Storekeeper | 2 | - | 2 | - |
| 8 | Multipurpose Helper | 5 | 1 | 4 | Engaged by SUDA through agency on daily rate basis. |



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-34/2009/ 1915

22.10.2009

ক্রমিক নং.....

তারিখ.....

ORDER

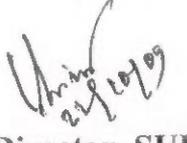
Consequent upon revision of Pay and Allowances under the W.B.S. (ROPA) Rules, 2009, Pay of following contractual officers have been revised in the Pay Scale with Fixed Basic Pay with effect from 01.09.2009 as follows:-

| Sl. No. | Name of the Officers | Consolidated Pay as on 01.09.2009 | Revised Consolidated Pay as on 01.09.2009 | Remarks |
|---------|---|-----------------------------------|---|---|
| 1. | Dr. Shibani Goswami, Project Officer (CBPHCS) | Rs.22,000/- | Rs.29,232/- | Fixed Band Pay -- 9,000/- -- 40,500/- plus fixed Grade Pay of Rs.6,600/- plus fixed D.A. @ 16%. |
| 2. | Dr. Gargi De, Asst. Project Officer (CBPHCS) | Rs.15,000/- | Rs.23,525/- | Fixed Band Pay -- 9,000/- -- 40,500/- plus fixed Grade Pay of Rs.5,400/- plus fixed D.A. @ 16%. |
| 3. | Dr. Sumit Talukdar, Asst. Project Officer (CBPHCS) | Rs.15,000/- | Rs.23,525/- | |
| 4. | Dr. Sunanda Basu, Asst. Project Officer (CBPHCS) | Rs.15,000/- | Rs.23,525/- | |
| 5. | Sri Dipankar Chowdhury, Finance Officer (CBPHCS) | Rs.15,000/- | Rs.23,525/- | |
| 6. | Sri Achintya Saha, MIES Officer (CBPHCS) | Rs.15,000/- | Rs.23,525/- | |

Pay of Dr. Shibani Goswami has been fixed at Rs.29,232/- [Band Pay – Rs.18,600/- (fixed) + Grade Pay – Rs.6,600/- (fixed) + Admissible D.A. - Rs.4,032/- (fixed)] w.e.f. 01.09.2009. Pay of other 05 (five) nos. of officers have been fixed at Rs.23,525/- [Band Pay – Rs.14,880/- (fixed) + Grade Pay – Rs.5,400/- (fixed) + Admissible D.A. - Rs.3,245/- (fixed)] w.e.f. 01.09.2009.

No other benefits will be allowed to them.

The overdrawal, if any, on the above fixation shall be recovered forthwith.


Director, SUDA

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

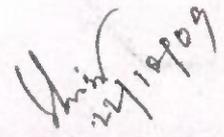
Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : dirsudawb@yahoo.com

Account Section : 2358 6408

SUDA - 34/2009/1915/1 (12)
Copy forwarded for information and necessary action to :-

dt. 22.10.09

1. The P.A. to the Secretary, Municipal Affairs Department, Govt. of West Bengal, Writers' Building, Kolkata- 700 001.
2. Joint Director of Health Services, Health Department, Govt. of West Bengal, Swasthya Bhawan, Sector-V, Salt Lake City, Kolkata-700 091.
3. Financial Advisor, SUDA
4. Finance Officer, SUDA
5. Establishment Section, SUDA
6. Cashier, SUDA
7. Dr. Shibani Goswami, Project Officer (CBPHCS)
8. Dr. Gargi De, Asst. Project Officer (CBPHCS)
9. Dr. Sumit Talukdar, Asst. Project Officer (CBPHCS)
10. Dr. Sunanda Basu, Asst. Project Officer (CBPHCS)
11. Sri Dipankar Chowdhury, Finance Officer (CBPHCS)
12. Sri Achintya Saha, MIES Officer (CBPHCS)


22/10/09
Director, SUDA

To
The Director,
State Urban Development Agency
ILGUS Bhawan
HC Block, Sector-III
Salt Lake City, Kolkata-700091

(Through Proper Channel)

Forwarded.
S. S. S. S. S.
01-10-09.

Sub: Joining letter for the post of Assistant Project Officer.

Ref.: Order issued by SUDA, Vide No. SUDA-434/2008/1788
dt. 17/09/2009

Respected Madam,

I, Dr. Gargi De, am grateful to you for granting me the Extension for the post of Assistant Project Officer at SUDA.

I am rejoining in the above mentioned post from 01/10/2009 (forenoon).

This is for your kind information and further necessary action please.

Thanking you,

Yours faithfully,
Gargi De
(DR. GARGI DE)
Assistant Project Officer
Dated : 01/10/2009

To
The Director,
State Urban Development Agency
ILGUS Bhawan
HC Block, Sector-III
Salt Lake City, Kolkata-700091

(Through Proper Channel)

ForWARDED
SUNANDA BASU
01.10.09

Sub: Joining letter for the post of Assistant Project Officer.

Ref: Order issued by SUDA, Vide No. SUDA-430/2008/1755
dt. 17/09/2009.

Respected Madam,

I, Dr. Sunanda Basu , am grateful to you for granting me the Extension for the post of Assistant Project Officer at SUDA.

I am rejoining in the above mentioned post from 01/10/2009
(forenoon)

This is for your kind information and further necessary action please.

Thanking you,

Yours faithfully,

Sunanda Basu.

(DR. SUNANDA BASU)

Assistant Project Officer

Dated : 01/10/2009

To
The Director,
State Urban Development Agency
ILGUS Bhawan
HC Block, Sector-III
Salt Lake City, Kolkata-700091

Forwarded
2/10/09
01.10.09

(Through Proper Channel)

Sub: Joining letter for the post of Assistant Project Officer

Ref: Order issued by SUDA, Vide No. SUDA-433/2008/1762
dt. 17/09/2009

Respected Madam,

I, Dr. Sumit Talukdar , am grateful to you for granting me the Extension for the post of Assistant Project Officer at SUDA.

I am rejoining in the above mentioned post from 01/10/2009 (forenoon)

This is for your kind information and further necessary action please.

Thanking you,

Yours faithfully,

Sumit Talukdar 1.10.09
(DR. SUMIT TALUKDAR)
Assistant Project Officer
Dated : 01/10/2009

To
The Director,
State Urban Development Agency
ILGUS Bhawan
HC Block, Sector-III
Salt Lake City, Kolkata-700091

(Through Proper Channel)

Forwarded
SUDAM
01-10-09

Sub: Joining letter for the post of MIES Officer.

*Ref.: Order issued by SUDA, Vide No. SUDA-465/2008/1774,
dated 17/22.09.2009.*

Respected Madam,

I am grateful to you for granting me the further extension of Six Months for the post of MIES Officer at SUDA.

I am rejoining in the above mentioned post on forenoon of today (i.e. 01.10.2009)

This is for your kind information and further necessary action please.

Thanking you,

Dated : 01.10.2009
Place : Kolkata

Yours faithfully,



(ACHINTYA SAHA)
MIES Officer, SUDA

Date : 01.10.2009

From : Shri Sasanka Sekhar Marik
Data Entry Operator, SUDA

To : The Director
State Urban Development Agency (SUDA)
HC Block, Sector - III,
Salt Lake, Kolkata - 700 106.

Forwarded
Sasanka Sekhar Marik
01.10.09

Sub. : Submission of Joining Report in respect of self.

Respected Madam,

In obedience to your memo no. SUDA-243/2007/1756/1(5) dt. 17.09.2009, I have joined my duty as Data Entry Operator, SUDA on 1st October, 2009 at Forenoon.

I am therefore to request your kind honour to accept my joining report & oblige.

Thanking you.

Yours faithfully,

Sd/-

[Shri Sasanka Sekhar Marik]

Copy forwarded to :

The Project Officer, Health Wing, SUDA
- for kind information and necessary action please.

Sasanka Sekhar Marik

[Shri Sasanka Sekhar Marik]

To
The Director
State Urban Development Agency
ILGUS Bhawan, Salt Lake City
Kolkata - 700 091

[Through Proper Channel]

Sub. : Application for Leave.

Respected Madam,

This is to inform you that I, Sasanka Sekhar Marik, Data Entry Operator, Health, SUDA wishes to take out station leave from 05.10.2009 to 16.10.2009. I would be obliged to you if you kindly grant me leave for 12 days.

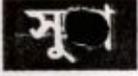
Thanking you.

Sasanka Sekhar Marik

Sasanka Sekhar Marik

Date : 01.10.2009

Forwarded
Sasanka
01.10.09.



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 - 465/2008/1774**



তারিখ..... **17.09.2009**
২২

ORDER

In continuation of Order No. SUDA-Health/63 ULBs/08/05(Pt-I)/1430 dated 08.12.2008, the tenure of service of Sri Achintya Saha, MIES Officer, Health Wing, SUDA, is further extended for a period of six months w.e.f. 01.10.2009 to 31.03.2010 on contract basis.

All other terms and conditions will remain the same as noted in the memo referred to above.

sdf
Director, SUDA

No. **SUDA-465/2008/1774/1(5)**

Dt. **17.09.2009**
২২

Copy forwarded for information and necessary action to :

- 1) The P.A. to the Secretary, Municipal Affairs Department, Kolkata - 700 001
- ✓ 2) Project Officer (Health), SUDA
- 3) Financial Adviser, SUDA
- 4) Finance Officer, SUDA
- 5) Sri Achintya Saha, P.O. & Vill. - Goaljan, Dist. - Murshidabad

Chint
Director, 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 - 460/2008/1776**

তারিখ **17.09.2009**

ORDER

In continuation of Order No. SUDA-Health/63 ULBs/08/05(Pt-I)/1416 dated 08.12.2008, the tenure of service of Sri Dipankar Chowdhury, Finance Officer, Health Wing, SUDA, is further extended for a period of six months w.e.f. 01.10.2009 to 31.03.2010 on contract basis.

All other terms and conditions will remain the same as noted in the memo referred to above.

sdf
Director, SUDA

No. **SUDA-460/2008/1776/1(5)**

Dt. **17.09.2009**
২২

Copy forwarded for information and necessary action to :

- 1) The P.A. to the Secretary, Municipal Affairs Department, Kolkata - 700 001
- 2) Project Officer (Health), SUDA
- 3) Financial Adviser, SUDA
- 4) Finance Officer, SUDA
- 5) Sri Dipankar Chowdhury, 110/18A, B.T. Road, Kolkata - 700 108

Chin
Director, SUDA

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 - 433/2008/1762

তারিখ 17.09.2009

ORDER

In continuation of Order No. SUDA-370/2008/994 dated 30.09.2008, the tenure of service of Dr. Sumit Talukdar, Assistant Project Officer, Health Wing, SUDA, is further extended for a period of six months w.e.f. 01.10.2009 to 31.03.2010 on contact basis.

All other terms and conditions will remain the same as noted in the memo referred to above.

Sd/-
Director, SUDA

No. SUDA-433/2008/1762/1(5)

Dt. 17.09.2009

Copy forwarded for information and necessary action to :

- 1) The P.A. to the Secretary, Municipal Affairs Department, Kolkata - 700 001
- ✓ 2) Project Officer (Health), SUDA
- 3) Financial Adviser, SUDA
- 4) Finance Officer, SUDA
- 5) Dr. Sumit Talukdar, Kowgachi (Near Nabani), Shyamnagar, 24 PGS(N)

Director, 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 - 430/2008/ 1755

তারিখ 17-09-2009

ORDER



In continuation of order No. SUDA - 370/2008/989 dated 30.09.2008, the tenure of service of Dr. Sunanda Basu, Assistant Project Officer, Health Wing, SUDA, is further extended for a period of six months w.e.f.1.10.2009 to 31.03.2010 on contact basis.

All other terms and condition will remain the same as noted in the memo referred to above.

SDB
Director, SUDA

No: SUDA- 430/2008/ 1755/1(5)

Dt. 17-09-2009

Copy forwarded for information and necessary action to :

- 1) The P.A. to the Secretary, Municipal Affairs Department, Kolkata – 700 001
- ✓ 2) Project Officer (Health), SUDA
- 3) Financial Adviser, SUDA
- 4) Finance Officer, SUDA
- 5) Dr. Sunanda Basu, 16A, Satchasi Para Lane, Kolkata – 700 036

[Signature]
Director, SUDA



Chlohn

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 - 434/2008/**

তারিখ **17.09.2009**

ORDER

In continuation of Order No. SUDA-370/2008/993 dated 30.09.2008, the tenure of service of Dr. Gargi De, Assistant Project Officer, Health Wing, SUDA, is further extended for a period of six months w.e.f. 01.10.2009 to 31.03.2010 on contract basis.

All other terms and conditions will remain the same as noted in the memo referred to above.

sdf
Director, SUDA

No. **SUDA-434/2008/ 1798/1(3)**

Dt. **17.09.2009**

Copy forwarded for information and necessary action to :

- 1) The P.A. to the Secretary, Municipal Affairs Department, Kolkata - 700 001
- 2) Project Officer (Health), SUDA
- 3) Financial Adviser, SUDA
- 4) Finance Officer, SUDA
- 5) Dr. Gargi De, B-6, Kali Chatterjee Avenue, Garia, Kolkata - 700 084

Chlohn
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”, HC Block, Sector-III, Bidhannagar, Kolkata 700 106, West Bengal

SUDA- 370/8/993

30.09.2008

ক্রমিক নং

তারিখ

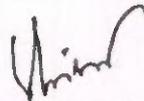
ORDER

Dr. Gargi De is appointed as Assistant Project Officer for the Health Wing of SUDA on contract up to the period of 31st March'2009, with effect from the date of her joining the post with a consolidated pay of Rs.15000/- (fifteen thousand only) per month. No other allowances like HRA or MA is permissible.

Contract of service may be revoked at any time by serving one months notice from either side without assigning any reason.

Admissibility of leave shall be governed by Rule 213 of WBSR, Part-I, during the period of contract only.

She is requested to report for joining the post before the undersigned within fifteen days from the date of receipt of the letter, failure of which may render cancellation of the order. After joining, her place of posting will be in the office of SUDA at ILGUS Bhavan, HC Block, Salt Lake, Kolkata-700 106.


Director, SUDA

SUDA- 370/8/993/1(6)

30.09.2008

Copy forwarded for information and necessary action to :

- 1) The PS to the MIC, Municipal Affairs Department & Urban Development Department, Govt. of West Bengal, Writers' Buildings, Kolkata-700 001.
- 2) The P.A to the Secretary, Municipal Affairs Department, Govt. of West Bengal.
- 3) Project Officer (Health), SUDA
- 4) Financial Adviser, SUDA
- 5) Finance Officer, SUDA
- 6) Smt. Gargi De, B-6, Kali Chatterjee Avenue, Garia, Kolkata- 700 084.


Director, SUDA

To
The Director
State Urban Development Agency
'GLGUS BHAVAN'
HC Block, Sector - III, Bidhannagar
Kolkata - 106, W.B.

(Through proper channel) *JSN/mm*
19.12.08

Sub: Joining report in the Post
of MIES officer. on 19.12.08.

Madam,

I have the honour to inform
you that as per your letter no.
SUPA-Health/63ULB/08/05/Pt-1/430, dated
08.12.08 I am joining in the post
of 'MIES officer' @ forenoon of
today (i.e. 19.12.08).

Hope you will be kind
enough to accept my joining and
will take necessary action.

Thanking you,

Kolkata
19/12/08

Accepted
Yours
04/01/09

Yours faithfully,
Achintya Saha
(ACHINTYA SAHA)



১০৭)

SUDA

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-Health/63 ULBs/08/05(Pt.-I)1430

তারিখ

08.12.2008

ORDER

Sri Achintya Saha is appointed as MIES Officer for the Health Wing of SUDA on contract upto the period of 31st March, 2009, with effect from the date of his joining the post with a consolidated pay of Rs. 15,000/- (Rupees Fifteen thousand) only per month. No other allowances like HRA or MA is permissible.

Contract of service may be revoked at any time by serving one months notice from either side without assigning any reason.

Admissibility of leave shall be governed by Rule 213 of WBSR, Part-I, during the period of contract only.

He is requested to report for joining the post before the undersigned within fifteen days from the date of receipt of the letter, failure of which may render cancellation of the order. After joining, his place of posting will be in the office of SUDA at ILGUS Bhavan, HC Block, Salt Lake, Kolkata – 700 106.

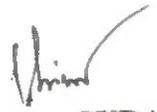

Director, SUDA

SUDA-Health/63 ULBs/08/05(Pt.-I)1430/1(1)

Dt. .. 08.12.2008

Copy forwarded for information and necessary action to :

- 1) The PS to the MIC, Municipal Affairs Department & Urban Development Department, Govt. of West Bengal, Writers' Buildings, Kolkata – 700 001.
- 2) The P.A. to the Secretary, Municipal Affairs Department, Govt. of West Bengal.
- 3) Project Officer (Health), SUDA
- 4) Financial Adviser, SUDA
- 5) Finance Officer, SUDA
- 6) Shri Achintya Saha, PO & Vill. – Goalijan, Dist. – Murshidabad, Pin. – 742 188.


Director, SUDA

Date: - 24/12/2008

To
The Director
State Urban Development Agency
ILGUS Bhavan, HC Block,
Sector – III, Bidhannagar,
Kolkata – 700 106

Sub: - Joining Report in the post of Finance Officer.

Received
24.12.08

Madam,

Thank you for your offer letter no. SUDA-Health/63ULBs/08/05(Pt-I)/1416 dated 08/12/2008 received by me on 19/12/2008.

I am joining the subject post with effect from this day i.e 24/12/2008 forenoon.

Kindly accept my joining.

Thanking you.

Yours faithfully

Dipankar Choudhury
(DIPANKAR CHOWDHURY) *24/12/08*

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- Health / 63ULB; / 08/05 (Pt-1) 1416

তারিখ

08.12.2008

ORDER

Sri Dipankar Chowdhury is appointed as Finance Officer for the Health Wing of SUDA on contract upto the period of 31st March, 2009, with effect from the date of his joining the post with a consolidated pay of Rs. 15,000/- (Rupees Fifteen thousand) only per month. No other allowances like HRA or MA is permissible.

Contract of service may be revoked at any time by serving one months notice from either side without assigning any reason.

Admissibility of leave shall be governed by Rule 213 of WBSR, Part-I, during the period of contract only.

He is requested to report for joining the post before the undersigned within fifteen days from the date of receipt of the letter, failure of which may render cancellation of the order. After joining, his place of posting will be in the office of SUDA at ILGUS Bhavan, HC Block, Salt Lake, Kolkata – 700 106.



Director, SUDA

SUDA- Health / 63ULB; / 08/05 (Pt-1) 1416 / 1(6)

Dt. .. 08.12.2008

Copy forwarded for information and necessary action to :

- 1) The PS to the MIC, Municipal Affairs Department & Urban Development Department, Govt. of West Bengal, Writers' Buildings, Kolkata – 700 001.
- 2) The P.A. to the Secretary, Municipal Affairs Department, Govt. of West Bengal.
- 3) Project Officer (Health), SUDA
- 4) Financial Adviser, SUDA
- 5) Finance Officer, SUDA
- 6) Shri Dipankar Chowdhury, 110/18A, BT Road, Kolkata – 700 108.



Director, SUDA

To

The Director

State Urban Development Agency

"GLGUS BHAVAN"

HC Block, Sector - III, Bidhanmagan

Kolkata - 106, W.B.

(Through proper channel) *[Signature]*
19.12.08

Sub: Joining report in the Post
of MIES officer on 19.12.08.

Madam,

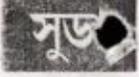
I have the honour to inform
you that as per your letter no.
SUPA-Health/63ULB/08/05/Pt-1/430, dated
08.12.08 I am joining in the post
of 'MIES officer' @ forenoon of
today (i.e. 19.12.08).

Hope you will be kind
enough to accept my joining and
will take necessary action.

Thanking you,

Kolkata
19/12/08

Yours faithfully,
Achintya Saha
(ACHINTYA SAHA)

**SUDA**

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

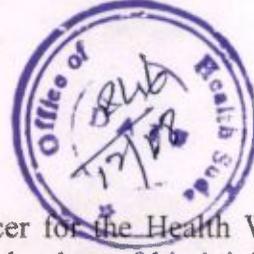
ক্রমিক নং

SUDA- Health / 630203 / 08/05 (Pt-1) 1416

তারিখ

08.12.2008

ORDER



Sri Dipankar Chowdhury is appointed as Finance Officer for the Health Wing of SUDA on contract upto the period of 31st March, 2009, with effect from the date of his joining the post with a consolidated pay of Rs. 15,000/- (Rupees Fifteen thousand) only per month. No other allowances like HRA or MA is permissible.

Contract of service may be revoked at any time by serving one months notice from either side without assigning any reason.

Admissibility of leave shall be governed by Rule 213 of WBSR, Part-I, during the period of contract only.

He is requested to report for joining the post before the undersigned within fifteen days from the date of receipt of the letter, failure of which may render cancellation of the order. After joining, his place of posting will be in the office of SUDA at ILGUS Bhavan, HC Block, Salt Lake, Kolkata – 700 106.

Director, SUDA

SUDA- Health / 630203 / 08/05 (Pt-1) 1416 / 1(6)

Dt. .. 08.12.2008

Copy forwarded for information and necessary action to :

- 1) The PS to the MIC, Municipal Affairs Department & Urban Development Department, Govt. of West Bengal, Writers' Buildings, Kolkata – 700 001.
- 2) The P.A. to the Secretary, Municipal Affairs Department, Govt. of West Bengal.
- 3) Project Officer (Health), SUDA
- 4) Financial Adviser, SUDA
- 5) Finance Officer, SUDA
- 6) Shri Dipankar Chowdhury, 110/18A, BT Road, Kolkata – 700 108.

Director, SUDA



part

SUDA

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-Health/63 ULBs/08/05(Pt.-I) 14/6

তারিখ

08.12.2008



ORDER

Sri Dipankar Chowdhury is appointed as Finance Officer for the Health Wing of SUDA on contract upto the period of 31st March, 2009, with effect from the date of his joining the post with a consolidated pay of Rs. 15,000/- (Rupees Fifteen thousand) only per month. No other allowances like HRA or MA is permissible.

Contract of service may be revoked at any time by serving one months notice from either side without assigning any reason.

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He is requested to report for joining the post before the undersigned within fifteen days from the date of receipt of the letter, failure of which may render cancellation of the order. After joining, his place of posting will be in the office of SUDA at ILGUS Bhavan, HC Block, Salt Lake, Kolkata – 700 106.

Ed.
Director, SUDA

SUDA-Health/63 ULBs/08/05(Pt.-I) 14/6 /1(1)

Dt. .. 08.12.2008

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- 1) The PS to the MIC, Municipal Affairs Department & Urban Development Department, Govt. of West Bengal, Writers' Buildings, Kolkata – 700 001.
- 2) The P.A. to the Secretary, Municipal Affairs Department, Govt. of West Bengal.
- 3) Project Officer (Health), SUDA
- 4) Financial Adviser, SUDA
- 5) Finance Officer, SUDA
- 6) Shri Dipankar Chowdhury, 110/18A, BT Road, Kolkata – 700 108.

Whim
Director, SUDA

State Urban Development Agency, Health Wing, West Bengal

Sub. : Selection of Finance Officer (2 nos.) and MIES Officer (1 no.)
under Community Based Primary Health Care Services in 63
Non-KMA ULBs.

As per decision of the 1st meeting of Selection Committee held on 02.04.2008,
written test for both the post of Finance Officer and MIES Officer was held at
SUDA on 26.09.2008 at 11 a.m. and 3 p.m. respectively wherein 29 nos. of
candidates appeared for written examination for the post of Finance Officer and
46 nos. candidates for the post of MIES Officer. The score sheet obtained by
each of the candidate for both post are enclosed herewith.

1st 5 candidates according to written test score may be called for interview for the
post of MIES Officer (required no. - 1) and 1st 6 candidates according to written
test score may be called for interview for the post of Finance Officer (required
no. - 2).

If agreed, the said interview may be held on 18th November, 2008 at SUDA.

Submitted for kind approval.

Director, SUDA
EK
21/10/08

Goswami
20.10.08

We may prepare panel of 3 candidates.
~~Hence, we may call 10 for each post.~~ Hence,
10 candidates for each category of post may be
called for interviews.

Dir.
PO/H

B
22-10-08
as proposed.
Vikas
22/10/08

As per instruction of FA, SUDA & Director,
SUDA, we may call 10 candidates for
both the posts. The interview may be
held on 18th Nov. 2008 at SUDA.

Spl. Secy, MAO
Dr. Goswami

Goswami

22/10

As per instruction, interview of the candidates for both post will be held on 18.11.2008.

Accordingly, call letter is to be issued under the signature of Director, SUDA.

Draft letters are placed for signature.

Director, SUDA

[Signature]
24.10.08

Call letters have been signed by the u/s, as per verbal instruction of Dtn, SUDA and despatched.

[Signature]
24.10.08

As per discussion on date, draft letters to the members of the Committee for selection of both the posts of FO & MIBS are enclosed for perusal and approval. If approved, the letter may be issued under the signature of Member-Convener. Submitted.

Director, SUDA

PO(H)

[Signature]
03.11.08

As proposed.

Ushir
4/11/08

Letter issued.

Sub.: Engagement of Finance Officer and MIES Officer at M & S Cell, Health Wing, SUDA under Community Based Primary Health Care Services at 63 Non-KMA ULBS - approval thereof.

Community Based Primary Health Care Service programme in 63 Non-KMA ULBs with the approval of Dept. of Health & Family Welfare (DHFW) had been launched in February, 2006. Fund for this programme is being provided by DHFW and responsibility of implementation is vested with SUDA through the Dept. of Municipal Affairs

For the purpose, a Management & Supervision (M & S) Cell at Health Wing, SUDA has been established. As per communication of Dept. of MA bearing No. 1179/MA/C-10/3S-55/2005 Part dt. 28.09.07, the approved staff for this Cell are: Project Office (1) , APO (4) , Finance Officer(1) , MIES Officer (1) , Accounts Asst. (3) , Computer Asst. (5) , Clerk cum Store Keeper (2), Multipurpose helper (5) . For selection of the required staff ,two Committees have been constituted - one Committee for selection of PO, APO, FO and MIES Officer and the other for selection of Accts. Asst. , Computer Asst. , Clerk cum Store Keeper & Multipurpose Helper. vide Notification of Dept. of MA bearing no. 1391/MA/C-10/3S-55/2005 Part dt. 26.11.07. * *

PO and 3 nos. of APOs have already been selected and engaged.

Advertisement were floated in the local dailies i.e Ananda Bazar Patrika , The Telegraph and Ganashakti on 15 th January, 2008 for the post of FO and MIES Officer. 107 and 237 nos. of applications were received for the post of FO & MIES officer respectively. After preliminary screening, 64 candidates for the post of FO and 73 candidates for the post MIES were found eligible as per criteria and were called for written test on 26.09.2008 at SUDA. 29 candidates for post of FO and 46 candidates for the post of MIES officer appeared for written exam. On the basis score obtained in the written test , first 10 candidates for both the posts were called for an interview on 18.11.2008. The total marks were kept 100 (80 for written and 20 for Oral exam) for the post of FO and 150 (100 for written and 50 for Oral exam) for the post of MIES. The score sheet of the candidates for both the posts duly signed by the members of the selection Committee are placed at Flag "A" (for FO) & "B" (for MIES officer) wherein panel of first three candidates have been earmarked as per score secured.

SCIP

**CP-2

We may issue letter for engagement to the candidates appearing at number one position of the selection list for both the posts. If the said candidate fails to join for duty within the schedule period, we may call the candidate at the second position of the selection list and so on upto the third position.

Submitted for kind approval.

Dr. Goswami
27.11.08
may be approved. This relates to engagement of Finance Officer (one post) and MIES Officer (one post) for the Health wing of SUDA.

Umm
28/11/08

Umm
2/12/08

~~Director, SUDA~~

~~Secretary, HA Dept
&
Chairman, SUDA~~

~~Dir (SUDA)~~

~~PO (HA)~~

Draft letters for engagement of FO & MIES Officer are placed here with for signature, if approved. Letter no. may be allotted from office of SUDA.
Submitted.

Dr. Goswami
28.11.08

Necessary formalities in regard to the Contractual appointment of one F.O & one MIES Officer for the Health wing of SUDA have been made. So the appointment may be made in their favour as selected on merit basis and draft letters for engagement may be approved and issued.

Umm
11.12.08

Umm
11/12/08

~~Director, SUDA~~

~~OSD & to~~

~~10/12/08~~

~~Director (SUDA)~~

~~FO~~



১০৭)



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-Health/63 ULBs/08/05(Pt.-I)1430

তারিখ

08.12.2008

ORDER

Sri Achintya Saha is appointed as MIES Officer for the Health Wing of SUDA on contract upto the period of 31st March, 2009, with effect from the date of his joining the post with a consolidated pay of Rs. 15,000/- (Rupees Fifteen thousand) only per month. No other allowances like HRA or MA is permissible.

Contract of service may be revoked at any time by serving one months notice from either side without assigning any reason.

Admissibility of leave shall be governed by Rule 213 of WBSR, Part-I, during the period of contract only.

He is requested to report for joining the post before the undersigned within fifteen days from the date of receipt of the letter, failure of which may render cancellation of the order. After joining, his place of posting will be in the office of SUDA at ILGUS Bhavan, HC Block, Salt Lake, Kolkata – 700 106.

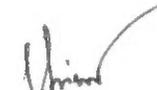

Director, SUDA

SUDA-Health/63 ULBs/08/05(Pt.-I)1430/1(1)

Dt. .. 08.12.2008

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- 2) The P.A. to the Secretary, Municipal Affairs Department, Govt. of West Bengal.
- 3) Project Officer (Health), SUDA
- 4) Financial Adviser, SUDA
- 5) Finance Officer, SUDA
- 6) Shri Achintya Saha, PO & Vill. – Goalijan, Dist. – Murshidabad, Pin. – 742 188.


Director, SUDA

So far my knowledge goes that there is no such file has been opened from this end.

However, 4 (Four) applications have been handed over to me on opening the box. These applications meant for appointment for the post of Asstt. Project Officer.

As per instruction, the same is put up in a file along with envelopes.

Abanik
08/07/08

Perhaps we have received one more application through post. Pl. place the same in the file. ~~And~~ Please note ~~the~~ down the names from whom applications have been received.

B
10-07-08

As ordered above.

The names of the candidates are noted in a scribbles below:-

- 1) Gangi De, Medical Specialist.
- 2) Dr. Samin Talukdar.
- 3) MERAJ KHALID.
- 4) Dr. Amit Kumar Das.

Besides the names as stated above, no such application has been received by this end.

Abanik
10/07/08

Necessary action may now be taken from the Health Wing.

B
10-07-08

P.O.(H)

State Urban Development Agency, Health Wing, West Bengal

- 2 -

Sub. : Selection of Assistant Project Officer under Community Based Primary Health Care (CBPHC) Services in 63 Non-KMA ULBs.

of original file.

Apropos NSP-5_A advertisement was made through Employment Notice No. 2/2008 in leading local dailies on 20.06.2008.

In response, only 4 candidates have applied. On preliminary scrutiny, it has been seen that one of the candidates is not a doctor and rest 3 do not strictly fulfill the criteria. Since the response is not to the desired level in spite of advertisement for the 2nd time, but there is urgency to fill up the posts, it may be considered to call the three candidates to appear before Selection Committee for interview to assess their suitability for the post. A draft letter to the interviewees is enclosed for signature, if approved.

Draft Letter in respect of conduct of interview by Selection Committee is enclosed for approval.

Submitted.

*Director, SUDA
PO (H)*

*[Signature]
14.7.08
Chairman
15/7/08*

Letter despatched.

[Signature]

Application for the post of APO has been received from Dr. Sundar ^{Banu} on 28.7.08. As we have 1 posts of APO to be filled in, ~~it~~ it may be considered to call her for appearing before the Selection Committee which is scheduled to be held on 14.8.08 at 4pm. Submitted.

*[Signature]
05.08.08*

PD. cmv

She may be called for interview

*ay
5/8*

As the timing of interview has been changed due to unavoidable circumstances, Draft letters accordingly are enclosed for signature.

The interview will also be intimated ~~through~~^{over} cell phone.

Director, SUDA

[Signature]
05.08.08

Moreover, application of Dr. Sushida Banerjee for the post of APO though reached after due date, P.D has approved her application (WS pre-page). She may be called for interview on 14.8.08 at 4 pm.

Draft letter is enclosed for signature if approved.

Director, SUDA

[Signature]
05.08.08

As instructed, the letters were issued under the signature of the U/S on behalf of Dir. SUDA.

[Signature]
05.08.08

Out of 4 candidates, 3 appeared before the Selection Committee at SUDA on 14.8.08 at 4. PM for the post of APO. Director, SUDA; Adviser (Health) SUDA and the undersigned were present in the selection process.

The individual score sheet as well as compiled score sheet are enclosed.

All the 3 candidates namely Dr. G. De, Dr. S. Talukder and Dr. S. Banerjee have been selected.

Approval may kindly be accorded in respect of engagement of Dr. G. Dc and Dr. S. Bana ~~may~~ ^{to be deployed} in the post of APO, at SUDA w.e.f 01.09.2008 and Dr. S. Talukdar w.e.f 01.10.2008 be deployed at Hooghly Divn.

Submitted.

[Signature]
18.08.08

may be approved. Dy. D.B. Bana. Sim. is being requested to provide office accommodation for Dr. S. Talukdar in his office.

may be approved
[Signature]
28/8

[Signature]
21/08/08

[Signature]
27/9/08
[Signature]
29/9

[Signature]
29/9

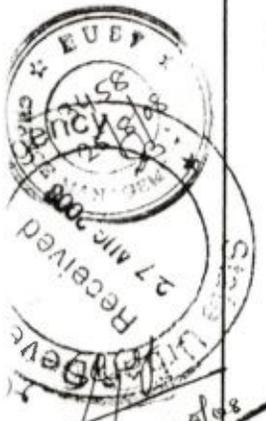
[Signature]
9/9

Appointment letter may be issued by the Administrative Cell of SUDA.

[Signature]
15.09.08

~~Director, SUDA~~

~~D. Anv & pl. Secy. M.A.D.~~



No. SUDA 85/08
28.08.2008

~~MJC Secy/M.A.~~



~~(AA)~~

~~Dir SUDA~~

~~PO(H)~~
11/9/08

Compiled Sheet

Selection for the post of APO under CBPHCS

Venue : SUDA Date : 14.08.2008 Time : 4.00 p.m.

| Sl. No. | Name of Candidate | Age | Qualification | Experience | Viva Voce | | Total | Remarks |
|---------|--------------------|-----|-------------------------------|--|-----------|---------------|-------|--|
| | | | | | RCH | Public Health | | |
| 1. | Dr. Gargi De | 42 | (10) MBBS (1990) 05 | (10) Working as Medical Specialist, SUDA 08 | 04.3 | 03.7 | 21.0 | Selected |
| 2. | Dr. Amit Kr. Das | 27 | MBBS (2005) | Working with NGO for Drug addicted individuals. Working with NGO for Organising Health Awareness Camp in Urban Slums of Kolkata | | | | Absent |
| 3. | Dr. Sumit Talukdar | 36 | MBBS, Doing DPH 08 | Zonal Coordinator in NLEP. 5 yrs. Service with international NGO. 04.7 | 02 | 05 | 19.7 | Computer knowledge (MS Office) Selected |
| 4. | Dr. Sunanda Basu | 39 | MBBS, DMCW (98-2000) 08 | Private Practitioner 04.7 | 03 | 03.3 | 19.0 | Basic knowledge of Computer Selected. |

Dr. Sunanda Basu
14.8.08
14.8.08

Selection for the post of APO under CBPHCS

Venue : SUDA

Date : 14.08.2008

Time : 4.00 p.m.

| Sl. No. | Name | Signature |
|---------|--------------------|------------------------|
| 1. | Dr. Gargi De | <i>Gargi De</i> |
| 2. | Dr. Amit Kr. Das | ABSENT |
| 3. | Dr. Sumit Talukdar | <i>Sumit Talukdar.</i> |
| 4. | Dr. Sunanda Basu | <i>Sunanda Basu.</i> |

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

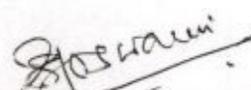
H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal

Ref No. SUDA-Health/63 ULBs/08/134 ^{05/} ~~11~~

Date ...14.07.2008

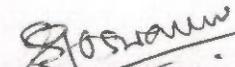
Sub. : Interview and selection of the candidates by Selection Committee for the post of Assistant Project Officer at M & S Cell at SUDA.

A meeting of the Selection Committee is scheduled on 14.08.2008 at SUDA Conference Hall at 11.00 a.m. to undertake interview and selection of the candidates for the post of Assistant Project Officer.


Project Officer, Health, SUDA
(Member Convener)

Copy forwarded for information with the request to attend the meeting :

1. Project Director, CMU, KUSP & Ex-officio Spl. Secretary - Chairman
2. Director, SUDA - Member
3. Joint Director of Health Services - Member
4. Dr. N.G. Gangopadhyay, Adviser, Health, SUDA - Member


Project Officer, Health, SUDA
(Member Convener)

Copy forwarded for kind information to :

Shri S.K. Sen, Programme Director, BHP & e.o. Special Secretary,
Dept. of Health & Family Welfare, Swasthya Bhawan, Salt Lake City with
the request to nominate Joint Director of Health Services as Expert
for the post of A.P.O., copy of notification as mentioned above
is enclosed herewith.


Project Officer, Health, SUDA
(Member Convener)

**STATE URBAN DEVELOPMENT
AGENCY, WEST BENGAL
ILGUS BHAVAN, HC BLOCK
BIDHANNAGAR, KOLKATA - 700 106**

EMPLOYMENT NOTICE NO. 2/2008

We need 4 Asst. Project Officers with 3 years experience on contract basis for 1 year.

- **1 for Hooghly Divn.**
- **1 for Japaiguri Divn.**
- **2 for Hq at Kolkata.**

The posts are purely temporary, but likely to continue.
Essential Qualification: MBBS with DPH, Age: 25-35 yrs.,
Monthly contractual remuneration Rs. 15,000/-.
Application in plain paper from eligible candidates should reach within 30th June, 2008.

DIRECTOR SUDA