

1

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF MUNICIPAL AFFAIRS

Cell-10

File No. MA/C-10/3S-55/2005

**Subject: Project Plan on Community Based Primary Health Care Services to
63 Non-KMA Urban Local Bodies**

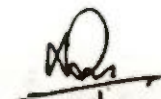
Since 1985 Community Based Primary Health Care in 64 Urban Local Bodies are being run under different Projects like CUDP-III, CDSIP, IPP-VIII (Extn), R.C.H. Sub Project at Asansol, DFID assisted HHW Scheme, These projects were initiated with special focus on the urban poor with the fund from the World Bank and DFID and with the involvement of Health & Family Welfare Department, Municipal Affairs Department and Urban Development Department. Thus out of total 126 ULBs 63 ULBs (41 in KMA and 22 in Non-KMA) have already been covered under the said projects. Presently the completed projects are continued and maintained by the State Government in the prespective of successful implementation of the aforementioned projects undertaken from time to time now the State Government has decided to extend the similar health care facilities to the entire population of the rest 63 Urban Local Bodies with special emphasis on urban poor. Accordingly, a Draft Project plan on Community Based Primary Health Care Service in 63 Non-KMA Urban Local Bodies has been prepared in consultation with the Health & Family Welfare Department (A copy of the Project Plan is placed below for kind perusal). The matter was also discussed by Principal Secretary, Health & Family Welfare Department with Minister-in-Charge, MA & UD Departments.

The project has been intended to be covered in three years. Estimated recurring, non-recurring expenditure in those three years shall be as follows:

Expenditure	1 st Year	2 nd Year	3 rd Year	Total
Non-recurring	1085.52	1238.13	379.75	2703.40
Recurring	708.80	1217.65	1199.83	3126.28
Grand Total	1794.32	2455.78	1579.58	5829.68

In the circumstances stated above the Project plan is referred to Principal Secretary, Health & Family Welfare Department for his Concurrence to Project Plan as placed in the file.

Pr. Secretary
Health & F.W. Department


Secretary

Department of Health & Family Welfare

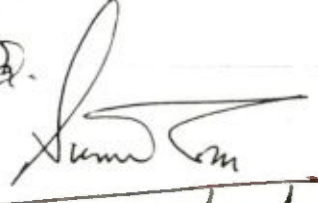
MIC may kindly see the notes of the Secretary, Municipal Affairs Department at nsp-1. A draft of urban health project for 63 urban local bodies was prepared and sent to the Finance Department by this department some time back. In a meeting between the MIC Health and MIC Finance where I was present it was suggested by me that this should be further developed in consultation with the Municipal Affairs Department. We have, over the last couple of months, had a detailed interaction that the Municipal Affairs Department and the said department has now revised the project plan which is placed in the file. We have examined the plan and are in the agreement with the same. I had an occasion to discuss the outline with the MIC, Urban Development Department some time back. MIC Health and Family Welfare Department may kindly see the plan and approve in principle. We will then send it to Finance Department for according approval.

2. This may be funded out of the State Budget. We have kept an entry in the DFID assisted HSDI for an urban health programme. We can accommodate this project worth about Rs.59 cr. in HSDI. We are negotiating a primary health project with the World Bank. We have also kept an entry for urban health programme in the project. A decision on this issue may be taken by the State Government at an appropriate level.


3. MIC may kindly approve.


(Dr. K.K. Bagchi)
Principal Secretary

MIC

Approved. 
23/12/05

Finance Dept may kindly agree.


26/12/05

~~Shri Samar Ghosh~~
~~Principal Secy,~~
~~Finance Dept.~~

May I draw the with
Secretary MA Dept?

3:
Note prepage.

The issue has since been discussed with Pr. Secy Finance.
Department.

The organizational structure including the manning pattern shall be reviewed and restructured appropriately to ensure proper and effective supervision and monitoring of the program.

May kindly see for approval.

Pr. Secretary
Finance Department

Dr
21/1/02

- 4 -

Finance Department

[HSDI(Urban Health/2/05)]

The Municipal Affairs (MA) Department has prepared a draft project plan on 'Community Based Primary Health Care Service in 63 non-KMA urban local bodies' in consultation with the Health and Family Welfare Department. We may accord our approval for the project except for one component- namely, 'required manpower at ULBs and State Headquarters level'. The MA Department may review this component of the project and come up with a revised proposal to the Finance Department for approval.

The project is similar to the one which is being implemented in 11 municipal towns under the DFID-assisted Honorary Health Workers (HHW) Scheme. It has been stated by the Health and Family Welfare Department that it would be possible to accommodate the expenditure for this project within the Health System Development Initiative (HSDI) Programme (assisted by DFID). It is felt that instead of treating it as a new scheme, it would be desirable to incur expenditure on account of this project out of the DFID-assisted HSDI Programme. The fund flow for this programme will depend on utilisation of fund. If fund released in the first year is not properly utilised, there will be reduced flow of fund in the second year. This project will be a good opportunity for better utilisation of fund under the HSDI programme, as the components of the project fit in well with the broad objectives of the HSDI programme. Moreover, if the project is covered under the HSDI Programme, then separate approval of the State Planning Board will not be necessary. Otherwise, if it is treated as a new scheme, then formal approval of the State Planning Board is necessary.

Submitted for orders.


(Samar Ghosh) 3/1/06

F.S. may discuss immediately

FM
F.S.

1 10-2
4.1.06

Discussed with F.M.

FM desires that the scheme should not be linked with Health System Development Initiative Programme. In that case, the expenditure for the scheme may be met from the head 2211-00-108-SF-005, with

~~the~~ Demand No 39 pertaining to the Municipal Affairs Deptt.

As similar scheme is running in other municipalities SPB has moved for past facts approval.

An amount of Rs 3 crore may be provided in this year's budget. (The amount has been proposed after consultation with M.A. Deptt.)

10/1/06

Approved.

d Ka
10.1.06

The file may be sent to H.A. Deptt, which will return it to H.R. Deptt after keeping necessary record for further action.

11/1/06

Discussed the entire issue with HIC, Health & F.W. and HEC, H.A. & U.D. in a meeting today when Principal Secy, Finance was present.

It has been decided that the project of decentralized health care, service with preventive health service and curative facilities in 63 non-Koraput municipalities will be implemented by the municipalities in full coordination with Health and F.W. Deptt.

Funds for the scheme budget will be provided to Health & F.W. Deptt for allocation to municipalities through the H.A. Deptt. Since this is a state-budgetary resource based project, a separate budget head in the budget for Health & F.W. will be identified in anticipation of this, we may agree to release Rs 3 crore immediately. 25/1/06

Principal Secy, F.W.

HIC Health & F.W.


FM
FS
DS(SD)
IS(Budget) A.P. 2.01.06
SC(HKD)

Department of Health & Family Welfare

Finance Secretary may kindly like to refer to our discussion over telephone. The following head of account for booking of expenditure relating to Urban Health Programme is suggested:

"2210 - 06 - Public Health - 800 - Other Expenditure - SP (Annual Plan & 10th Plan) - 002 - Improvement of Urban Health Services - 31 - Grants in Aid - 02 - Other Grant".

~~Shri Samar Ghosh,~~
~~Principal Secretary,~~
~~Finance Department~~


(Dr. K.K. Bagchi) 02/06
Principal Secretary

Department : HF Health & Family Welfare

Major Head(s) : 2210

Plan Status : SP State Plan (Annual Plan and Tenth Plan)

Notes & Orders :-

We may agree to release Rs.3,00,00,000/-
 (2210-06-800-SP-002-31-02 under D.NO.24)
 sd / --

(Asim Kumar Dasgupta, Minister-in-Charge, Finance
 Dept., Govt. of W.B.)

U.O. No. : 3085 ; Group : N

U.O. Date : 15/02/2006

FINANCE DEPARTMENT
 GROUP - N

U.O. No. 3085 dt. 15.02.06

To H&F Dpt.
 15.02.06
 M/Mama
 15/2/06
 S.O./Fin(B) RPH.

ED(Gen)
 16/02

Secy MA may see his notes dtd 2.1.06 and discuss the issue re: organizational structure with the F.D. for a solution of the problem.

Shri D. Som.

Secy MA

This issue has been discussed. It was decided that the organizational structure at the HQ level would be finalized very shortly in consultation with Health & F.W. Department. Regarding the manpower at ULB level, Pr. Secy Finance may kindly concur to the setup as proposed.

17/2/06.

Pr. Secy
 Finance

22

The organization structure ~~was~~ ^{is} ~~discussed~~ ^{discussed} & proposed as follows:-

1. Project Officer - 1
2. Asst. Project Officer - 10

[The area distribution is placed below.

This Asst. Project Officers can be from Medical Profession or Administrators (WBES officers) depending on availability and would be responsible for the program for the ULBs/ Districts allocated to them] .

3. Nutritionist/ - 10 with the same geographical duty allocation as for APOs.
Medical Officer

Wherever APO would be a non medical person, there can be a Medical officer instead of a Nutritionist.

4. F.O. - 1
5. Accounts Asst - 2
6. MIES Officer - 2
7. Computer Asst/ - 2
Statistical Asst.
8. Clerk cum Storekeeper - 2
9. Multipurpose Health Worker - 2

The above HQ setup may kindly be concurred to. The manning pattern would be in a phased manner to be done by end of 2006-07.

[Signature]
18/2/06

ely
The as to problem regarding
to compare at ULB level. The as
independently, reduced at H.P. 1.
As regards the set up as
... ..
... ..

will be for the day
the most qualified
to do the work and
the best way to do it.

John
1945

II

7

1 2

18/1/00

Secretary,
M. A. S.

John 1945

W

FM's orders at p-2 ante may kindly be seen.
Fr. Secy, H & FW Deptt. was requested to suggest
the head of account under which the expenditure
can be booked. A note dt 15/2/06 by
Secy has been received from the H & FW Deptt.
Any action may please be taken immediately.

15/2/06

JS (Budget)

no. 3085 dt: 18/02/06

Pt-I

11

Municipal Affairs Department

Principal Secretary, Health and Family Welfare Department may kindly like to refer the order dt. 18.02.2006 of the Finance Minister regarding requirement of manpower at State Headquarter level and also at ULB level for implementation of Community Based Health Programme in 63 non-KMA urban local bodies.

Regarding manpower at ULB level as mentioned below, the Finance Department appears to have "no problem". So the concerned ULBs is being informed by Municipal Affairs Department to engage personnel except Health Officer as per agreed norm.

Sl. No.	Name of Post	Total no. of Post for 63 ULBs
1.	Health Officer	63
2.	Medical Officer	42
3.	Data Resources Assistant	63
4.	Multipurpose Helper cum Storekeeper cum clerk	63
5.	Sanitary Inspector	67
6.	Health Assistant	126

But the point which needs mention here is that a proposal for recruitment of Health Officer in regular scale of pay through the West Bengal Public Service Commission is under active consideration of this department. Pending finalisation, it is proposed that the Health Officers may be engaged by the Municipal Affairs Department on contract on consolidated pay for six months renewable for further six months till the regular recruitment of Health Officer is made through the West Bengal Public Service Commission. Selection of such Health Officers to be engaged on contract basis is proposed to be made through the Selection Committee set up earlier by this department with approval of Finance Department for selection of such officers. Suggested recruitment qualification and consolidated pay for the post are mentioned hereunder :

1. Essential qualification : MBBS degree from recognised University

2. Experience : Knowledge in Community Health / Maternity and Child Health Programme.
3. Consolidated pay : Rs. 8000/- per month

The above qualification and pay were once approved by the Finance Department under its U.O. No. G 299 dt. 15.01.2004 for the post of Health Officer engaged for implementation of DFID assisted Honorary Health Worker Scheme. Selection of other personnel at ULB level is proposed to be made through Health & Family Welfare Committee set up at each ULB level.

2. As regards, the recruitment of manpower at State Headquarter level i.e. at SUDA level, Finance Department has agreed to approve the following posts with the condition that recruitment qualification and scales of pay of the posts would have to be finalised in consultation with Health and Family Welfare Department and then vetted by the Finance Department.

Manpower at State Headquarter level

Sl. No.	Name of Post	No. of Post
1.	Project Officer	1
2.	Asstt. Project Officer from WBCS (Exe.) / Asstt. Project Officer from Medical Profession	10
3.	Medical Officer/ Nutritionist	10
4.	Finance Officer	1
5.	Accounts Assistant	2
6.	MIES Officer	2
7.	Computer / Statistical Assistant	2
8.	Clerk-cum-Storekeeper	2
9.	Multipurpose Health Worker	2

Proposed recruitment qualification and scale of pay of the aforesaid posts are mentioned in a separate sheet annexed at 'A'.

Incidentally it may be mentioned that recruitment qualifications and scales of pay of the posts at Sl. nos. 1 (Project Officer), 6 (MIES Officer), 7 (Computer /

Statistical Assistant and no. 8 (Clerk-cum-Storekeeper) have been proposed on the basis of earlier orders issued by this department under No. 86/MA/P/C-10/3S-51/2003 dt. 23.1.2004 with the approval of Finance Department vide their U.O. No. G. 299 dt. 15.01.2004 for implementation of DFID assisted Honorary Health Worker Scheme in 11 municipalities. Since the recruitment qualification and scale of pay for the aforesaid posts had once been approved by the Finance Department in similar Health Scheme, there may be no objection to follow the same recruitment qualifications and scale of pay. Recruitment qualification & scales of pay for the remaining posts as suggested at Annexure -A may kindly be accepted by the Health and Family Welfare Department and vetted by the Finance Department.


Principal Secretary

Principal Secretary
Health & Family Welfare Deptt.

SS HKD
w/b
12/9/06

Notes prepages.

This is regarding the finalisation of the recruitment qualification and scale of pay in connection with Community based Primary Health Care Service in non-KMA Urban Local Bodies.

M.A. Department has approached us for our comments on the different posts as suggested at Annexure 'A', placed below, barring Project Officer, MIES Officer, Computer / Statistical Assistant and Clerk-cum-Storekeeper for which the issue have already been settled in consultation with Finance Department.

Regarding different category of Health Officers the qualification may be as follows:-

Technical Officer	-	MBBS preferably with MPH from any recognized University.
Project Officer	-	MBBS preferably with DPH from any recognized University working experience of 5 years.
Assistant P.O.	-	MBBS preferably with DPH / DMCW from any recognized University. Working experience of 3 years.
M.O.	-	MBBS from any recognized University.

The scales of pay as indicated in different category may be considered appropriate.

Regarding other category of posts we may not have any comment.

~~Add/c.s~~

~~Chad~~
19/7/07

~~Ca~~
10/7/07.

~~SS(Sen)~~

~~Pr Secy MA Dept.~~

This file along with orders above and linked files MA/C-10/35-55/2006 Pt II and MA/C-10/35-55/2005 Pt II are sent herewith for perusal and necessary action.

~~Adh~~
11/7/07.

I.O. No. 10/35-55/2006/103
dated 12.7.07

~~SS(Sen)~~

~~nd~~
12/7/07

File in duplicate sent here
TS(SB) MA Dept for pt see
M

comments to the N & FAW Dept
perhaps may kindly refer.

The Annex 'A' to this Dept showing
a post name, qualification & remuneration
may be seen at CP 34 & 33.

Now the file may be
sent to Finance Dept for consideration
regarding qualification and remuneration
package for the personnel to be
engaged at 300K as a unit.

Per J. Jeyaraj

14.8.07

Finance Dept may kindly
refer to their letter note and
order in ref 9210/14. In regards
to the posts at HA level the
recruitment qualification and scale 2
pay of holder in deputation or consultancy
pay in contractual appointment has been
specified in the statement of F/A
CP 33 & 34. The Health Dept has
agreed to the recruitment qualification
and scale 2 pay & Health officer note
their note in reply. As regards
other categories they are on the
same line as agreed to Finance Dept
for DFID assisted Honorary Health worker
scheme (letter order 23.1.04) as at CP 102
Finance Dept may kindly

Concur to the qualification and remuneration 2 personal to the level. This is urgently necessary to operationalise the scheme in 63 municipalities where the Honorary health workers have been selected and already trained.

sdh
17/9/07

Principal/Secretary
Finance Dept.

sdh

Recd 21/8/07

AS(BL) Dipankar

early please
23/8/07

Notes foregoing:

It appears that the proposed pay/scales of pay for the posts of Accounts Asstt., Computer/Statistical Asstt., Clerk-cum-Store Keeper and Multipurpose Helper do not seem to be commensurate with the suggested qualification for those posts. For the posts of Clerk-cum-Store Keeper the recruitment qualification should be School Final or equivalent. For the posts of Computer/Statistical Asstt. recruitment qualification should be H.S. with course in Computer Technology. For the post of Multipurpose Helper, the candidates should have knowledge to read and write Bengali/Nepali or at best read upto Class VIII. Otherwise, we may have no objection to the proposed recruitment qualification and proposed pay/scales of pay.

To

M.A. Dept.

Sd/- Samar Ghosh
6.9.07

Sachin Dasgupta

10.9.07

Section Officer, Fin. Dept.

(Audit) Department
Govt. of West Bengal
Gr. P (Service)

U.O. 3434
10/10/07

Gr

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.T. 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 22.04

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.

S 18.2.07
(Joint Secretary)

Pr. Secretary

note from mepep
The minimum qualification can be modified as advised by finance Dept. ~~we can~~ The suggested selection procedure can be agreed to. *work*
24/9/07

0.1.22 1179/28.9.07
A. Singh SADA
mfc
A. Singh SADA

Director, SCDA has been informed about the decision.

PI. put up draft for Notification to formation of Selection Committee.

S
2.11.07

S.O. (287)
JALSM
2/11/07

foregoing notes and orders as well as finance Dept's advice prepage which has been endorsed by the Jt. Secy. and M.J.C. of this dept. may kindly be recalled.

A draft notification as instructed by the Jt. Secy. above, has been placed below for approval and issue.

Jm.
21.11.07

Inamdul
21/11/07

S.O.
J.S.C. (287)

S
22.11.07

S.O. (287)

O.D. NO:- 1391. dt:- 26.11.07

Jm.
2/11/07

File called for in C/W.
M.J.C.'s meeting today.
Returned.

L 04/01/08

S.O.
(J.M.)

Jm.
2/11/08



Shri P. K. Pradhan, IAS

Ministry of Health & Family Welfare
GOVT. OF WEST BENGAL • KOLKATA 700 001
Phone: 2214 3678
Fax: 2214 3632

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D. O. No. 395-S/06

Dated, the 16th October, 2006

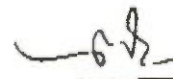
Dear Dr. Bagchi,

This is regarding the requirement of manpower both at State Headquarters and at ULB level for implementation of the Community Based Health Programme in the 63 urban local bodies. Vide my note of 2nd September, 2006, we had requested for concurrence of the Health and Family Welfare Department to the required qualification and scale of pay for various manpower to be provided for implementation of the project. After concurrence of Health and Family Welfare Department is received, the matter will be referred to Finance Department for their approval. Further action to select personnel can be taken only thereafter.

We are yet to receive the concurrence of the Health & Family Welfare Department for which the matter is being delayed. I shall be grateful if you could expedite clearance of the Health & Family Welfare Department to the above proposal.

With best regards

Yours sincerely,


16/10/06
(P. K. Pradhan)

Dr. Kalyan Bagchi, IAS
Principal Secretary,
Health & Family Welfare Department,
Government of West Bengal.

copy

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Municipal Affairs Department

Principal Secretary, Health and Family Welfare Department may kindly like to refer the order dt. 18.02.2006 of the Finance Minister regarding requirement of manpower at State Headquarter level and also at ULB level for implementation of Community Based Health Programme in 63 non-KMA urban local bodies.

Regarding manpower at ULB level as mentioned below, the Finance Department appears to have "no problem". So the concerned ULBs is being informed by Municipal Affairs Department to engage personnel except Health Officer as per agreed norm.

Sl. No.	Name of Post	Total no. of Post for 63 ULBs
1.	Health Officer	63
2.	Medical Officer	42
3.	Data Resources Assistant	63
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1. Essential qualification : MBBS degree from recognised University

2. Experience : Knowledge in Community Health / Maternity and Child Health Programme.
3. Consolidated pay : Rs. 8000/- per month

The above qualification and pay were once approved by the Finance Department under its U.O. No. G 299 dt. 15.01.2004 for the post of Health Officer engaged for implementation of DFID assisted Honorary Health Worker Scheme. Selection of other personnel at ULB level is proposed to be made through Health & Family Welfare Committee set up at each ULB level.

2. As regards, the recruitment of manpower at State Headquarter level i.e. at SUDA level, Finance Department has agreed to approve the following posts with the condition that recruitment qualification and scales of pay of the posts would have to be finalised in consultation with Health and Family Welfare Department and then vetted by the Finance Department.

Manpower at State Headquarter level

Sl. No.	Name of Post	No. of Post
1.	Project Officer:	1
2.	Asstt. Project Officer from WBCS (Exe.) / Asstt. Project Officer from Medical Profession	10
3.	Medical Officer/ Nutritionist	10
4.	Finance Officer	1
5.	Accounts Assistant	2
6.	MIES Officer	2
7.	Computer / Statistical Assistant	2
8.	Clerk-cum-Storekeeper	2
9.	Multipurpose Health Worker	2

Proposed recruitment qualification and scale of pay of the aforesaid posts are mentioned in a separate sheet annexed at 'A'.

Incidentally it may be mentioned that recruitment qualifications and scales of pay of the posts at Sl. nos. 1 (Project Officer), 6 (MIES Officer), 7 (Computer /

50

Statistical Assistant and no. 8 (Clerk-cum-Storekeeper) have been proposed on the basis of earlier orders issued by this department under No. 86/M/A/P/C-10/3S-51/2003 dt. 23.1.2004 with the approval of Finance Department vide their U.O. No. G. 299 dt. 15.01.2004 for implementation of DFID assisted Honorary Health Worker Scheme in 11 municipalities. Since the recruitment qualification and scale of pay for the aforesaid posts had once been approved by the Finance Department in similar Health Scheme, there may be no objection to follow the same recruitment qualifications and scale of pay. Recruitment qualification & scales of pay for the remaining posts as suggested at Annexure -A may kindly be accepted by the Health and Family Welfare Department and vetted by the Finance Department.


Principal Secretary

Principal Secretary
Health & Family Welfare Deptt.

Attn: Mr. S.K. Sen
Ex. Dir. WB HOD For Santhi

Annexure - A

Management & Supervision Cell (M & S Cell) at SUDA

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.	Technical Advisor	MBBS from recognized 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 yrs.	1	NIL	1	Scale - 19 14300-4000-18300	Basic - Rs. 14300/- DA - Rs. 9152/- HRA - Rs. 2000/- Total - Rs. 25452/- Say...Rs. 25000/-
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	Basic - Rs. 12000/- DA - Rs. 7680/- HRA - Rs. 1800/- Total - Rs. 21480/- Say...Rs. 21000/-
3.	Asstt. Project Officer	Do	Should have knowledge regarding planning on RCH, Public Health and have field experience of supervision, monitoring & training in similar type of projects.	1	NIL	1	Scale - 17 10000-325-15525	Basic - Rs. 10000/- DA - Rs. 6400/- HRA - Rs. 1500/- Total - Rs. 17900/- Say...Rs. 17000/-
4.	Medical Officer	Do.	Should have field experience of supervision, monitoring & training in similar type of projects.	10	NIL	10	Scale - 16 8000-275-13500	Basic - Rs. 8000/- DA - Rs. 5120/- HRA - Rs. 1200/- Total - Rs. 14320/- Say...Rs. 14000/-

58 P-1

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)
5.	Finance Officer	M.Com. / ICWA / CA	Should have knowledge of double entry accrual accounting system & Tally 7.2 version and experience of 3 years.	1	NIL	1	Scale - 16 8000-275-13500	Basic - Rs. 8000/- DA - Rs. 5120/- HRA - Rs. 1200/- Total - Rs. 14320/- Say... Rs. 14000/-
6.	Accounts Assistant	Bachelor degree in Commerce from recognized University.	Should have knowledge of accounting in State Govt. / Central Govt. / autonomous body. Adequate experience in handling accounts independently in similar type of projects.	2	NIL	2	Scale - 6 3350-90-3800-6325	Basic - Rs. 3350/- DA - Rs. 2144/- HRA - Rs. 502/- Total - Rs. 5996/- Say... Rs. 5000/-
7.	Cashier	Do	Should have knowledge of double entry accrual accounting system & Tally 7.2 version and experience of 2 years.	1	NIL	1	Scale - 6 3350-90-3800-6325	Basic - Rs. 3350/- DA - Rs. 2144/- HRA - Rs. 502/- Total - Rs. 5996/- Say... Rs. 5000/-
8.	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.	2	NIL	2	Scale - 16 8000-275-13500	Basic - Rs. 8000/- DA - Rs. 5120/- HRA - Rs. 1200/- Total - Rs. 14320/- Say... Rs. 14000/-

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)
9.	Computer Assistant	Bachelor degree from recognize University and Course in Computer Technology	Should have knowledge in MS Office, Tally 7.2 etc.	2	NIL	2	Scale - 6 3350-90-3800-6325	Basic - Rs. 3350/- DA - Rs. 1507/- HRA - Rs. 502/- Total - Rs. 5359/- Say...Rs. 5000/-
10.	Clerk cum Store-keeper	Bachelor degree from recognized University.	Should have adequate knowledge and experience in office work in State Govt. / Central Govt. / autonomous body.	1	NIL	1	Scale - 6 3350-90-3800-6325	Basic - Rs. 3350/- DA - Rs. 1507/- HRA - Rs. 502/- Total - Rs. 5359/- Say...Rs. 5000/-
11.	Multipurpose Helper	School Final	Should have adequate knowledge and experience in office work.	2	NIL	2	Scale - 1 2600-55-4175	Basic - Rs. 2600/- DA - Rs. 1664/- HRA - Rs. 390/- Total - Rs. 4650/- Say...Rs. 4000/-

F P (3)

**Government of West Bengal
Finance Department
Audit Branch**

No. 1692-F

Dated the 23rd February, 2009.

MEMORANDUM

Subject : Drawal of Dearness Allowance in the revised pay structure under the West Bengal Services (Revision of Pay and Allowance) Rules, 2009.

Consequent upon the revision of Pay Scales of Government employees under the provisions of West Bengal Services (Revision of Pay and Allowance) Rules, 2009, it has become necessary to relate Dearness Allowance admissible to a Government employee to his basic pay in the revised pay structure in the case he has elected or is deemed to have elected to draw pay in the revised pay structure prescribed under the aforesaid Rules.

2. As it has been laid down in Rule 12 of the West Bengal Services (Revision of Pay and Allowance) Rules, 2009, that no arrears of pay and allowances to which any Government employee may be entitled in respect of the period from the 1st January, 2006 to 31st March, 2008, shall be paid to the Government employee, the Dearness Allowance admissible to a Government employee needs to be related to his pay in the revised pay structure with effect from the 1st April, 2008 only.

3. Accordingly the Governor is pleased to decide that the Dearness Allowance payable to a Government employee with effect from 1st April, 2008, shall be at the following rates :-

Period for which payable	Rate of Dearness Allowance per month on basic pay
01.04.2008 to 31.05.2008	2%
01.06.2008 to 31.10.2008	6%
01.11.2008 to 28.02.2009	9%
01.03.2009 to 31.03.2009	12%
01.04.2009 onwards	16%

4. The payment of Dearness Allowance under this order from the dates indicated above shall be made after adjusting the instalments of Dearness Allowance already sanctioned and paid to the State Government employees with effect from 01.04.2008, 01.06.2008, 01.11.2008 and 01.03.2009, *vide* Order No. 13-F dated 01.01.2008, No. 4236-F dated 12.06.2008, No. 8195-F dated 04.11.2008 and 1370-F dated 12.02.2009 respectively.

5. The term 'basic pay' for the purpose of calculation of Dearness Allowance shall mean the Pay drawn in the revised pay band including the Grade Pay and NPA, where admissible, but shall not include any other type(s) of pay. In the case of those employees who do not opt for the revised pay structure as per the West Bengal Services (Revision of Pay and Allowance) Rules, 2009, the 'Pay' shall mean the Basic pay in the scales of pay as per the West Bengal Services (Revision of Pay and Allowance) Rules, 1998 plus Dearness Allowance as sanctioned to the State Government employee with effect from 01.04.2007, *vide* Finance Department Memo. No. 2416-F dated 27.03.2007.

6. The Dearness Allowance admissible in the para 4 of this memorandum shall be rounded off to the nearest rupee in each case.

By Order of the Governor,

Sd/- S.K. Chattopadhyay

Special Secretary to the Government of West Bengal

Requirement of Manpower at State Headquarter level

Sl. No.	Category of Personnel	Qualification	Experience	Scale of Pay (if on deputation)	Consolidated pay (on contractual appointment)
(1)	(2)	(3)	(4)	(5)	(6)
1.	Project Officer	MBBS from recognised University	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.	Scale - 18 12000-375-18000	12000 + D.A. as admissible from time to time.
2.	a) Asstt. Project Officer from WBCS (Exe.)	-	Should have knowledge regarding planning on RCH, Public Health and have field experience of supervision, monitoring & training in similar type of projects.	Scale - 17 10000-325-15525	
	b) Asstt. Project Officer from Medical Profession	MBBS from recognised University	Should have knowledge regarding planning on RCH, Public Health and have field experience of supervision, monitoring & training in similar type of projects.	Scale - 17 10000-325-15525	10000 + D.A. as admissible from time to time.
3.	Medical Officer	MBBS from recognised University	Should have field experience of supervision, monitoring & training in similar type of projects.	Scale - 16 8000-275-13500	8000 + D.A. as admissible from time to time.
4.	Finance Officer	M. Com./ICWA /CA	Should have knowledge of double entry accrual based accounting system & Tally 7.2 version and experience of 3 years.	Scale - 16 8000-275-13500	8000 + D.A. as admissible from time to time.

5.	Accounts Assistant	Bachelor degree in Commerce from recognised University	Should have knowledge of accounting in State Govt. / Central Govt. / autonomous body. Adequate experience in handling accounts independently in similar type of projects.	Scale - 6 3350-90-3800-6325	3350 + D.A. as admissible from time to time.
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.	Scale - 16 8000-275-13500	8000 + D.A. as admissible from time to time.
7.	Computer / Statistical Assistant	Bachelor degree from recognised University and Course in Computer Technology	Should have knowledge in MS Office, Tally 7.2 etc.	Scale - 6 3350-90-3800-6325	3350 + D.A. as admissible from time to time.
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.	Scale - 6 3350-90-3800-6325	3350 + D.A. as admissible from time to time.
9.	Multipurpose Helper	School Final	Should have adequate knowledge and experience in office work	Scale - 1 2600-55-4175	2600 + D.A. as admissible from time to time.

2009-10

Government of West Bengal

Note Sheet

Health & Family Welfare Department

Planning & Budget Branch

File No. HF/N/P&B/2B-58/2010

Subject: Requirement of extra-budgetary fund for implementation of Community Based Primary Health Care (CBPHC) Services in 63 non-KMA ULBs.

Notes and Orders

Following Memos of Secretary, Municipal Affairs Dept.

1) SUDA - Health / 69/08/506 dt 10/12/2009

2) SUDA - Health / 69/08/511 dt 15/12/2009

It appears from the aforesaid Memo's of Secy, Municipal Affairs Dept. that there is wide ~~gap~~ gap between the actual requirement of SUDA for carrying out the programme of Community Based Primary Health Care Services in 63 non-KMA Urban Local Bodies and the release of fund by Deptt of H&FW.

As per facts & figures enclosed with his letter it appears that the actual requirement of fund during current F/Y is about Rs 10.02 crore. Whereas this Deptt ^{have} released only Rs 3.375 crore ~~as per~~ as the 75% of current years budget provision of Rs 4.50 crore. [In terms of F.D Memo no. 2100-FB dt 31-12-2009, Administrative Deptts are empowered to release only 75% of ~~total~~ Budget provision ^{release of fund} and beyond beyond 75% requires F.D's clearance.]

Notes prepape.

Under this circumstances, following proposal may be mooted out for reference to finance dept.

Requirement of SUDA
as per recommendations of
Secy, Municipal Affairs
Dept.

Rs 10,02,00,000.

Already released by
Dept of H & F.W. (75% of B.P)

Rs 3,37,50,000

Rs 6,64,50,000.

25% of B.P. to be
released by finance dept.
Balance Amount.

Rs 1,12,50,000

Rs 5,52,00,000.

We may, therefore, request Finance Dept
Group 'D' to release following fund for
proper execution of Community Based Primary
Health care Services in 63 Non-KMA Urban
local bodies as recommended by Secy, M.A. Dept.

1). Release of 25% of Budget provision beyond 75% of
B.P already released by this dept in the following
heads of accounts.

a) 2210-06-800-SP-002-
-Improvement of Urban Health Services
[HF]-31-grants-in-aid-02-other grants

Budget Amount	25% of B.P
Rs 382,50,000	Rs 95,62,500

b) 2210-06-789-SEP-SP-009-
-Improvement of Urban Health Services [HF]-
-31-grants-in-aid-02-other grants

Rs 67,50,000	Rs 16,87,500
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Total

Rs 4,50,00,000	Rs 12,50,000
----------------	--------------

Notes for

So Finance Dept may be requested to release the balance (25%) of current year budget amounting to Rs 1,12,50,000/-

2) Regarding balance ~~amount~~ of extra budget ~~to be released~~ fund amounting to Rs 5,52,00,000

Finance Dept may also be requested to release Rs 5,52,00,000 by straight way augmentation of fund in the h/a

2210-06-800-SP-002 - Improvement of Urban Health Services [HF] - 31- Grants in a - 02 - other grants.

So the total requirement fund of this dept comes to (Rs 1,12,50,000 + Rs 5,52,00,000) = Rs 6,64,50,000/- for which we may move to Finance Dept Group 'O' for Concurrence Statement 'A' for both cases.

D/S (A/S)

The foregoing notes.

28/1/2010

(a) It is a proposal for release of balance fund for Rs 1,12,50,000/- being 25% of total B.P. as detailed 1(a) & 1(b) prepage

(b) Straightway augmentation of fund for Rs. 5,52,00,000/-

The amount is required to meet the deficit of ^{of SDA} requirement as per recommendations of Secretary Municipal Affairs Department. He may now move Finance Department for Concurrence.

28/1/10

We may agree to above

H. Director (A&AV) may kindly suggest appropriate head of

JS (VH)

F.No. HF/N/P&B/2B-58/2010

Notes prepage

This is a proposal for release of fund in f/o. State Urban Development Agency (SUDA) for continuing the programme of Community Based Primary Health Care services (CBPHCS) in 63 Non-KMA ULBs. It may be re-iterated that this programme was launched during the f/y 2005-06 by this Deptt and it was decided that the programme will be implemented through SUDA accordingly from the year 2005-06 to-date the fund was released in f/o. SUDA on regular basis as per their estimated demand. The budget provision was met from PLAN head from the f/y 2005-06 & so on. During this f/y 2009-10, there is a ear-marked total budget provision for this programme of **Rs.450.00 lakh** under the head of account "24-HF-2210-06-789-SP-State Plan (AP & 11th Plan)-009-Improvement of Urban Health Services-V-31-(02)-Grants-in-aid" amounting to Rs.67.50 lakh & "24-HF-2210-06-800-SP-State Plan (AP & 11th Plan)-002-Improvement of Urban Health Services-V-31-(02)-Grants-in-aid" amounting to Rs.382.50 lakh.

But, the SUDA agency has requested to release the fund of Rs.1110.52 lakh for the f/y 2009-10. Justification for their enhanced claim is being annexed at FLAG-'A': From their statement, it is understood that the additional fund to the tune of Rs.423.00 lakh is required due to enhancement of salary of different categories of staff. This increase of salary has been implemented after receiving the due concurrence from the FD. This may be evident from the enclosure of Annexure-'A'.

Under the circumstances noted above, this Deptt is now supposed to release the additional fund of Rs.423.00 lakh over & above the

JS
Secret

P.T.O.

budgetary provision of Rs.450.00 lakh. Hence, it is proposed that augmentation of fund to the tune of **Rs.423.00 lakh** through re-appropriation from the anticipated savings of other head may be made as follows :-

FROM HEAD	TO HEAD
1> 24-HF-2210-01-110-SP-State Plan (AP & 11 th Plan)-033-Establishment of West Bengal Medical Services Corporation Ltd.-V-31-Grants-in-aid-(02)-Other Grants - Rs.1,50,00,000/-	24-HF-2210-06-800-SP-State Plan (AP & 11 th Plan)-002-Improvement of Urban Health Services-V-31-(02)-Grants-in-aid - Rs.4,23,00,000/-
2> 24-HF-4210-06-200-SP-State Plan (AP & 11 th Plan)-003-Improvement of Public Health Laboratories-V-52-M.E./Tools & Plants - Rs.1,73,00,000/-	
3> 24-HF-4210-06-800-SP-State Plan (AP & 11 th Plan)-001-Improvement of Health Transport Organisation -V-53-Major Works /L&Bs - Rs.1,00,00,000/-	

Statement 'F' is placed in this file accordingly.

The FD may be moved for concurrence of the re-appropriation proposal from GR. 'N' and for releasing the fund to the tune of (Rs.423.00 + Rs.112.50) lakh, i.e., total **Rs.535.50 lakh** for concurrence from GR. 'O'. ACS may kindly approve this proposal as stated above.

Statement 'A'

A

Add DHS (AHEV)
JS (U.H.)

11/10/10

11/10/10

Sd/- (R.K.V) The proposal as noted above may be sent Finance Deptt. for their kind concurrence.

Secretary (R.K.V)

(A) above may be seen. The

15/2

proposal is for reappropriation

and subsequent release. May please see before F.D. is moved for concurrence.

17/2/10

Stamp of Finance Deptt. 10/10/10
To FINANCE DEPTT Group 'O'

Add. C.S.

Secretary (R.K.V)

Finance Deptt. may be moved

18/2/10

for concurrence to the proposal above

22/2/10

JS (U.H.)

OSB (P28)
u
22/2/10

At present, we may agree to reappropriate an amount of Rs. 3.30 Crore i.e. 75% of the budget provision indicated at 'X' on Statement - 'F' under the head "2210-06-800-SP-002-Improvement of Urban Health Services-31-GIA-02-Other Grant".

Proposal for utilisation of balance 25% provision under the relevant head may be considered after fulfilment of instruction contained under para (II) of the Department Memo. No. 2100-FB dt. 31.12.09.

Net Grant Statement of 2009-2010 may be prepared accordingly.

To
H KFW Dept
Shan 19/03/10
Section Officer
Finance Dept
V. URGENT
HA (P28)
u
22/2/10

sd/- K. Paul
18.3.2010

U.O. No. 3144 G.N.
Dt. 19.03.10

Finance (Audit) Department
U.O. No 187 Group 'O'
Date 17/3/10

FINANCE DEPARTMENT
GROUP - N
U. O. No 3144 dt. 19.03.10

Notes & orders of forwarding papers and Finance Dept's concurrence as given above, may kindly be forwarded. Accordingly, a reappropriation draft is placed below for kind approval on the basis of 75% of budget provision indicated at 'X' on Statement - 'F'.

Observations of the Finance Department above. We may now issue order for reappropriation of the above noted amount and also issue release order of the fund in favour of SIDA.

OSB E.O. / Dt. Secy

JS (P28)
Secretary

HA (P28)
22/3/10

Dominal
22/3/10
22/3/10

O.I. NO. HF/N/P&B/128/2B-58/2010
dt 24.3.10

O.I. NO. 354(sanction)/HF/P/P&B/2B-58/10
dt. 24. 3.10.

As discussed with Addl. DHS (ARV) the file
is placed for favour of his views on the
observations made by the Finance Department
page in connection with the appropriation
of fund in respect of SODA.

Sanctioned
24/3/10

Addl. DHS (ARV)

Notes Prepage:

In terms of FD observation at nsp-6 ante regarding proposal of utilization of balance of 25% provision under relevant head may once again be moved to the FD for their further consideration.

In this connection it may be stated that the balance 25% under the relevant head of account "24-HF-2210-06-800-SP-State Plan(AP & 11th Plan)-002-Improvement of Urban Health Services" Rs.112.50 lakh may be released to meet up the committed expenditure during implementation of urban health sector programme through SUDA. In absence of this amount, the salary etc. will not be paid to the personnel engaged for implementing the programme which will create a serious dislocation to run this programme.

Further in terms of para 1(C) of the of FD memo no.2100-FD dt. 31/12/09, the necessary provision of fund under Plan Scheme & subsequent release of fund under this scheme upto date is being annexed under CP site.(Flag-'A#') Considering the fact stated above, FD Gr.'N' may once again be moved to release 100% provision under the head of account "24-HF-2210-06-800-SP-State Plan(AP & 11th Plan)-002-Improvement of Urban Health Services-V-31-(02)-Grants in aid" during the current financial year 2009-10 over & above the re-appropriation amount has approved on earlier occasion.

Addl. D.H.S. (R.R.V.)

AS (P&B)

Sd/-
29/3/10.

The proposal above.
We may move Finance Department
Group 'O' for concurrence.

Sd/-
29/3/10

JS (P&B)

Secretary (R.R.V.)
Sd/-
29/3/10

Bansawal
29/3/10

Sd/-
29.3.10.

Supd. of Health & Family Welfare
Sd/-
29/3/10

Sd/-
29/3/10

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.

Nº 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.

Joint Secretary.

Nº 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-28, 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.

Joint Secretary.

Central Co-ordinating Cell (CCC) at SUDA

[Enclosure to G.O. No. 86/MA/JP/C-10/JS-51/2003]

Annex

Dated, Kolkata, the 22nd January, 20

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

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

W 86/MA/P/C-10/35-51/2003

Date: 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 (AG), 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,

HHW file

PA

Joint Secretary
to the Govt. of West Bengal.

Contd....p/2.

1577
25/2/04

-2-

Nº 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. G.N. Block, Salt Lake, Kol-106

.... for information / necessary action. Health Bhawan,

Joint Secretary.

Nº 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, Bishannagar.

8. Shri Shibi Jose, Assistant Programme Officer, DFID, British High Commission, B-28, 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.

Joint Secretary.

Central Co-ordinating Cell (CCC) at SUDA

Memorandum to G.O. No. 86/MA/1/C-10/45-51/2003

Annexure - 1

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)	Dated, Kolkata, the 22nd January, 2004.
1.	Constituent	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 10000-325-15325 If on deputation	10,000/-	
4.	C.D. 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- If on deputation	8000/-	
7.	Data Entry Operator	-Do- and Course in Computer Technology	Should have knowledge in Data Entry.	1	Nil	1	Scale - 6 3350-90-3840-6325 If on deputation	3350/-	
8.	Clerk cum Note 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

Enclosure to G.O. No. 861MA/PIC-10/35-51/2003

Municipal Management Cell (MMC) for 11 Municipalities

Annexure - B

Sl. No.	Category of Personnel	Qualification	Experience	No. of Post Required @ 1/10th pl.	Person already in place	Person to be procured	Scale of Pay (in Rs.) (If deputed from Govt.)	Dated, Kolkata, the 22nd January, 2004.	Consolidated Pay per month per head (in case of contractual engagements)
1.	AHO	MBBS degree from recognised University	Knowledge in Community Health/maternality & Child health programmes.	1	Nil	11	Scale - 16		Rs. 8100/-
2.	Community Development Officer	Bachelor degree for recognised University	Knowledge and field experience in community development activities in State Govt./Central Govt./autonomous body.	1	Nil	11	-Do-		Rs. 8000/-
3.	PHN training	Nursing degree from recognised University	Asquate knowledge & experience in the field of public health including MCH and training.	11	Nil	11	Scale - 9		Rs. 4000/-
4.	Data Entry Operator	Bachelor degree for recognised University and Course in Computer Technology.	Should have knowledge in Data Entry.	11	Nil	11	Scale - 6		Rs. 3350/-
5.	Accounts Assistant	Bachelor degree for recognised University	Should have knowledge experienced in dealing accounting system.	11	Nil	11	Scale - 9		Rs. 4000/-
6.	Clerk cum Store keeper	Bachelor degree for recognised University	Should have knowledge and experience in office work.	11	Nil	11	Scale - 6		Rs. 3350/-
7.	Attendant	School Final	-Do-	11	Nil	11	Scale - 1		Rs. 2600/-

31

Joint Secretary

circulated to them.

... manner prescribed in the booklet in Bengal

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

3693
28/4
H & F.W. Department

No. 401 -MA/C-10/3S-55/2006

Date :19.04.2007

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

To : The Special Secretary to the
Government of West Bengal,
Health & Family Welfare Department,
Health Systems Development Initiative,
Swasthya Bhavan, 4th Floor,
GN-29, Sector-V, Kolkata-700 091,
Fax No.2357-1896.

Sub : Manpower at State Headquarters Level under Community Based
Primary Health Care Services for 63 Non-KMA ULBs.

Sir,

I am directed to request you to kindly refer to the note-sheet communication made by the Principal Secretary of this Department to the Principal Secretary of H&FW Department dated 2.9.06 (copy enclosed for ready reference).

The concurrence of the H&FW Department is urgently required in order to monitor and oversee the activities of the ULBs towards implementation of the scheme. An early action is solicited.

Encl : As stated.

Yours faithfully,

(Joint Secretary)

No.401/10-MA/C-10/3S-55/2006

Date :19.04.2007

Copy forwarded for information and necessary action to the Director, SUDA.

(Joint Secretary)

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

No. 401 -MA/C-10/3S-55/2006

Date :19.04.2007

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

To : The Special Secretary to the
Government of West Bengal,
Health & Family Welfare Department,
Health Systems Development Initiative,
Swasthya Bhavan, 4th Floor,
GN-29, Sector-V, Kolkata-700 091,
Fax No.2357-1896.

Sub : Manpower at State Headquarters Level under Community Based
Primary Health Care Services for 63 Non-KMA ULBs.

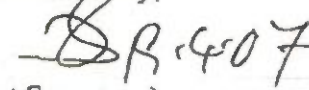
Sir,

I am directed to request you to kindly refer to the note-sheet communication made by the Principal Secretary of this Department to the Principal Secretary of H&FW Department dated 2.9.06 (copy enclosed for ready reference).

The concurrence of the H&FW Department is urgently required in order to monitor and oversee the activities of the ULBs towards implementation of the scheme. An early action is solicited.

Encls : As stated.

Yours faithfully,


(Joint Secretary)

No.401/16-MA/C-10/3S-55/2006

Date :19.04.2007

Copy forwarded for information and necessary action to the Director, SUDA.

(Joint Secretary)

copy

52

Municipal Affairs Department

Principal Secretary, Health and Family Welfare Department may kindly like to refer the order dt. 18.02.2006 of the Finance Minister regarding requirement of manpower at State Headquarter level and also at ULB level for implementation of Community Based Health Programme in 63 non-KMA urban local bodies.

Regarding manpower at ULB level as mentioned below, the Finance Department appears to have "no problem". So the concerned ULBs is being informed by Municipal Affairs Department to engage personnel except Health Officer as per agreed norm.

Sl. No.	Name of Post	Total no. of Post for 63 ULBs
1.	Health Officer	63
2.	Medical Officer	42
3.	Data Resources Assistant	63
4.	Multipurpose Helper cum Storekeeper cum clerk	63
5.	Sanitary Inspector	67
6.	Health Assistant	126

But the point which needs mention here is that a proposal for recruitment of Health Officer in regular scale of pay through the West Bengal Public Service Commission is under active consideration of this department. Pending finalisation, it is proposed that the Health Officers may be engaged by the Municipal Affairs Department on contract on consolidated pay for six months renewable for further six months till the regular recruitment of Health Officer is made through the West Bengal Public Service Commission. Selection of such Health Officers to be engaged on contract basis is proposed to be made through the Selection Committee set up earlier by this department with approval of Finance Department for selection of such officers. Suggested recruitment qualification and consolidated pay for the post are mentioned hereunder :

1. Essential qualification : MBBS degree from recognised University

2. Experience : Knowledge in Community Health / Maternity and Child Health Programme.
3. Consolidated pay : Rs. 8000/- per month

The above qualification and pay were once approved by the Finance Department under its U.O. No. G 299 dt. 15.01.2004 for the post of Health Officer engaged for implementation of DFID assisted Honorary Health Worker Scheme. Selection of other personnel at ULB level is proposed to be made through Health & Family Welfare Committee set up at each ULB level.

2. As regards, the recruitment of manpower at State Headquarter level i.e. at SUDA level, Finance Department has agreed to approve the following posts with the condition that recruitment qualification and scales of pay of the posts would have to be finalised in consultation with Health and Family Welfare Department and then vetted by the Finance Department.

Manpower at State Headquarter level

Sl. No.	Name of Post	No. of Post
1.	Project Officer	1
2.	Asstt. Project Officer from WBCS (Exe.) / Asstt. Project Officer from Medical Profession	10
3.	Medical Officer/ Nutritionist	10
4.	Finance Officer	1
5.	Accounts Assistant	2
6.	MIES Officer	2
7.	Computer / Statistical Assistant	2
8.	Clerk-cum-Storekeeper	2
9.	Multipurpose Health Worker	2

Proposed recruitment qualification and scale of pay of the aforesaid posts are mentioned in a separate sheet annexed at 'A'.

Incidentally it may be mentioned that recruitment qualifications and scales of pay of the posts at Sl. nos. 1 (Project Officer), 6 (MIES Officer), 7 (Computer

Statistical Assistant and no. 8 (Clerk-cum-Storekeeper) have been proposed on the basis of earlier orders issued by this department under No. 86/MA/P/C-10/3S-51/2003 dt. 23.1.2004 with the approval of Finance Department vide their U.O. No. G. 299 dt. 15.01.2004 for implementation of DFID assisted Honorary Health Worker Scheme in 11 municipalities. Since the recruitment qualification and scale of pay for the aforesaid posts had once been approved by the Finance Department in similar Health Scheme, there may be no objection to follow the same recruitment qualifications and scale of pay. Recruitment qualification & scales of pay for the remaining posts as suggested at Annexure -A may kindly be accepted by the Health and Family Welfare Department and vetted by the Finance Department.


Principal Secretary

Principal Secretary
Health & Family Welfare Deptt.

**GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HEALTH AND FAMILY WELFARE
HEALTH SYSTEMS DEVELOPMENT INITIATIVE
SWASTHYA BHAWAN, 4th FLOOR,
GN-29, SECTOR-V, BIDHANNAGER
KOLKATA -700 091
☎ : (033) 2357-7930, FAX: (033) 2357-1896**

No.HFW/HSDI/URBAN HEALTH/02/05/38/06

Date: February 21, 2006

From: The Special Secretary,

Department of Health & Family Welfare,
Government of West Bengal

**To: The Director of Health Service,
Department of Health & Family Welfare,
Government of West Bengal**

Sir,

The matter of implementation of Community Based Primary Health Care Services in the uncovered 63 Urban Local Bodies of the State for overall improvement in the health care facilities in urban areas with special focus on urban poor has been under the consideration of the Government for sometime past. After careful consideration the Governor is pleased to accord administrative approval to the Community Based Primary Health Care Scheme in the 63 non-KMA Urban Local Bodies as per the annexed project plan.

2. The requirement of manpower at the State Headquarters has been revised and the Department of Municipal Affairs will finalize the recruitment , qualifications and the scales of pay in consultation with the Health and Family Welfare Department and get the same vetted by the Finance Department . The project cost of the scheme will stand modified accordingly.

3. The Governor is further pleased to sanction Rs. 3,00,00,000/- (Rupees three crore) as grant-in-aid for implementation of the scheme during the current financial year.

4. The Governor is also pleased to place the entire sum of Rs. 3,00,00,000/-(Rupees three crore) only at the disposal of the Deputy Director of Health Services (Accounts), West Bengal who will act as the Drawing and Disbursing Officer in respect of above fund. The DDO after drawal of fund will disburse the same in favour of Director, State Urban Development Agency, West Bengal under the Department of Municipal Affairs, Government of West Bengal.

5. The charge is debitable to the Head "2210-06-Public Health-800-other expenditure-SP-State Plan (AP & 10th Plan)-002-improvement of urban health services-31-Grants-in-aid-02-other grants" during the current financial year.

6. This order is issued with the concurrence of the Finance Department vide their U.O. No. Group N – 3085 dated 15.02.2006.
7. All concerned are being informed.

Special Secretary
to the DH&FW 21.2.06

No.HFW/HSDI/URBAN HEALTH/02/05/38/06(10)

Date: February 21, 2006

Copy forwarded for information and necessary action to:

1. The Principal A.G. (A&E), West Bengal, Treasury Buildings, Kolkata- 700 001.
2. Secretary, M.A. Department.
3. District Magistrate,
4. Treasury Officer,
5. Finance Department, Group 'N' of this Government
6. Director, SUDA, ILGUS Bhawan, Salt Lake City.
7. Chairman,Municipality, P.O., Dist.....
8. Executive Officer,Municipality, P.O., Dist.....
9. P.S. to MIC / MOS of this Department / M.A. Department
10. P.S. to Principal Secretary of this Department.

Special Secretary
to the DH&FW 21.2.06

**GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HEALTH AND FAMILY WELFARE
SWASTHYA BHAWAN, 4th FLOOR,
GN-29, SECTOR-V, BIDHANNAGER
KOLKATA -700 091
☎ : (033) 2357-7930, FAX: (033) 2357-1896**

No.

Date: February 20, 2006

From: The Special Secretary,
Department of Health & Family Welfare,
Government of West Bengal

To: The Director of Health Service,
Department of Health & Family Welfare,
Government of West Bengal

Sir,

The matter of implementation of Community Based Primary Health Care Services in the uncovered 63 Urban Local Bodies of the State for overall improvement in the health care facilities in urban areas with special focus on urban poor has been under the consideration of the Government for sometime past. After careful consideration the Governor is pleased to accord administrative approval to the Community Based Primary Health Care Scheme in the 63 non-KMA Urban Local Bodies as per the annexed project plan.

2. The Governor is also pleased to sanction the manpower at the ULB level as proposed in the project plan and the following manpower for the State headquarters:

- i. Project Officer-1
- ii. Assistant Project Officer-10
- iii. Nutritionist / Medical Officer-10
- iv. Finance Officer-1
- v. Accounts Assistant-2
- vi. MIES Officer-2
- vii. Computer Assistant/ Statistical Assistant-2
- viii. Clerk cum Store Keeper-2
- ix. Multipurpose Helper-2

3. The Governor is further pleased to sanction Rs. 3,00,00,000/- (Rupees three crores) as grant-in-aid for implementation of the scheme during the current financial year.

4. The Governor is also pleased to place the entire sum of Rs. 3,00,00,000/- (Rupees three crores) only at the disposal of the Deputy Director of Health Services (Accounts), West Bengal who will act as the Drawing and Disbursing Officer in respect of above fund.

The budget will stand modified accordingly.

The DDO after drawal of fund will disburse the same in favour of Director, State Urban Development Agency, West Bengal under the Department of Municipal Affairs, Government of West Bengal.

5. The charge is debitabale to the Head "2210-06-Public Health-800-other expenditure-SP-State Plan (AP & 10th Plan)-002-improvement of urban health services-31-Grants-in-aid-02-other grants" during the current financial year.
6. This order is issued with the concurrence of the Finance Department vide their U.O. No. Group N - 3085 dated 15.02.2006.
7. All concerned are being informed.

Special Secretary
to the DH&FW

No.

Date: February 20, 2006

Copy forwarded for information and necessary action to:

1. The Principal A.G. (A&E), West Bengal, Treasury Buildings, Kolkata- 700 001.
2. Secretary, M.A. Department.
3. District Magistrate,
4. Treasury Officer,
5. Finance Department, Group 'N' of this Government
6. Director, SUDA, ILGUS Bhawan, Salt Lake City.
7. Chairman,Municipality, P.O., Dist.....
8. Executive Officer,Municipality, P.O., Dist.....
9. P.S. to MIC / MOS of this Department / M.A. Department
10. P.S. to Principal Secretary of this Department.

Special Secretary
to the DH&FW

2. The requirements of manpower ~~at~~ ^{the} ULB level ~~and~~ ^{at} state headquarters level have been revised and the Dept of MA will finalise the recruitment qualifications ^{and the scales & pay} in consultation with the H&FW Dept and get the same vetted by the Finance Dept. The budget will stand modified accordingly.

Jalpaiguri - 5
Cooch behar - 2 } one ^{ASST} ~~Deputy~~ Project Officer

Darjeeling - 3
Uttar Dinajpur - 3 } one APO

Malda - 1
Murshidabad - 5
Dakshin Dinajpur - 1 } one APO

Birbhum - 4 - one APO

Burdwan - 7 } - one APO
Bankura - 1 }

North 24 Parganas - 7 - one APO

South 24 Parganas - 2 } one APO
Hooghly - 2 }

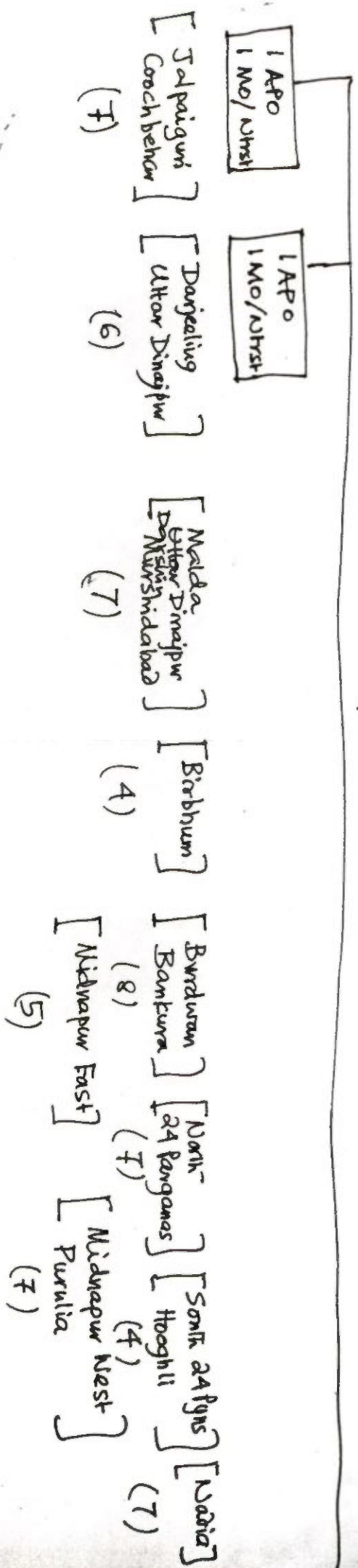
Nadia - 7 - one APO

Medinipur East - 5 - one APO

Medinipur West - 5 - one APO

Bankura - 1
Purulia - 2 }

Project officer



Project Director

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

No. 401 -MA/C-10/3S-55/2006

Date : 19.04.2007

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

To : The Special Secretary to the
Government of West Bengal,
Health & Family Welfare Department,
Health Systems Development Initiative,
Swasthya Bhavan, 4th Floor,
GN-29, Sector-V, Kolkata-700 091,
Fax No.2357-1896.

Sub : Manpower at State Headquarters Level under Community Based
Primary Health Care Services for 63 Non-KMA ULBs.

Sir,

I am directed to request you to kindly refer to the note-sheet communication made by the Principal Secretary of this Department to the Principal Secretary of H&FW Department dated 2.9.06 (copy enclosed for ready reference).

The concurrence of the H&FW Department is urgently required in order to monitor and oversee the activities of the ULBs towards implementation of the scheme. An early action is solicited.

Enclo : As stated.

Yours faithfully,

S.R. 407
(Joint Secretary)

No. 401/MA/C-10/3S-55/2006

Date : 19.04.2007

Copy forwarded for information and necessary action to the Director, SUDA.

(Joint Secretary)

For filling up the posts of
C.D. Specialist and Medical Specialist
for CCC at SUDA for DFID assisted health programme
on deputation basis, concerned
departments were approached. But
no response was received within
the prescribed time limit. Hence
the vacancies were notified in two
daily newspapers namely Amrita Bazar
Patrika and The Statesman. In response
to the said advertisement, a good no.
of applications have been received.
Now a selection committee may be
constituted for the purpose. The
committee may consist of the
following officials:

Shri B. K. Saha Chairman
Jt. Secy, Hk. Dept.

Shri Dr. Chakraborty Member.
DCB of Ex. officio
Director, SUDA

Dr. N. C. Gangopadhyay Expert

Dr. S. Goswami Member-Convenor.
Project Officer

Submitted for favour & approval.

Secretary, Hk. Dept.
Chairman, SUDA

U.O. No. SUDA-Health/DFID/04 (89)/37
dated 14.7.2004

19.7.04

(Sd/-)
12/7/04

Div. I (Hk. A)



YEAR 200



GOVERNMENT OF WEST BENGAL
DEPARTMENT OF MUNICIPAL AFFAIRS

File No. MA/2-10/38-55/2005 P

Subject

Health Scheme for G3 Workers
D.L. B.

Sub: Enhancement of proposed contractual remuneration for Health Officer to be engaged under Health Care Scheme for 63 Non-KMA Urban Local Bodies

In connection with implementation of the Community Based Primary Health Care Services in 63 Non-KMA ULBs for which the Health Department is providing budgetary support, Health Officer are to be engaged. A contractual remuneration of Rs. 8,000/- per month was considered for the Health Officer to be engaged by the concerned ULBs.

During various discussions, Chairpersons of the ULBs have been pointing out that the contractual remuneration is too low to attract good medical practitioner to take up this responsibility. On the other hand, the contractual remuneration of Health Officer engaged by this Department in various ULBs since 1994-95 has recently been fixed at the minimum basic of Rs. 8,000 - 13,500/- scale of pay + usual DA and HRA which comes to nearly Rs. 14,880/- p.m. This has been done with concurrence of the Finance Department. (Copy placed in file).

In the above context, it is felt that the contractual remuneration for the Health Officers under Community Based Primary Health Care Services in the 63 Non-KMA ULBs should also be kept at par as other Health Officers and contractual remuneration of Rs. 14,880/- p.m. be fixed so that it will be possible to attract well experienced and knowledgeable medical practitioner for this purpose. The Health Officers shall have to play a key role in organizing the Health Care Services in the ULBs.

The matter was discussed with the Additional Chief Secretary, Health & Family Welfare Department and he had agreed to this proposal. Formal concurrence of the Health & F.W. Department may kindly be accorded after which concurrence of the Finance Department shall also be obtained. Thereafter, ULBs shall be asked to take further steps for selection of the Health Officers and appoint them on contractual basis. This needs to be done quickly since the selection of Health Workers and training already taken place in most of the Municipalities.

[Signature]
Principal Secretary

Additional Chief Secretary,
Health & FW Department

6.29/5 dt. 9.7.07

X - We have no objection

[Signature]
Principal Secretary
MA Dept.

[Signature]
10/7/07.

**Sub: Enhancement of proposed contractual remuneration
for Health Officer to be engaged under Health Care
Scheme for 63 Non-KMA Urban Local Bodies**

In connection with implementation of the Community Based Primary Health Care Services in 63 Non-KMA ULBs for which the Health Department is providing budgetary support, Health Officer are to be engaged. A contractual remuneration of Rs. 8,000/- per month was considered for the Health Officer to be engaged by the concerned ULBs.

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Principal Secretary

**Additional Chief Secretary,
Health & FW Department**

629/S dt. 9.7.07

17

The file is sent to Finance Deptt (Audit) for kind observation.


4.7.08

F.D. Cr. 'P'

144 6 07.08

Dipak B
06/07/06

Notes foregoing:

How were the MOs selected for contractual appointment ?
Who was the Appointing Authority ?

X. Pending a decision on regularisation, we may agree to fix the contractual remuneration at minimum basic pay plus dearness allowance plus house rent allowance.

F.M. may kindly approve 'X' above.

Sd/- Samar Ghosh
4/10/06

Approved.

Sd/- Asim Kr. Dasgupta
23/10/06.

To

M. A. Deptt

8/11/06

Section Officer, Fin. Deptt

Uo 200



Finance (Audit) Department
Govt of West Bengal
S.O. No. 2403
Cr. P (Service)
8/11/06

87

84

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

No.14-MA/C-9/3R-1/2004

ORDER

Date :10.01.2007

1. Vide G.O. No.303/C-9/M2A-28/93 dated 16.9.93 the Health Officers in different municipalities were appointed at a consolidated pay of Rs.4000/- per month without any prescribed scale of pay. The consolidated pay has been increased from time to time and was fixed at Rs.8000/- per month vide G.O. No.260/MA/O/C-9/2A-41/96 dated 21.5.2004.
2. It has since been decided to raise the contractual remuneration of such Health Officers appointed on contract renewable from time to time taking into consideration the minimum basic plus dearness allowance plus house rent allowance of the scale of pay of Rs.8000-13500/-.
3. NOW, THEREFORE, the Governor is pleased to fix the contractual pay of the Health Officers appointed on contract in different municipalities at a consolidated pay of Rs.14,880/- per month.
4. This will take effect from 1st January, 2007 and will remain in force until further orders.
5. This has the concurrence of the Finance Department of this Government vide U.O. No.2403 dated 08.11.06.

The Accountant General, West Bengal is being informed.

By order of the Governor

10.1.07
(S. K. Bhowmick)
Joint Secretary

No.14/1(13)-MA/C-9/3R-1/2004

Date :10.01.2007

Copy forwarded for information and necessary action to :

1. The District Magistrate,
 2. The S.D.O,
 3. The Treasury Officer,
 4. The Chairman,
 5. The Accountant General (A&E), West Bengal, Treasury Bldgs, Kol.-1.
 6. The Accountant General (Audit-I), W.B., 4, Brabourne Road, Kol-1
 7. The Accountant General (Audit-II), W.B., 18, Rabindra Sarani, Kol-1.
 8. The Health & Family Welfare Department of this Govt.
 9. The Finance Department of this Government.
 10. P.S. to Minister-in-Charge of this Department.
 11. P.A. to Principal Secretary of this Department.
 12. AS(SPM) of this Deptt. to put up augmentation proposal for fund.
 13. Guard File of Cell-9.
- D

Received letter No. ^{File} ~~SUDA~~ MA.C-10/35-55/2005 H.S. dated
UDMA-62173 dt - 9.7.07

..... from The Adviser, Health, State Urban Development Agency
(SUDA), West Bengal, Salt Lake City, HC-Block, Sector - III, Kolkata - 91

Addressed to Additional Chief Secretary, Health & F.W. & P.H.

Swasthya Bhawan, Salt Lake

dated ...10...7.2007....


Signature & Office Seal

2. Experience : Knowledge in Community Health / Maternity and Child Health Programme.
3. Consolidated pay : Rs. 8000/- per month

The above qualification and pay were once approved by the Finance Department under its U.O. No. G 299 dt. 15.01.2004 for the post of Health Officer engaged for implementation of DFID assisted Honorary Health Worker Scheme. Selection of other personnel at ULB level is proposed to be made through Health & Family Welfare Committee set up at each ULB level.

2. As regards, the recruitment of manpower at State Headquarter level i.e. at SUDA level, Finance Department has agreed to approve the following posts with the condition that recruitment qualification and scales of pay of the posts would have to be finalised in consultation with Health and Family Welfare Department and then vetted by the Finance Department.

Manpower at State Headquarter level

Sl. No.	Name of Post	No. of Post
1.	Project Officer	1
2.	Asstt. Project Officer from WBCS (Exe.) / Asstt. Project Officer from Medical Profession	10
3.	Medical Officer/ Nutritionist	10
4.	Finance Officer	1
5.	Accounts Assistant	2
6.	MIES Officer	2
7.	Computer / Statistical Assistant	2
8.	Clerk-cum-Storekeeper	2
9.	Multipurpose Health Worker	2

Proposed recruitment qualification and scale of pay of the aforesaid posts are mentioned in a separate sheet annexed at 'A'.

Incidentally it may be mentioned that recruitment qualifications and scales of pay of the posts at Sl. nos. 1 (Project Officer), 6 (MIES Officer), 7 (Computer /

Statistical Assistant and no. 8 (Clerk-cum-Storekeeper) have been proposed on the basis of earlier orders issued by this department under No. 86/MA/P/C-10/3S-51/2003 dt. 23.1.2004 with the approval of Finance Department vide their U.O. No. G. 299 dt. 15.01.2004 for implementation of DFID assisted Honorary Health Worker Scheme in 11 municipalities. Since the recruitment qualification and scale of pay for the aforesaid posts had once been approved by the Finance Department in similar Health Scheme, there may be no objection to follow the same recruitment qualifications and scale of pay. Recruitment qualification & scales of pay for the remaining posts as suggested at Annexure -A may kindly be accepted by the Health and Family Welfare Department and vetted by the Finance Department.


Principal Secretary

Principal Secretary
Health & Family Welfare Deptt.

SS HKD
w/b
12/9/06

Comments to the M & F W Dept
perhaps may kindly refer.

The Annex'd to this Dept showing
a post name, qualification & remuneration
may be seen at CP 34283.

Now the file may be
sent to Finance Dept for consideration
regarding qualification and remuneration
package for the personnel to be
engaged at 1st as an extra unit.

29/12/07
Secretary

14.8.07

Finance Dept may kindly
refer to their earlier note and
order in ref 9210/14. In regards
to the posts at HQ level the
recruitment qualification and scale 2
pay of holder on deputation or consultancy
pay on contractual appointment has been
specified in the statement of F/A
CP 33234. The Health dept has
agreed to the recruitment conditions
and scale 2 pay & Health officer note
their note in reply. As regards
other categories they are on the
same line as agreed to Finance Dept
for DFID assisted Honorary Health worker

Notes prepages.

This is regarding the finalisation of the recruitment qualification and scale of pay in connection with Community based Primary Health Care Service in non-KMA Urban Local Bodies.

M.A. Department has approached us for our comments on the different posts as suggested at Annexure 'A', placed below, barring Project Officer, MIES Officer, Computer / Statistical Assistant and Clerk-cum-Storekeeper for which the issue have already been settled in consultation with Finance Department.

Regarding different category of Health Officers the qualification may be as follows:-

Technical Officer	- MBBS preferably with MPH from any recognized University.
Project Officer	- MBBS preferably with DPH from any recognized University working experience of 5 years.
Assistant P.O.	- MBBS preferably with DPH / DMCW from any recognized University. Working experience of 3 years.
M.O.	- MBBS from any recognized University.

The scales of pay as indicated in different category may be considered appropriate.

Regarding other category of posts we may not have any comment.

Add/c.s

Chadane
10/7/07

CG
10/7/07

SS(Sen)

Pr Secy MA Dept.

This file along with orders above and linked files MA/C-10/35-55/2006/103 and MA/C-10/35-55/2005/103 will be taken for perusal and necessary action.

Adh
11/7/07

nr
12/7/07

SS(Sen)

12.7.07
10/7/2006/103

File is under perusal for
the same to be taken for perusal

Director, SCOA has been informed about the decision.

P1. put up draft for Notification to formation of Selection Committee.

S
2-11-07

S.O. (SST)
SAC (SM)
2
05/11/07

foregoing notes and orders as well as finance Dept's advice prepage which has been endorsed by the for. Secy. and ^{honble} M.G.C. of this dept. may kindly be recalled.

A draft notification as instructed by the for. Secy. above, has been placed below for approval and issue.

Sm.
21.11.07

Inward
24/11/07

for
S.C. (SST)
S.O. (SST)

S
22-11-07

O.S. NO:- 1391. dt:- 26-11-07

File called for in C/W.

M.G.C.'s meeting today.
Returned.

L
04/01/08

26/11/07

O.
S.M.)

Xr

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

nots from merge
The minimum guidelines can be modified as advised by finance dept. ~~we can~~ The suggested selection procedure can be agreed to.

1179/28.9.07

Pt - I

Municipal Affairs Department

Principal Secretary, Health and Family Welfare Department may kindly like to refer the order dt. 18.02.2006 of the Finance Minister regarding requirement of manpower at State Headquarter level and also at ULB level for implementation of Community Based Health Programme in 63 non-KMA urban local bodies.

Regarding manpower at ULB level as mentioned below, the Finance Department appears to have "no problem". So the concerned ULBs is being informed by Municipal Affairs Department to engage personnel except Health Officer as per agreed norm.

Sl. No.	Name of Post	Total no. of Post for 63 ULBs
1.	Health Officer	63
2.	Medical Officer	42
3.	Data Resources Assistant	63
4.	Multipurpose Helper cum Storekeeper cum clerk	63
5.	Sanitary Inspector	67
6.	Health Assistant	126

But the point which needs mention here is that a proposal for recruitment of Health Officer in regular scale of pay through the West Bengal Public Service Commission is under active consideration of this department. Pending finalisation, it is proposed that the Health Officers may be engaged by the Municipal Affairs Department on contract on consolidated pay for six months renewable for further six months till the regular recruitment of Health Officer is made through the West Bengal Public Service Commission. Selection of such Health Officers to be engaged on contract basis is proposed to be made through the Selection Committee set up earlier by this department with approval of Finance Department for selection of such officers. Suggested recruitment qualification and consolidated pay for the post are mentioned hereunder :

1. Essential qualification : MBBS degree from recognised University

Requirement of Manpower at State Headquarter level

Sl. No.	Category of Personnel	Qualification	Experience	Scale of Pay (if on deputation)	Consolidated pay (on contractual appointment)
1)	(2)	(3)	(4)	(5)	(6)
	Project Officer	MBBS from recognised University	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.	Scale - 18 12000-375-18000	12000 + D.A. as admissible from time to time.
	a) Asstt. Project Officer from WBCS (Exe.)	-	Should have knowledge regarding planning on RCH, Public Health and have field experience of supervision, monitoring & training in similar type of projects.	Scale - 17 10000-325-15525	
2.	b) Asstt. Project Officer from Medical Profession	MBBS from recognised University	Should have knowledge regarding planning on RCH, Public Health and have field experience of supervision, monitoring & training in similar type of projects.	Scale - 17 10000-325-15525	10000 + D.A. as admissible from time to time.
3.	Medical Officer	MBBS from recognised University	Should have field experience of supervision, monitoring & training in similar type of projects.	Scale - 16 8000-275-13500	8000 + D.A. as admissible from time to time.
4.	Finance Officer	M. Com./ICWA /CA	Should have knowledge of double entry accrual based accounting system & Tally 7.2 version and experience of 3 years.	Scale - 16 8000-275-13500	8000 + D.A. as admissible from time to time.

5

5	Accounts Assistant	Bachelor degree in Commerce from recognised University	Should have knowledge of accounting in State Govt. / Central Govt. / autonomous body. Adequate experience in handling accounts independently in similar type of projects.	Scale - 6 3350-90-3800-6325	3350 + D.A. as admissible from time to time.
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.	Scale - 16 8000-275-13500	8000 + D.A. as admissible from time to time.
7.	Computer / Statistical Assistant	Bachelor degree from recognised University and Course in Computer Technology	Should have knowledge in MS Office, Tally 7.2 etc.	Scale - 6 3350-90-3800-6325	3350 + D.A. as admissible from time to time.
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.	Scale - 6 3350-90-3800-6325	3350 + D.A. as admissible from time to time.
9.	Multipurpose Helper	School Final	Should have adequate knowledge and experience in office work	Scale - 1 2600-55-4175	2600 + D.A. as admissible from time to time.

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.T. 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.

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

Madhyamik or its equivalent

