

[Signature]

Office of the Board of Councillors'
Dhupguri Municipality
Dhupguri :: Jalpaiguri

Memo No. 232VII/SI(Health)/2CBPHCS/DPAM/15 Date 12-03-2015

To
The Director of SUDA
Health wing, Ilgus Bhawan
H-C Block, Sec-III, Bidhannagar
Kolkata-106



PO (H)

Sub:- Joining report for the post of (i) Computer Assistant and (ii) Health Assistant (contractual) under Community Based Primary Health care Services, Dhupguri Municipality.

Sir,

In reference to the above subject this is to inform you that on the basis of the resolution of selection committee, meeting held on 11th February, 2015, the following persons have joined in the post of (i) Computer Assistant, (ii) Health Assistant on the date mentioned against their names.

Sl No.	Name	Name of the Post	Date of Joining	Time
1	Shuvam Choudhury	Computer Asst.	02/03/2015	Forenoon
2	Ruma Dutta	Health Asst.	02/03/2015	Forenoon

In this connection you are requested to allot further additional fund for the above post with effect from the month of March, 2015 in favour of Dhupguri Municipality.

Your cooperation will help us to provide health services to the community smoothly.

With thanks.

Yours faithfully,

Chairman
The President MHFWC
Dhupguri Municipality

Memo No.

Date

Copy forwarded for information to:

1. The Joint Secretary, Govt. of West Bengal Municipal Affairs Dept. Writers' Building, Kol-700001.
2. The Director of Local Bodies Purta Bhawan, (1st Floor) Bidhannagar, Kol-91
3. The Joint Director of Local Bodies Jalpaiguri Division, Siliguri.
4. The District Magistrate, Jalpaiguri.
5. The Chief Medical Officer of Health Jalpaiguri.
6. The Executive Officer, Dhupguri Municipality.
7. The Accountant, Dhupguri Municipality
8. The Account Asst. CBPHCS, Dhupguri Municipality

Chairman
The President MHFWC
Dhupguri Municipality



Office of the board of councillors'

Phone- (03563) 250046 (O)

Dhupguri Municipality

P.O. DHUPGURI ★ DIST- JALPAIGURI

Email : dhupgurimunicipality@gmail.com

Memo No. 188/VII/SI (Health)/2 CBPHCS/DPGM/15

Date 28.02.15

To

Shri/Smt. Shuvam Choudhury
S/o Late Biplab Kr. Choudhury
Sardoda Pally, Ward NO-07
P.O. Baishatiguri, P.S. Dhupguri
Dist. Jalpaiguri
PIN - 735210

Sub:- Letter of Engagement.

Sir/Madam,

In accordance with the decision of the selection committee under CBPHCS Project, this is to inform you that you have been selected for engagement to the post of Health Asst/Computer Asst. under CBPHCS Project for Dhupguri Municipality for a period of one year on purely contractual basis with a monthly consolidated remuneration of Rs. 5,000/- (Rupees five thousands) only subject to the enhancement of the contractual period after due date considering your performance.

Hence, you are requested to join the post within 7 (seven) days from the issuance of this letter failing which your engagement will liable to be cancelled.

This engagement is temporary in nature and subject to termination at least one month notice from the both side. No. T.A/D.A is permissible at the time of joining of the said post.

Thanking you.

Yours faithfully,

Sd/-
Chairman
&

President of MHFWC of
Dhupguri Municipality

Memo No. 188/VII/SI (Health)/2 CBPHCS/DPGM/15

Date 28.02.15

Copy forwarded to Director SUDA for kind information.

IL GUS BHAVAN
H-e, Block, Sector III
Salt Lake City, Bidhan Nagar
Kolkata- 106

Sd/-
Chairman
&

President of MHFWC of
Dhupguri Municipality

Chairman
Dhupguri Municipality

dt of joining
02.03.15

Dhupguri Municipality

P.O. DHUPGURI ★ DIST- JALPAIGURI

Email : dhupgurimunicipality@gmail.com

Memo No.....

Date.....

To

Shri/Smt. Ruma Dutta
D/o Saten Dutta.
Netaji Parza, Ward NO- 14
P.O. P.S. Dhupguri
Dist. Jalpaiguri
Pin 735210

Sir/Madam,

Sub:- Letter of Engagement.

In accordance with the decision of the selection committee under CBPHCS Project, this is to inform you that you have been selected for engagement to the post of Health Asst/Computer Asst. under CBPHCS Project for Dhupguri Municipality for a period of one year on purely contractual basis with a monthly consolidated remuneration of Rs. 5, 000/- (Rupees five thousands) only subject to the enhancement of the contractual period after due date considering your performance.

Hence, you are requested to join the post within 7 (seven) days from the issuance of this letter failing which your engagement will liable to be cancelled.

This engagement is temporary in nature and subject to termination at least one month notice from the both side. No. T.A/D.A is permissible at the time of joining of the said post.

Thanking you.

Yours faithfully,

sdl-

Chairman
&President of MHFWC of
Dhupguri Municipality

Memo No. 187/10/VII/51 (HEALTH)/2 C BPHCS/DPG.M/15

Date 28.02.15

✓ Copy forwarded to Director SUDA for kind information.

ILGUS JBHAVAN

Salt Lake City,

H-C, Block, Sector II

Bidhan Nagar

Kolkata- 106



Chairman

&

President of MHFWC of
Dhupguri Municipality

Chairman

Dhupguri Municipality

Dr. of joining
02.03.15

Dhupguri Municipality

P.O. DHUPGURI ★ DIST- JALPAIGURI

Email : dhupgurimunicipality@gmail.com

Memo No.....

Date.....

To

Sri/Smt.....

FOCT may be allowed to attend
selection committee meeting.
On 11.2.2015.Director, SUDA-

27.1.15

Sub:- Interview for selection of Contractual Staff for the post of (i) Computer Asst. (ii) Health Asst. in connection with Community Based Primary Health Care Services for Dhupguri Municipality.

Sir/madam,

As per decision of the meeting of the Selection Committee held on 3/5/2013 constituted for selection of the contractual staff under Community Based Primary Healthcare Services for Dhupguri Municipality, an Interview Board for the selection of the above posts will be held on 11-2-2015 at 10-30A.M. onward at the chamber of the Chairman of Dhupguri Municipality. In this connection, being a member of the said committee, you are hereby co-ordially invited to be remain present on 11-2-2015 at 10.30 A.M. for the above purpose or if not possible please send a representative of behalf of you.

With Thanks.

Sd/-
Chairman& the President MHFWC
Dhupguri MunicipalityMemo No. 731(9)/211/SI (HEALTH) / 2 CRPHCS / 20/1/15
Date.....20.1.15-

✓ Copy forwarded to Dr. Shibani Goswami, Project Officer, Health wing, SUDA, for information.

Chairman
& the President MHFWC
Dhupguri Municipality



Office of the board of councillors'

Phone- (03563) 250046 (O)

Dhupguri Municipality

P.O. DHUPGURI ★ DIST- JALPAIGURI

Email : dhupgurimunicipality@gmail.com

Memo No.....

Date.....

Release Order

PO(x)

[Handwritten signature]

Sri Arup Ghosh is hereby finally released from this office that is on
.....09.12.2013..... in the afternoon.

[Handwritten signature]
Chairman

Dhupguri Municipality

Memo No.....1007/102...../DPGM/2013

Date.....09.12.13.....

Copy forwarded for information to :

- ✓1. The Director of SUDA, Ilgus Bhavan, Bidhannagar, Kolkata-106.
2. Sri Anjan Roy, Sanitary Inspector (Sanitation Cell), Dhupguri Municipality.
3. Sri Arup Ghosh, Sanitary Inspector, CBPHCS, Dhupguri Municipality.
4. Executive Officer, Dhupguri Municipality.
5. Establishment Section, Dhupguri Municipality.
6. Account Section, Dhupguri Municipality.
7. Asstt. Accountant, CBPHCS.

[Handwritten signature]

Chairman
Dhupguri Municipality

Dhupguri Municipality

P.O. DHUPGURI ★ DIST- JALPAIGURI

Email : dhupgurimunicipality@gmail.com

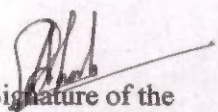
Memo No.....

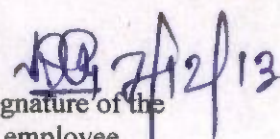
Date.....

Sub:- Making over and taking over charges of Sanitary Inspector of Sri Arup Ghosh, Dhupguri Municipality (CBPHCS)

In pursuance of your order, communicated under memo No. 1003/DPGM/13, dated 07.12.13..., of Dhupguri Municipality, we, the following employee, do hereby make over and take over the charges of Sanitary Inspector (Health) of DPGM this day that is on 07.12.13.....

In this regard details list of charges/articles are enclosed.


Signature of the
employee
making over the charges


Signature of the
employee
taking over the charges

Memo No. 1004/1(6)/DPGM/13

Date 07/12/13

Copy forwarded for information to:

1. The Chairman, Dhupguri Municipality.
2. ☒ The Director of SUDA, Ilgus Bhavan, Bidhannagar, Kolkata-106.
3. Executive Officer, Dhupguri Municipality.
4. Establishment Section, Dhupguri Municipality.
5. Account Section, Dhupguri Municipality.
6. Asstt, Accountant, CBPHCS.

SI No 0842

Handwritten signature



Jadavpur Training Society For Mental & Physical

Regd. Office : Jadavpur, Kolkata - 700 032

Study Center : A1/6(S), Kalyani, Nadia, Pin-741235

REGD. BY THE GOVT. OF WEST BENGAL

Registration No:- 12.07/2008/09

This is to Certify that *Smt. Sonna Roy Shukla*
S/O. D/O. 2010. kate. Ramesh. Chandra Roy. Saran
has duly passed the final examination of *Diploma in H. Arts. S. Mg.*
conducted in the month of *25th March 2008. Feb.-2009* During the period of training
his / her behaviour and conduct was *Good*

2/11



Signature
Executive Officer
Jadavpur

Signature

Principal

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI, PIN-735210****ESTD-2002**

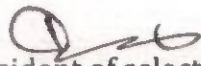
Memo No.....D.P.G.M.

Date.....

**Notice**

In pursuance of Ref no :- SUDA-Health/63ULBs/06/23(2), Dated : -10/08/2006 and notification no:- 111-MA/C-10/3S-55/2005, Dated :- 02/02/07 and also ref no :- SUDA-Health/24/08/219, Dated :- 07/11/2012, a meeting for selection of Computer Assistant and Health Assistant under "CBPHCS Programme" will be held on 03/05/2013 at 1:00 pm, at the chamber of Chairman of Dhupguri Municipality.

So, all the members of Selection Committee are requested to attend the meeting in earliest convenient.

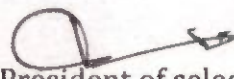

President of selection committee
And
Chairman of Dhupguri Municipality

Memo no:- 379(8)/DPGM/2013Dated :- 25.04.13

Copy forwarded for information and necessary action to :-

1. District Magistrate, Jalpaiguri, with request to send her representatives to attend the meeting.
2. Director of SUDA, with request to send his/her representatives to attend the meeting.
3. Assistant chief Medical officer of Health, jalpaiguri Sadar.
4. Councillor-in-Charge(Health), Dhupguri Municipality.
5. Block medical officer of Health, Dhupguri Rural Hospital.
6. Executive officer, Dhupguri Municipality.
7. President, community Development Society.
8. Representatives of local NGOs.

with
request to
attend the
meeting in
earliest
convenient.


President of selection committee
And
Chairman of Dhupguri Municipality

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. **SUDA-Health/24/08/219**

Date **07.11.2012**

From : Director, SUDA

**To : The Chairman
Dhupguri Municipality**

**Sub. : Contractual appointment of personnel for M & S Cell in respect of
Community Based Primary Health Care Services.**

Ref. : Your communication bearing memo no. 834/D.P.G.M dt. 02.11.2012.

Sir,

With reference to above, this is to inform you that the order of the Department of Municipal Affairs bearing no. 111-MA/C-10/3S-55/2005 dt. 02.02.2007(copy of which has already been handed over to you on 06.11.2012) is to be followed while selecting personnel for contractual appointment at M & S Cell at ULB level.

Thanking you.

Yours faithfully,



Director, SUDA

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****Estd-2002**MEMO NO. 834/D.P.G.M /12DATE 02.11.12

To
The Director, SUDA
West Bengal
Ilug Bhavan, H.C. Block, Sector III (Health wings)
Bidhannagar, Salt Lake City, Kolkata-91

Sub:- Proposal for awarding permission to fill up 2 (two) vacant posts under C.B.P.H.C.S. of this Municipality due to resignation tendered by the previously engaged staff.

Sir,


I like to inform you that on the strength of G.O. NO. 111/MA/C-10/35-55/ 2005 dt. 02.02.2007 issued by the Joint Secretary M.A. Deptt. Govt. of W.B. & after due interview process two staff viz Sri Goutam Mitra & Sri Meheub Alam were appointed on contractual basis as the computer Assistant & Health Assistant respectively under C.B.P.H.C.S. Scheme of this Municipality.

But subsequently Sri Meheub Alam, Health Assistant tendered his resignation from the post on 18.01.2012 & Sri Goutam Mitra, Computer Assistant under C.B.P.H.C.S. tendered his resignation from the Post on 17.09.2012, which have duly been accepted by the B.O.C. of this Municipality & thus the aforesaid two posts are now lying vacant.

For the time being & for emergency purposes one Computer assistant has temporarily been engaged under C.B.P.H.C.S. and the contractual monthly remuneration of the engaged staff are at present being met up from the own Fund of this Municipality.

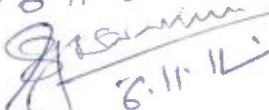
You are requested to kindly give us permission to fill up the aforesaid two vacant posts under C.B.P.H.C.S. of this Municipality so that due process can be initiated early from this end.

Yours faithfully,


Chairman
Dhupguri Municipality
2/11/12

Copy forwarded for information & necessary action to:

1. The Joint Secretary Govt. of West Bengal
Municipal Affiers Deptt. Writers Building, Kol-1.

a copy of relevant orders
handed over to the chairman
Dhupguri Mpl. on 6.11.12.

6.11.12

Chairman
Dhupguri Municipality

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. **SUDA-Health/24/08/157**

Date**19.09.2012**

From : Director, SUDA

**To : The Chairman
Dhupguri Municipality**

**Sub. : Statement of Expenditure for the month of August, 2012
relating to CBPHCS.**


Sir,

With reference to your communication vide no. 649/DPGM/12 dt. 06.09.2012 forwarding SOE for the month of August, 2012 for an amount of Rs. 3,27,410/-, this is to bring to your notice that loan recovery for an amount of Rs. 1,61,680/- will not come under the said SOE as the expenditure has already been booked by you till the month of August, 2012. Thus the SOE amount will be Rs. 1,65,730/- (3,27,410 – 1,61,680) instead of Rs. 3,27,410/-.

Hence, you are requested to instruct your office to reconcile the A/Cs.

Thanking you.

Yours faithfully,


Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

West Bengal

Ref No. **SUDA-Health/24/08/157**

Date**19:09.2012**

From : Director, SUDA

To : The Chairman
Dhupguri Municipality

Sub. : Statement of Expenditure for the month of August, 2012
relating to CBPHCS.

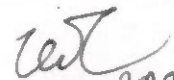
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Hence, you are requested to instruct your office to reconcile the A/Cs.

Thanking you.

Yours faithfully,


20/9/2012
Director, SUDA

Office Of The Board Of Councillors
DHUPGURI MUNICIPALITY
P.O. DHUPGURI, DIST-JALPAIGURI
ESTD-2002

Memo No...../DPG.M/12

Date.....

To,
The Director of SUDA
Health Wings, Ilgus Bhavan
H-C Block, Sec- III,
Bidhannagar ,
Kolkata -700091.



FO.
8
18.9.12

**Sub :- The monthly Statement of expenditure for the month of AUGUST-2012
Primary Health Care Service , Dhupguri Municipality.**

Ref :- SUDA/Health/63ULBs/06/186 ;Dated-17-11-2006.

Sir/ Madam ,

In reference to above the SOE for AUGUST -2012 is enclosed herewith for
favour of your kind information and necessary action.

Enclo:- As stated .

Yours faithfully

Chairman
Dhupguri Municipality

Memo no.....649/101...../DPG.M/12

Date.....6. 09.12.....

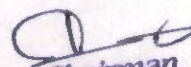
Copy forwarded for information and necessary action to -

- 1) The Project Officer, Health SUDA, Ilgus Bhavan ,H-C Block,Sec-III,
Bidhannagar , Kolkata-700091.

Chairman
Dhupguri Municipality

**Community Based Primary Health Care Services in 63
Non-KMA ULBs Statement of Expenditure
Name of the Municipality : Dhupguri Municipality
Month of AUGUST- 2012**

SL No	Item of Expenditure	Expenditure (Amount in Rs)	SL No	Item of Expenditure	Expenditure (Amount in Rs)
	Non- Recurring			Recurring	
1.	Equipment :	Nil	9.	Honorarium (July & Aug)	1,01,360=00
2.	Furniture	Nil	10.	Salary (July & Aug)	51,000=00
3.	Construction (Non-applicable for the present)	Nil	11.	Loan Recovery	1,61,680=00
	a)Sub-Centre	Nil	12.	Arrear Salary Bill	
	b)OPD Cum Maternity Home	Nil	13.	Drug (Medical Instrument)	
	c)OPD	Nil	14.	Bonus	
4.	I.E.C& Materials	Nil	15.	Operating Cost A/C (Cleaning charge, Ladies bag & Umbrella)	13,370=00
5.	Renovation Works	Nil			
6.	Base Line Survey	Nil			
7.	Family Schedule, Training manual, HMIS format & HHW kit Bag.	Nil			
8.	Strengthening of existing Maternity Home& Dispensaries (Not applicable for the present)	Nil			
				TOTAL	3,27,410=00


 Chairman
 Dhupguri Municipality

**Community Based Primary Health Care Services in 63
Non-KMA ULBs Financial Guideline
Name of the Municipality : Dhupguri Municipality
Month of AUGUST - 2012**

Sl. No	Voucher No & Date	Item of Expenditure	Name if Expenditure	Amount	
				Rs	Ps
1	01-08-2012	Salary A/C	Salary	25,500	00
2	01-08-2012	Honorarium A/C	Honorarium	50,680	00
3	01-08-2012	Operating Cost A/C	Honorarium ,Cleaning & Sweeping staff	3,000	00
4	16-08-2012	Operating Cost A/C	Ladies Bag & Umbrella	7370	00
5	27-08-2012	Loan Recovery A/c	Loan Recovery to Municipal own fund	1,61,680	00
6	31-08-2012	Salary A/C	Salary	25,500	00
7	31-08-2012	Honorarium A/C	Honorarium	50,680	00
8	31-08-2012	Operating Cost A/C	Honorarium ,Cleaning & Sweeping staff	3,000	00
			Total	3,27,410	00


Fund Received From SUDA	SOE Sent up to the month of AUGUST (12/13)	SOE During the month of SEPTEMBER (12/13)	Total SOE	Closing Balance as on 31/08/2012	
				Rs	Ps
Opening Balance as at 01/08/2012 Rs- 12,183=00 Loan from Own fund , dt-01-07-12 Rs -79,180=00 From:-SUDA Ref no-SUDA-67/2006(pt-II)/93(24) Rs 1,47,300=00 Dt-20-07-12. DD No -065460dt-19-07-12 Loan from Own fund , dt-01-03-12 Rs -11,500=00 Loan from Own fund , dt-31-08-12 Rs -79,180=00	--	3,27,410=00	3,27,410=00	1933	00
Rs-3,29,343=00	--	3,27,410=00	3,27,410=00	1933	00


Chairman
Dhupguri Municipality

DHUPGURI MUNICIPALITY

APPROVAL NOTE SHEET FOR DRAWAL OF FUND

THE FOLLOWING AMOUNT IS REQUIRED TO BE DRAWN FROM TREASURY BANK FOR THE PURPOSE AS NOTED BELOW.

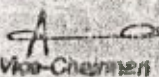
Date	PURPOSE	AMOUNT
27.08.12	Lone Recovery H. H. W Fund to Municipality on. Fund. U.B.K. Q. B. A/c - NO - 12032/ 4000281010002523 to U.B.K. Q. B. A/c - NO - 12032/ 4000281010002601	Rs. 1, 61, 680 = 00
	Rupees	Lone Date & cr. no.
1.	21,000 = 00	27-06.10.10 cr. no - 480724
2.	11,500 = 00	27-07.03.12 cr. no - 627293
3.	50,000 = 00	27-04.07.12 cr. no - 747543
4.	79,180 = 00	27-07.03.12 cr. no - 747986
	Tot/Rs. 1, 61, 680 = 00	/
	/	/
Request No. 747326 Dt 27.8.2012		
 Chairman Dhupguri Municipality		TOTAL - 1, 61, 680 = 00

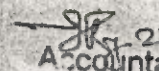
✓ No. 952/2012
Dt 27/8/2012

The amount will be drawn and adjusted against.

Approved B. (one lakh sixty one thousand six hundred and eighty) only. H. H. W. Fund


Chairman
DHUPGURI MUNICIPALITY
Dhupguri Municipality


Vice-Chairman
Dhupguri Municipality
Dhupguri Municipality


Accountant
Dhupguri Municipality

DHUPGURI MUNICIPALITY

APPROVAL NOTE SHEET FOR DRAWAL OF FUND

THE FOLLOWING AMOUNT IS REQUIRED TO BE DRAWN FROM TREASURY/BANK FOR THE PURPOSE AS NOTED BELOW.

Date	PURPOSE	AMOUNT
16.8 2012	1) Bill for Payment of Lake Math Bag House for Supply of Ladies Bags umbrella and Printing charge.	Rs. 7370 = 00
<p>V/NO-877/2012-2013</p> <p>dt 16/8/2012</p> <p>Cheque No → 626800</p> <p>dt → 16.8.2012</p>		
TOTAL-		Rs. 7370 = 00

The amount will be drawn and adjusted against. * H. H. W. * V. B. K. G. B.

Approved

Chairman
DHUPGURI MUNICIPALITY

Vice Chairman
Dhupguri Municipality
Dhupguri, Jalpaiguri

16/8
Accountant
Dhupguri Municipality
Dhupguri, Jalpaiguri

Voucher No. 2013

Cash Memo

Cheque No. 2012

Loke Nath Bag House

Sl. No. 085

Hilcar Road, Siliguri

Page No.

Name: The Chairman Dhupguri Municipality, 56/7
Health Section

Address:

Qty.	Particulars	Rate	Amount	
			Rs.	P.
1)	Ladise Bag 22½	150	3300	00
2)	Ladise Umbrella 22½	150	3300	00
3)	Printing Charge		770	00
Total			7370	00

used for Payment Rs. 7370

Side Cheque No.

Date

From

CHUPGURI MUNICIPALITY

Chairman
Dhupguri Municipality
Dhupguri, JalpaiguriAccountant
Dhupguri Municipality
Dhupguri, JalpaiguriChairman
Dhupguri Municipality
Dhupguri, Jalpaiguri

Rupees Seven thousand three hundred seventy only

Date 21.8.2012

Challan

Loke Nath Bag House

Sl. No. 201

Hillcart Road, Siliguri

Name To the chairman

Address Dhupguri Municipality Health Section

Qty.	Particulars	Rate	Amount	
			Rs.	P.
1)	Lodise Bag 22/5			
2)	Lodise Umbrella 22/5			
<p>Received</p> <p>Sd/-</p> <p>Sanitary Inspector</p> <p>CSPHCS</p> <p>Dhupguri Municipality</p> <p>Chairman</p> <p>Dhupguri Municipality</p>				
		Total		

Rupees.....

..... only.

Date.....

Signature

ORDER SLIP

Sl.No.

2606

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI

To.

Laxnath Bg Home

M/s.

Dhupuri Jal

Please Supply The Following Goods In Good Condition

Date 10.08.12

SL. NO.

DESCRIPTION OF GOODS

QUANTITY

1

Ladim Bgg

22 (Twenty two)

2

" Umbrella

22 (Twenty two)

3

Fa.
H.H. W. M.

Chairman
Dhupguri Municipality

Date 10.08.12

Signature

Dhupguri Municipality

NOTE SHEET DHUPGURI MUNICIPALITY

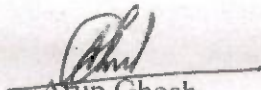
Regarding purchase of umbrella and survey bags for HHWs and also for F.T.S.

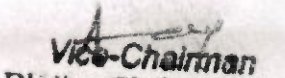
Date. 07/08/12


It is noted that there are five municipal sub-centre under Dhupguri Municipality. The twenty two number of field workers have been working under the Community Based Primary Care Health Services. Now the APL and BPL families under Dhupguri Municipality have been surveyed by HHWs and inspected by F.T.S.

Due to lack of good quality of large bags and also good quality of umbrella, the Health workers can't survey properly under the scorching heat of sun and also under the heavy rain fall.

To consider the urgency, the twenty two number of bags and umbrella costing rupees 150/each may be bought & printed from a bonafide shop namely M/s. Loknath bag House, Siliguri, If approved.


Arup Ghosh
CBPHCS
Dhupguri Municipality


Vice-Chairman
Dhupguri Municipality
Dhupguri, Jalpaiguri


Chairman
Dhupguri Municipality
Dhupguri, Jalpaiguri


Chairman
Dhupguri Municipality

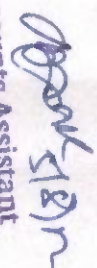
Office of the Board of Councillors
DHUPGURI MUNICIPALITY

Monthly Contractual Pay/Honorarium for the month of AUGUST -2012 under the
COMMUNITY BASED PRIMARY HEALTH CARE SERVICES

Reporting Month -AUGUST

Sl No	Name of the Staff	Designation	Monthly Contractual Pay/Salary	Gross Amount	Deduction On (P.Tax)	Total Deduction	Net Amount Payable	Signature of the Staff
1.	Arup Ghosh	S.I	6,750=00	6,750=00	45=00	45=00	6,705=00	Sd/-Arup Ghosh
2.	Bijoy Basak	Account Assistant	6,250=00	6,250=00	45=00	45=00	6,205=00	Sd/-Bijoy Basak
3.	Goutam Kr.Mitra	Computer Assistant	6,250=00	6,250=00	45=00	45=00	6,205=00	Sd/-Goutam Kr.Mitra
4.	Mahabul Alam	Multipurpose Helper Cum S.K. Clerk.	6250=00	6250=00	45=00	45=00	6,205=00	Sd/-Mahabul Alam
	TOTAL			25,500=00		180=00	25,320=00	

(Rupees Twenty five thousand five hundred) only


Accounts Assistant
CBPHCS
Dhupguri Municipality


Chairman
Dhupguri Municipality

Office of the Board of Councillors


DHUPGURI MUNICIPALITY


Monthly Contractual Pay/Honorarium for the month of AUGUST -2012 under the
COMMUNITY BASED PRIMARY HEALTH CARE SERVICES

Reporting Month -AUGUST

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(Rupees Twenty five thousand five hundred) only


Accounts Assistant
CBPHCS
Dhupguri Municipality


Chairman
Dhupguri Municipality

Office of the Board of Councillors

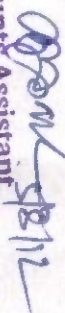
DHUPGURI MUNICIPALITY


Monthly Contractual Pay/Honorarium for the month of JULY -2012 under the
COMMUNITY BASED PRIMARY HEALTH CARE SERVICES

Reporting Month - AUGUST

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2.	Bijoy Basak	Account Assistant	6,250=00	6,250=00	45=00	45=00	6,205=00	Sd/-Bijoy Basak
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			TOTAL	25,500=00		180=00	25,320=00	

(Rupees Twenty five thousand five hundred)only


Accounts Assistant
CBPHCS
Dhupguri Municipality


Chairman
Dhupguri Municipality
Dhupguri Municipality

Office of the Board of Councillors
DHUPGURI MUNICIPALITY

Monthly Contractual Pay/Honorarium for the month of JULY -2012 under the
COMMUNITY BASED PRIMARY HEALTH CARE SERVICES

Reporting Month -AUGUST

Sl No	Name of the Staff	Designation	Period	Monthly Contractual Pay/	Gross Amount	Deduction /P. Tax	Net Amount Payable	Signature of the Staff
1.	Sima Ghosh (Sarkar)	FTS	1/07/12 TO 31/07/12	2670.00	2670.00	NIL	2670.00	Sd/- Sima Ghosh (Sarkar)
2.	Shafali Basak	FTS	1/07/12 TO 31/07/12	2670.00	2670.00	NIL	2670.00	Sd/- Shafali Basak
3.	Biya Biswasarma (Roy)	FTS	1/07/12 TO 31/07/12	2670.00	2670.00	NIL	2670.00	Sd/- Biya Biswasarma (Roy)
4.	Jayanti Roy	FTS	1/07/12 TO 31/07/12	2670.00	2670.00	NIL	2670.00	Sd/- Jayanti Roy
5.	Pratima Roy	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Pratima Roy
6.	Praanati Raha (Sarkar)	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Praanati Raha(Sarkar)
7.	Anima Chatterjee	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Anima Chatterjee
8.	Binodini Roy	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Binodini Roy
9.	Sakuntala Roy (Barman)	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Sakuntala Roy (Barman)
10.	Kabita Sarkar (Ghosh)	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Kabita Sarkar(Ghosh)
11.	Ruma Bhattacharjee	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Ruma Bhattacharjee
12.	Mousumi Dey (Bose)	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Mousumi Dey (Bose)
13.	Sima Ghosh (Sarkar)	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Sima Ghosh (Sarkar)
14.	Anita Roy	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Anita Roy
15.	Anju Dutta (Bhowal)	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Anju Dutta (Bhowal)
16.	Malina Roy	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Malina Roy
17.	Sakuntala Deb (Chowdhury)	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Sakuntala Deb(Chowdhury)
18.	Mona Roy	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Mona Roy
19.	Jharna Dhar	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Jharna Dhar
20.	Rakhi Mridha	H.H.W.S.	1/07/12 TO 31/07/12	2500.00	2500.00	NIL	2500.00	Sd/- Rakhi Mridha
				TOTAL	Rs 50680.00	NIL	50680.00	

(Rupees Fifty thousand six hundred eighty)only

Accounts Assistant
CBPHCS
Dhupguri Municipality

Chairman
Dhupguri Municipality


Office Of The Board Of Councillors
DHUPGURI MUNICIPALITY
PO - DHUPGURI. DIST-JALPAIGURI.
ESTD -2002

Voucher No....
Date

Bill for Cleaning & Sweeping charge for the Month of **JULY - 2012.** under CBPHCS Dhupguri Municipality

Sl No	Name of the Personnel	Wages / Day	Monthly Remuneration	Gross Amount payable	Deduction if any	Net Amount payable	Signature	Remarks
1.	Sima Paul	1-07-2012 to 31/07/2012	1500=00	1500=00	Nil	1500=00	Sd/-Sima Paul	
2.	Manashi Mallick	1-07-2012 to 31/07/2012	1500=00	1500=00	Nil	1500=00	Sd/-Manashi Mallick	
				TOTAL		Rs. 3000=00		

(Rupees Three thousand) only


Accounts Assistant
CBPHCS
Dhupguri Municipality


Chairman
Dhupguri Municipality


Office Of The Board Of Councillors
DHUPGURI MUNICIPALITY
PO - DHUPGURI, DIST- JALPAIGURI.
ESTD -2002

Voucher No...
Date

Bill for Cleaning & Sweeping charge for the Month of **AUGUST - 2012.** under CBPHCS Dhupguri Municipality

Sl No	Name of the Personnel	Wages / Day	Monthly Remuneration	Gross Amount payable	Deduction if any	Net Amount payable	Signature	Remarks
1.	Sima Paul	1-08-2012 to 31/08/2012	1500=00	1500=00	Nil	1500=00	Sd/-Sima Paul	
2.	Manashi Mallick	1-08-2012 to 31/08/2012	1500=00	1500=00	Nil	1500=00	Sd/-Manashi Mallick	
				TOTAL		Rs. 3000=00		

(Rupees Three thousand) only


Accounts Assistant
CBPHCS
Dhupguri Municipality


Dhupguri Municipality

Details of persons engaged in C.B.P.H.C.S.
Dhupguri Municipality

Sl. No.	Name of employees	Designation	Programme / Scheme
01.	Arup Ghosh	Sanitary Inspector	CBPHCS
02.	Bijoy Basak	Accountant Asstt.	CBPHCS
03.	Gautam Kumar Mitra	Computer Asstt.	CBPHCS
04.	Mahabul Alam	Stopr Keeper cum Multipurpose S.K. Clerk.	CBPHCS

Sl. No.	Name of employees	Designation
01.	Sima Ghosh (Sarkar)	F.T.S.
02.	Shefali Basak	F.T.S.
03.	Biva Biswasaram (Roy)	F.T.S.
04.	Jayanti Roy	F.T.S.
05.	Pratima Roy	HHW
06.	Pranati Raha (Sarkar)	HHW
07.	Anima Chatterjee	DO
08.	Binodini Roy	DO
09.	Sakuntala Roy (Barman)	HHW
10.	Kabita Sarkar	HHW
11.	Ruma Bhattacharjee	HHW
12.	Mousumi Dey	HHW
13.	Pranita Ghosh	HHW
14.	Anita Roy	HHW
15.	Anju Dutta	HHW
16.	Malina Roy	HHW
17.	Sakuntala Deb	HHW
18.	Mona Roy	HHW
19.	Jharna Dhar	HHW
20.	Rakhi Mridha	HHW
21.	Sima Paul	HHW (Helper)
22.	Manasi Mallick	HHW (Helper)

Seen
14.08.12
VICE-CHAIRMAN
Dhupguri Municipality
Dhupguri, Jalpaiguri

Chairman
Dhupguri Municipality
Dhupguri, Jalpaiguri

POCH
D
27/8/12
File

Office of The Board of Councillors
DHUPGURI MUNICIPALITY
DHUPGURI : JALPAIGURI
ESTD: 2002

Memo No.DPGM/12

Order



PO(H)
[Signature]
[Signature]

The Joint Secretary, Municipal Affairs Department, Govt. of West Bengal has communicated that the tenure of the C.B.P.H.C.S. & H.H.W. scheme has further been extended for 1 (one) year with effect from 01/04/2012 to 31/03/2013 vide his memo No. 287(74)/MA/C-10/3S-45/2007 dated. Kolkata the 29th March, 2012.

In view of the above the services of the staffs under CBPHCS & HHW are extended for further period of one year with effect from 01/04/2012 to 31/03/2013 for running the above scheme of CBPHCS & HHW in the Dhupguri Municipality, as per existing terms and conditions.

Sdf
Chairman
Dhupguri Municipality

Board of Councillor
Dhupguri Municipality
Dhupguri : Jalpaiguri

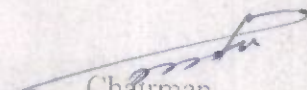
Memo No. 289B/1(31)/DPG.M/12

Date 31.03.12

Copy forwarded for information & compliance to:

- 1) Arup Ghosh, Sanitary Inspector, CBPHCS, Dhupguri Municipality.
- 2) Bijoy Basak, Account Assistant, CBPHCS, Dhupguri Municipality.
- 3) Gautam Kumar Mitra, Computer Assistant, CBPHCS, Dhupguri Municipality.
- 4) Mahabul Alam, Multi purpose Helper -cum S.K. Clerk, CBPHCS, Dhupguri Municipality.
- 5) Sima Ghosh, F.T.S. Dhupguri Municipality.

- 6) Biva Biswasarma, F.T.S. Dhupguri Municipality.
- 7) Sefali Basak, F.T.S., Dhupguri Municipality.
- 8) Jayanti Roy, F.T.S., Dhupguri Municipality.
- 9) Pratima Roy, HHW, Dhupguri Municipality.
- 10) Pranati Raha, HHW, Dhupguri Municipality.
- 11) Anima Chatterjee, HHW, Dhupguri Municipality.
- 12) Binodini Roy, HHW, Dhupguri Municipality.
- 13) Sakuntala Roy, HHW, Dhupguri Municipality.
- 14) Kabita Sarkar, HHW, Dhupguri Municipality.
- 15) Ruma Bhattacharjee, HHW, Dhupguri Municipality.
- 16) Mousumi Dey, HHW, Dhupguri Municipality.
- 17) Anita Roy, HHW, Dhupguri Municipality.
- 18) Anju Dutta, HHW, Dhupguri Municipality.
- 19) Malina Roy, HHW, Dhupguri Municipality.
- 20) Pranita Ghosh, HHW, Dhupguri Municipality.
- 21) Sakuntala Deb, HHW, Dhupguri Municipality.
- 22) Mona Roy, HHW, Dhupguri Municipality.
- 23) Jharna Dhar, HHW, Dhupguri Municipality.
- 24) Rakhi Mridha, HHW, Dhupguri Municipality.
- 25) The Joint Secretary, Health & Family Welfare Department, P& B Branch, Swasthya Bhawan, GN-29, Sector-V, Salt Lake City, Kolkata-91.
- ✓ 26) The Director, SUDA, Ilgus Bhawan, H-C Block, Sector-III, Salt Lake, Kolkata-106.
- 27) The Accountant, Dhupguri Municipality.
- 28) The Cashier, Dhupguri Municipality.
- 29) The Head Clerk, Dhupguri Municipality.
- 30) Sri. Anjan Roy, S.L., Dhupguri Municipality.
- 31) Office Copy.


Chairman
Dhupguri Municipality

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI, PIN-735210

ESTD-2002

Memo No. 356/D.P.G.M./11Date 14.06.11

To
M/S Florence India
32, Ezra Street
6th floor
Kolkata-1



FO.
20.6.11

Sub: Supply orderRef: HST/6A-01-06/371 ; dt. 25.05.10 of the Director of Health Services, Govt. of West Bengal.

In reference to the memo above, you are hereby ordered to supply the following quantity of different of different medicine as mentioned against each.

You are further ordered that the assignment containing the below noted medicines to the u/s within 10 (en) days from the date of issue of this order along with challan.

The bill towards cost of below noted medicine would be paid by the u/s on production of copy of challan along with the bill after receipt of the medicines.

Sl. No.	Name of Medicines / Materials	Measurement or strength	Quantity
01.	Dettol	100 ml.	02 Doz.
02.	Soap	50 gm.	01 Doz.
03.	Kidney shaped Tray (S.S.)	Small	04 Nos.
04.	Cotton Box	Small	04 Nos.
05.	Lifter (S.S.)	Small	04 Nos.
06.	Forcep	6"	04 Nos.
07.	0.1 ml. syringes (Disposable)	1 ml.	500 pices.
08.	Sphygmomanometer (B.P.)	--	04 pices.
09.	Stethoscope	--	04 pices.
10.	Roller Bandage	4 "	04 Doz.
11.	Wall Clock	--	05 Nos
12.	S. S. Tray	(10 X 12)"	04 Nos.
13.	Syringe (0.5 ml)	--	3000 pices.
14.	Pregnancy test strip	--	220 pieces.
15.	Absorbent Cotton	100 gm. Each	20 packs.
16.	Metrogyl (400 mg.)	400 mg.	500 strips.
17.	Paracetamol	500 mg.	500 strips.
18.	Trimoxazole (adult)	400 mg./80 mg.	100 strips.
19.	Trimoxazole (Paediatric)	200 mg. / 40 mg.	100 strips.
20.	Albendazole	400 mg.	500 strips.
21.	Condom	--	500 packs
22.	Oral Pill	--	500 strips.
23.	Weight machine.	--	02 pieces.
24.	Bleaching Powder	250 gm/ pack	50 pieces.

Thanking you,

Chairman

Dhupguri Municipality

Date 14.06.11Memo No. 356/12/DPGM/11

Copy forwarded to The D. H. S. , (EXs.) , Govt. of West Bengal, for favour of kind information

✓ The Finance Officer, SUDA.

Chairman

Dhupguri Municipality

SUDA

STATE URBAN DEVELOPMENT AGENCY

**HEALTH WING
"ILGUS BHAVAN"**

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

Ref No SUDA-Health/24/08/280

Date 21.10.2010

From : Director, SUDA

**To : Shri M.N. Pradhan
Joint Secretary to the
Govt. of West Bengal
Dept. of Municipal Affairs.**

Sub. : Appointment of Health Officer at Dhupguri Municipality under CBPHCS.

Sir,

Enclosed kindly find herewith a copy of communication of the Chairman, Dhupguri Municipality bearing no. 504/DPGM/10 dt. 28.09.2010, which speaks for itself.

In this connection, this office earlier communication vide no. SUDA-Health/24/08/84 dt. 18.06.2010 may also be referred to (copy enclosed for ready reference).

You are requested to look into the matter.

Thanking you.

Enclo. : As stated.

SUDA-Health/24/08/280/1(1)

CC

Chairman, Dhupguri Municipality for information.

Yours faithfully,



Director, SUDA

Dt. .. 21.10.2010

Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
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Yours faithfully,

Enclo. : As stated.

Sdr

Director, SUDA

SUDA-Health/24/08/280/1(1)

Dt. .. 21.10.2010

CC

Chairman, Dhupguri Municipality for information.

Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

West Bengal

Ref No. SUDA-Health/24/08/280

Date 21.10.2010

From : Director, SUDA

To : Shri M.N. Pradhan
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Thanking you.

Yours faithfully,

Enclo. : As stated.

Director, SUDA

SUDA-Health/24/08/280/1(1)

Dt. .. 21.10.2010

CC

Chairman, Dhupguri Municipality for information.

Director, SUDA

Office Of The Board Of Councillors
DHUPGURI MUNICIPALITY
P.O. DHUPGURI, DIST-JALPAIGURI

Memo No.....507...../D.P.G.M./10

Date...28.9.10

To
The Director, State Urban Development Agency
ILGUB Bhavan
H-C Block, Sector-III
Bidhannagar,
Kolkata 700106

PO (H)



Sub:- Appointment of Health Officer at Dhupguri Municipality under community Based Health care service (CBPHCS).

Ref:- our memo no. 214/DPG.M/10 dt. 13-05-10.

Sir,

In reference to the subject noted above, I like to bring the followings facts before your kind self for favour of your kind perusal.

1. That, a post of Health Officer on contractual basis was sanctioned by you to take care of the community Based primary Health care Service scheme in the Municipality;
2. That H.H. WS and F.TS were also appointed on contractual basis to assist the Health Officer in implementing the scheme with a view to deliver and guide Basic Medical Services to the Citizens of the Municipality.
3. That, as per job chart the Health Officer, being a competent and expert one was made the technical as well administrative head of the scheme is held responsible for monitoring, supervision and implementation of Urban Health including primary Health care, Public Health and Natural Health programme.
4. That, in addition to above, the Health Officer has to detail out the general work plan along with time frame and monitoring of the work as per laid down target, and.
5. That, the Health also has to attend clinics at Sub-Centres whenever required.
6. That, the Health Officer has also to render guidance and instructions to all staffs working in the scheme.
7. That, a notification was issued in three leading Bengali daily new papers inviting applications for Health Officer on contractual Basic for the Municipality.
8. That, only a single application has been received for appointment in the post of Health Officer, but did not turn up later.
9. That, due to absence of a Health Officer, the community based primary Health care scheme is being run through by some trained H.H.WS' and F.TS', which is very risky and not at all desirable.
10. That, thus the community health service, scheme without the leadership of a Health Officer, which is an ambitious scheme of the Govt. is not delivering the desired result to the Citizens of the Municipality who expressing doubt about the pious will of the scheme.
11. That, in my opinion, if we are honest and sincere in our approach to deliver Primary Health Care Service to the Citizens of the Municipality, the presence of Health Officer is of highest importance and vital one.
12. That, in my view, in the present perspective it is not realistic to think an M.B.B.S. pass Medical graduate will work at a meagre salary at Below the age of 32 yrs in the Municipality.

So, if we are to engage one Health Officer to pilot the scheme efficiently with a view to fulfill the expectations of the Citizens, to achieve the target of the scheme we have to improve the salary packet of the Health Officer to a reasonable one and withdraw age limit to open the avenue for retired service Doctors otherwise the Scheme will never reach its desired goal.

This is favour of your kind perusal and necessary action.

Thanking you,

Yours faithfully


Chairman
Dhupguri Municipality

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal****Ref No. SUDA-Health/24/08/84****Date18.06.2010****From : Director, SUDA****To : The Secretary
Department of Municipal Affairs
Writers' Building
Kolkata.****Sub. : Engagement of Health Officer under CBPHCS in Dhupguri Municipality.****Sir,**

Enclosed kindly find herewith a copy of communication of the Chairman, Dhupguri Municipality bearing no. 214/DPG.M/2010 dt.13.05.2010 regarding engagement of Health Officer(HO) under CBPHCS.

The Chairman has expressed his difficulty in implementing CBPHC scheme in absence of Health Officer, as the Health Programme is technical skill oriented. For the purpose, the Chairman has suggested some remedial measures to overcome the present difficulty.

Suggestion of the Chairman in the instant letter vis-à-vis our views are tabled below :

Suggestion of the Chairman	Our views
1) To make necessary arrangement by SUDA for further advertisement for the post of HO.	<p>In spite of open advertisement centrally by SUDA twice inviting applications for the post of HO, Dhupguri Municipality could not engage HO.</p> <p>Out of 63 ULBs, implementing CBPHCS another 22 ULBs under CBPHCS are not having HO in position. Moreover, the ULBs who are having HO in position are also experiencing problems due to frequent change of incumbent.</p> <p>In this context, it is felt that if the HOs under CBPHCS be engaged on permanent basis with revised pay as admissible in terms of ROPA, 2009, the crisis may be overcome.</p> <p>However, if agreed SUDA may again issue advertisement for the 23 ULBs as was done earlier.</p>

Contd. to P-2.

- 2 -

Suggestion of the Chairman	Our views
2) To sponsor name of the experienced MBBS Doctor to act as HO of Dhupguri Municipality so that he may be selected by the Municipality.	We have no panel of Doctors. So it is not possible to sponsor name of MBBS Doctor.
3) Age relaxation upto 45 – 50 years of age for experience doctor having required qualification.	In the memorandum of Dept. of Municipal Affairs bearing no. 846/MA/C-10/3S-55/2005 Pt.-I dt. 8 th August, 2008, the maximum age limit for contractual engagement of candidate for the 1 st time is fixed at 32 years.
4) Retired Government Medical Officer upto the age of 65 years may be engaged as Health Officer under CBPHCS.	The issue of age relaxation as well as engagement of retired Government Medical Officer not exceeds the age of 65 years to the post of Health Officer, suggested by the Chairman, may be considered by the Department.

An early decision in this regard is requested for so as to enable us to communicate the same to Dhupguri Municipality.

Thanking you.

Enclo. : As stated.

Yours faithfully



Director, SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA-Health/24/08/84

Date 18.06.2010...

From : Director, SUDA

To : The Secretary
Department of Municipal Affairs
Writers' Building
Kolkata.

Sub. : Engagement of Health Officer under CBPHCS in Dhugguri Municipality.

Sir,

Enclosed kindly find herewith a copy of communication of the Chairman, Dhugguri Municipality bearing no.214/DPG.M/2010 dt.13.05.2010 regarding engagement of Health Officer(HO) under CBPHCS.

The Chairman has expressed a great difficulty towards implementing CBPHCS scheme without having HO in position as the Health programme is technical one. For the purpose, the Chairman has suggested some remedial measures to overcome the present difficulty.

Suggestion of the Chairman in the instant letter vis-à-vis our views are tabulated below :

Suggestion of the Chairman	Our views
1) To make necessary arrangement by SUDA for further advertisement for the post of HO.	<p>In spite of floating advertisement, inviting applications for the post of HO (centrally by SUDA twice) Dhugguri Municipality could not engage HO.</p> <p>Out of 63 ULBs, implementing CBPHCS it is not only Dhugguri Municipality but also 22 more ULBs under CBPHCS are not having HO in position. Moreover, the ULBs who are having HO in position are also experiencing problems due to frequent change of HO.</p> <p>In this context, it is felt that if the HOs under CBPHS be engaged on permanent post and at par with present remuneration admissible in terms of ROPA, 2009, the crisis due to vacancy for the post of HO may be solved. However, if agreed SUDA may float advertisement for the 23 ULBs as was done earlier.</p>

Contd.pg-2

Suggestion of the Chairman	Our views
2) To sponsor name of the experienced MBBS Doctor to act as HO of Dhupguri Municipality so that he may be selected by the Municipality.	We have no panel of Doctors. So it is not possible to sponsor name of MBBS Doctor.
3) Age relaxation upto 45 – 50 years of age for experience doctor having required qualification.	In the memorandum of Dept. of Municipal Affairs vide no. 846/MA/C-10/3S-55/2005 Pt.-I dt. 8 th August, 2008, the maximum age limit for contractual engagement of a candidate for the 1 st time is fixed at 32 years.
4) Retired Government Medical Officer upto the age of 65 years may be engaged as Health Officer under CBPHCS.	The issue of age relaxation as well as engagement of retired Government Medical Officer ^{not earlier than 7 years} upto the age of 65 in extreme cases to the post of Health Officer requested by the Chairman, ^{may be considered by the} is referred to the Department for their consideration.

An early decision in this regard is requested for so as to enable us to communicate the same to Dhupguri Municipality.

Thanking you.

Yours faithfully

Enclo. : As stated.

Director, SUDA

Office of the Board of Councilors
Dhupguri Municipality
Dhupguri, Jalpaiguri

Phone-03563-250046

Memo No. 214 /DPG.M/2010

Date. 13-05-10

To

The Director, SUDA WB
Ilgus Bhavan, H-C Block, Sector-III
Bidhannagar, Kolkata-91

Sub:-Regarding engagement of the Health Officer under CBPHCS in Dhupguri Municipality.

Ref:- SUDA-Health/66/08/400(43) dt. 11-02-09

This office memo No. 115/DPG.M/09 dt. 14-02-09

Sir,

In reference to the memo No. on the above noted subject I would like to inform you that due to lack of any Health officer & Medical officer in our Municipality, we have n't been able to render health services to the citizens & the urban poor of this Municipality for long for which we are facing a lot of problem.

In this context it may be stated that as per advertisement centrally made from your end, one application of Dr. Himangshu Mahato MBBS was found qualifying the set criteria for selection.

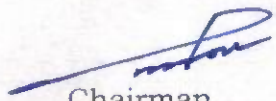
But it was reported that Dr. Mahato MBBS had already joined elsewhere as BMOH & as such selection of the H.O under CBPHCS of this Municipality could n't be made.

In view of the constrains & with a view to providing better health services to the citizens of this Municipality you are requested to make necessary arrangement for further advertisement particularly for the post of the HO of this Municipality.& or sponsor the experienced MBBS Doctors to act as the HO of this Municipality so that he may be selected from this Municipality at an early date, if found ok.

It may also be considered if age relaxation up to 45-50 years of age for experienced Doctor having requisite qualifications can be made for selection of the HO under CBPHCS of this Municipality & or whether retired Govt. Medical Officer upto the age of 65 years may be engaged as the H.O. under CBPHCS of this Municipality may kindly be confirmed to render health services to the citizens & urban poor of this Municipality.

An early confirmation in this regard is earnestly requested.

Yours faithfully


Chairman
Dhupguri Municipality

Memo No.DPGM/10

Date.....

Copy forwarded for information and necessary action to:-

The Secretary, M.A. Department, Govt. of West Bengal Writers Building, Kol-1

Chairman
Dhupguri Municipality

Sub: Chh. 1. P.P. 1.12.08

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

No.846/MA/C-10/3S-55/2005 Pt.I

Dated, the 8th Aug., 2008.

MEMORANDUM

Sub : Engagement of Health Officer under CBPHCS Scheme

Clarifications on a number of points in connection with this Department Notification No. 451/MA/C-10/3S-55/2005 Pt. dated 22.4.2008 regarding the captioned subject, were sought by different ULBs from time to time.

The Govt. in this Department is pleased to clarify the points raised as follows

1. The contractual remuneration to be reckoned as indicated in the said Notification, may however differ from time to time arising out of difference of the rate of D.A. admissible on the date of contractual engagement or date of renewal of contractual engagement of a H.O. but in no way it will include M.A. or H.R.A. or N.P.A or increment in Pay or other allowance or benefit. However, total contractual remuneration will remain unaltered for one year counted from the date of contractual engagement.
2. Contractual engagement will be made for one person for one ULB for 1(one) calendar year and thereafter if found satisfactory, it may be renewed for further 1(one) year with a gap of atleast 1(one) day between two contracts and so on, until any communication is made in the meantime, otherwise.
- 3.. The contractual remuneration to the Health Officer is to be paid out of the fund allotted on account of CBPHCS Scheme.
4. Reservation of post for SC/ST/OBC shall be Governed by the existing Circular of the Govt. But there is no mandate to reserve a post for any category having single contractual employee of that post.
- 5.. The maximum age limit for contractual engagement of a candidate for the first time is fixed at 32 years on the last date-of-birth subject to the relaxation as per Govt. rules for candidates belonging to SC/ST/OBC categories
- 6.. The Health Officer so engaged shall be entitled to leave as admissible under Rule 213 of the West Bengal Service Rules, Part-I of the Govt. of West Bengal.
7. The Chairman of the concerned ULB or any person designated by him for the purpose shall act as the leave sanctioning authority. In case of any dispute as to the leave, the matter will be settled by the DLB., West Bengal.

*P). Put up to me.
chairman.*

9

29.9.08

Sd/-D.Goswami
Joint Secretary

No. 846/1(160)/MA/C-10/3S-55/2005 Pt.I

Dated, the 8th Aug, 2008.

Copy forwarded for information & necessary action to the :

1. Pr. Accountant General (A&E), W.B., Treasury Buildings, Kolkata-700 001.
2. Mayor/Chairperson, Baranguni, Corporation/Municipality,
P.O. Baranguni Dist. Uttar Dinajpur
3. Commissioner/Chief Executive Officer, _____ Municipal Corporation,
P.O. _____ Dist. _____
4. Pr. Secretary. H & F.W. Deptt., Swasthya Bhavan, GN-29, Sector-V, Salt Lake, Kolkata-106
5. District Magistrate, _____
P.O. _____ Dist. _____
6. Project Director, (HSDI), Commissioner, Family Welfare & Spl.Secy., Govt. of W.B.,
Swasthya Bhavan, 4th floor, Wing-B, GN-29, Sector-V, Salt Lake, Kolkata-106.
7. Director of Local Bodies, W.B., Purta Bhavan, West Bengal.
8. Director, State Urban Development Agency, West Bengal
9. Project Officer, Health Wing, SUDA, West Bengal.
10. Finance Department, Gr.P (Services), Govt. of West Bengal.
11. P.S. to M.I.C., M.A. & U.D Department of this Government.
12. P.A. to the Principal Secretary of this Department.
13. P.A. to the Special Secretary (A.Roy) of this Department.
14. Shri Milan Bose, Cell-10 of this Department.
15. Guard file of Cell-10 of this Department.

8/8/08
Joint Secretary

DEPARTMENT OF MUNICIPAL AFFAIRS
WRITERS' BUILDINGS, KOLKATA.

No. 451/MA/C-10/3S-53/2005 Pt.

Dated, Kolkata, the 22nd April, 2008.

NOTIFICATION

A project for taking up Community Based Primary Healthy Care Services (CBPHC) in 63 Non-KMA Urban Local Bodies (ULBs) has been taken up with the budgetary support of Health & Family Welfare Department in line with the Community Based Health Care Programmes implemented in the remaining Urban Local Bodies earlier under various other Health Projects. For successful and smooth implementation of the Scheme, one Health Officer is required to be engaged in each ULB on contract basis with contractual remuneration. The matter was under active consideration of the Government for sometime past.

2. After careful consideration of all aspects, the Governor has been pleased to accord sanction to the creation of 63 posts of Health Officer, for the 63 ULBs, for covering Community Based Primary Health Care Services (CBPHC). The Health Officer shall be engaged by the concerned Urban Local Body on contractual basis.

3. The contractual remuneration of the Health Officers will be fixed taking into account the initial basic pay in the Scale of Rs.8000-13500/- plus Dearness pay as well as Dearness Allowance as is admissible on the date of contractual appointment.

4. The Selection of the Health Officer will be made through a selection process by the respective Urban Local Bodies in the manner stated below:-

- a) Names of Candidates be invited through Notification at least in two daily newspapers (1 Bengali, 1 English).
- b) Candidates must have minimum qualification of MBBS from any recognized University with desirable qualification of 2 years' practicing experience.
- c) Conditions regarding minimum and maximum age and other criteria on nationality & caste shall be governed by the existing orders of the Government for recruitment of Medical Officers.
- d) A Committee comprising Chairperson of the respective ULB as the Chairman, representative of the District Magistrate, representative of the Chief Medical Officer of Health of the district, an officer nominated by the Director of Local Bodies as the other members shall conduct the selection process.

5. This order entails discontinuation, at the same time of Medical Officer who are now continuing in the Urban Local Bodies on contractual pay of Rs.300/- per day subject to a maximum of Rs.6000/- p.m.

6. This order issues with the approval of the Cabinet and concurrence of Finance Department vide U.O.No.625 Gr.P(Service) dated 21.2.2008.

7. The Principal Accountant General (A&E), West Bengal and all others concerned are being informed accordingly.

By order of the Governor,

Sd/- A. Roy,

Secretary to the Government of West Bengal

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI, PIN-735210

ESTD-2002

Memo No.....D.P.G.M.

Date.....

ORDER

With reference to the Director, SUDA's letter No. SUDA -Health /531/08/438 (4) ; dt. 11-11-2009 ; the following 4 (four) trainee FTS are directed to join as a regular FTS under CBPHCS of Dhupguri Municipality on and from 16-11-2009. The honorarium @ 2170/- (Rupees two thousand one hundred seventy) only per month will be allowed to the FTS from the date of their joining. This engagement as FTS is purely temporary and shall not however, claim any permanent employment, except the monthly honorarium from the municipality.

<u>SL No.</u>	<u>Name of the FTS</u>	<u>Allotted sub-centre</u>
01.	Sima Ghosh (Sarkar)	Yubatirtha Club & Pathagar.
02.	Shefali Basak	Dhupguri Rural Hospital.
03.	Biva Biswasarma (Roy)	Dhupguri Municipality.
04.	Jayanti Roy (Das)	Mahila Samity.

Sd/-
Chairman
&

The President of MHFWC
Dhupguri Municipality

Date...13-11-2009

Memo No. *445/A(15)* DPG.M/09

Copy forwarded for information & necessary action to-

- ✓ 1) The Director of SUDA, Health Wing, H-C Block, Sec-III, Kolkata-91
- 2) The Joint Secretary, Govt. of W.B. , M.A. Deptt., Writer's Building, Kol-01,
- 3) The Director of Local Bodies, Purta Bhavan, 1st floor, Kol-91
- 4) The Jt. Director of Local Bodies, Jalpaiguri Division, Siliguri.
- 5) The District Magistrate, Jalpaiguri
- 6) The Chief Medical Officer of Health, Jalpaiguri.
- 7) The Assistant Chief Medical Officer of Health, Jalpaiguri
- 8) The Councillor-in-charge of Health, DPG.M
- 9) The Block Medical Officer of Health, Dhupguri
- 10) The Executive Officer, DPG.M.
- 11) The Account Section, DPG.M

12 - 15) Smt. W/o..... ward no.....

with the direction to report as regular FTS immediately , A copy of job chart is also enclosed for necessary action.

Sd/-
Chairman
&

The President of MHFWC
Dhupguri Municipality

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST. JALPAIGURI, PIN-735210****ESTD-2002**

Memo No.....D.P.G.M.

Date.....

ORDER

With reference to the Director, SUDA's letter No. SUDA -Health /531/08/438 (4) ; dt. 11-11-2009 ; the following 4 (four) HHWs are directed to join as a regular HHW under CBPHCS of Dhupguri Municipality on and from 16-11-2009. The honorarium @ 2000/- (Rupees two thousands) only per month will be allowed to the HHW from the date of their joining. This engagement as HHW is purely temporary and shall not however, claim any permanent employment, except the monthly honorarium from the municipality.

Sl. No.	Name of the HHW	Location of Health Sub-Centers
01.	Mona Roy	Dhupguri Municipality,
02.	Rakhi Mridha	Yubatirtha Club & Pathagar,
03.	Jharna Dhar	Yubatirtha Club & Pathagar,
04.	Sakuntala Roy	Yubatirtha Club & Pathagar,


 Chairman
&

 The President of MHFWC
 Dhupguri Municipality

Date 13-11-2009

Memo No. 445/13(13) DPG.M/09

Copy forwarded for information & necessary action to-

- ✓ 1) The Director of SUDA, Health Wing, H-C Block, Sec-III, Kolkata-91
- 2) The Joint Secretary, Govt. of W.B. , M.A. Deptt., Writer's Building, Kol-01,
- 3) The Director of Local Bodies, Purta Bhavan, 1st floor, Kol-91
- 4) The Jt. Director of Local Bodies, Jalpaiguri Division, Siliguri.
- 5) The District Magistrate, Jalpaiguri
- 6) The Chief Medical Officer of Health, Jaipaguri.
- 7) The Assistant Chief Medical Officer of Health, Jalpaiguri
- 8) The Councillor-in-charge of Health, DPG.M
- 9) The Block Medical Officer of Health, Dhupguri
- 10) The Executive Officer, DPG.M.
- 11) The Account Section, DPG.M

12 - 15) Smt. W/o.....ward no.....

With the direction to report as regular HHW immediately , A copy of job chart is also enclosed for necessary action.


 Chairman
&

 The President of M -HFWC
 Dhupguri Municipality

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

Memo No. 425/D.P.G.M./09

Date 24-10-09

To,
The Director of SUDA
Health Wing
Ilgus Bhawan
H-C Block
Sec-III, Bidhannagar
Kolkata-91.

Sub:-Training for First Tier Supervisor (9th Batch) under CBPHCS, during 26-10-2009 to 30-10-2009 for Dhupguri Municipality.

Sir,

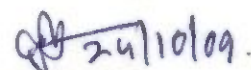
With reference to the letter No. SUDA-Health/06 Pt-I/08/400(4) ; dt. 15-10-2009 this is to inform that the following 3 (three) FTS & one companion of CBPHCS, Dhupguri Municipality will attend the schedule training programme on 26th October, 2009 to 30th October, 2009.

It may be mentioned that hostel facilities may please be provide for the following for the period from 26-10-2009 to 31-10-2009 .

This is for your kind confirmation.

<u>SL. No.</u>	<u>Name of the participants.</u>	<u>Designation.</u>
01	Shefali Basak	FTS
02	Biva Biswasarma (Roy)	FTS.
03	Jayanti Roy (Das)	FTS
04	Gautam Kumar Mitra	Computer Asstt.(companion)

Yours faithfully



Vice- Chairman
Dhupguri Municipality

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI

Estd-2002

MEMO NO.....D.P.G.M

DATE.....

To,
Dr. Abhibrata Dey
Medical officer
CBPHCS, Dhupguri Municipality



PO(H)
23/10

Sub:- Extension of contractual engagement as Medical Officer of CBPHC, service of Dhupguri Municipality.

Sir,

In continuation this office memo No. 102/DPGM/08 ; dt. 29-02-2008; subsequent letter No. 239/A/DPGM/09 ; dt. 04-07-2009 (latest) read with SUDA (Health Wing) , WB's . Ref. No. SUDA Health 71/08/470 (63) dt. 20-03-2009 your contractual engagement as Medical Officer on existing terms and conditions is extended from 05-10-09 to 31-12-09.

The remuneration will be paid as per rules in force.

Yours faithfully

Chairman
Dhupguri Municipality

Dt. 16-10-2009

Memo No. 414/10 DPGM/09

Copy forwarded for information & necessary action to-

- ✓ 1) The Director of SUDA, Health Wing, Ilgus Bhawan, H-C Block, Sec-III, Bidhannagar, Kolkata-91.

Chairman
Dhupguri Municipality

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI

Estd-2002

MEMO NO. 391/D.P.G.M/09

DATE 05-10-09

To,
The Director of SUDA
Health Wing, Ilgus Bhavan,
H-C Block, Sec-III, Bidhannagar
Kolkata- 91



PD(H)
L
P/L

Sub:- Training of the 4 (four) FTS of Dhupguri Municipality.


Ref: This office memo 276/DPGm/09 ; dated 24-07-09.

Sir,

Kindly refer to this office memo No. above where in the names of 4 (four) selected FTS were sent to you.

The training for the FTS is necessary so that they can start working in their respective sub-centers at an early date.

Yours faithfully


Chairman
Dhupguri Municipality

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**Memo No. 276/D.P.G.M./09Date 24-07-09

To

The Director of SUDA
Health Wing, Ilgus Bhavan
H-C Block, Sec-III, Bidhanagar, Kol-91



PO/H
L/c
31/7

Sub:- List of Selected First Tier Supervisor duly ratified by the B.O.C.
Dhupguri Municipality.



Sir,

This is in reference to your letter No SUDA-Health/63ULBs/07/591(44) dated 12-12-2007. The selection of FTS in this Municipality has been completed after observing all the formalities as intimated in the above memo. The selection has also been ratified by the B.O.C. of this Municipality, the copy of which is also enclosed for you kind information.

Enclo:

- 1) The list of selected FTS
- 2) The copy of resolution BOC meeting.

Chairman
Dhupguri Municipality

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**Memo No.....273.....D.P.G.M./09Date.....23-07-09.....

List of Selected First Tier Supervisor (FTS) For 4(Four)
Nos. Health Sub-Centre under Community Based
Primary Health Care Services of Dhupguri Municipality

SL No.	Name of the FTS	Sub-Centre Name
1.	Sima Ghosh(Sarkar) Ward No.-15	Yubathirtha Club & Pathagar
2.	Shefali Basak Ward No.3	Dhupguri Rural Hospital
3.	Biva Biswasarma (Roy) Ward No.13	Dhupguri Municipality
4.	Jayanti Roy (Das) Ward No.14	Mahila Samity



Chairman

&

The President MHFWC
Dhupguri Municipality

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

Memo No.....D.P.G.M.

Date.....


Extract of Resolution of B.O.C. Dhupguri Municipality on the meeting held on 23-07-2009

Municipal Level Health and Family Welfare কমিটি কর্তৃক নির্বাচিত প্রথম সারির স্বাস্থ্য পরিদর্শিকার (F.T.S.) নিয়োগের অনুমোদন।

- ১) অধ্যকার সভায় উপরে উল্লেখিত বিষয় সমন্ধে বিবদ ভাবে আলোচনা করা হয়। এ বিষয়ে সরকারী আদেশ নং -SUDA-Health/63 Urban Local Bodies/07/591(44) dated 12-12-07 অনুযায়ী সমষ্টি ভিত্তিক স্বাস্থ্য পরিষেবা কর্মসূচির অর্ন্তগত ধূপভড়ি পৌরসভার স্বেচ্ছাসেবী স্বাস্থ্য কর্মীদের মধ্যে হইতে "Municipal Level Health & Family Welfare Committee" কর্তৃক নির্বাচিত প্রথম সারির পরিদর্শিকা (F.T.S.) পৌর এলাকার নিম্নলিখিত চারটি উপস্বাস্থ্য কেন্দ্রের জন্য নির্বাচন করা হইয়াছিল। কমিটি কর্তৃক নির্বাচিত প্রার্থীদের তালিকা অত্রসভা সর্বানুমতিক্রমে অনুমোদন করেন এবং উর্দ্ধতন কর্তৃপক্ষের নিকট অনুমোদন করার জন্য পাঠানোর সুপারিশ করেন।

নির্বাচিত প্রথম সারির পরিদর্শিকার তালিকা :-

ক্রমিক নং	নাম	ওয়ার্ড নং	উপস্বাস্থ্য কেন্দ্রের নাম
১.	শ্রীমতি সীমা ঘোষ (সরকার) স্বামী: সুজিত ঘোষ	১৫	যুবতীর ক্লাব ও পাঠাগার
২.	শ্রীমতি শেফালী বসাক স্বামী: তুলসী বসাক	৩	ধূপভড়ি হাসপাতাল
৩.	শ্রীমতি বিভা বিশ্বশর্মা (রায়) স্বামী: অরুণ রায়	১৩	ধূপভড়ি পৌরসভা
৪.	শ্রীমতি জয়ন্তী রায় (দাস) স্বামী : বকুল রায়	১৪	মহিলা সমিতি


পৌর প্রধান
ধূপভড়ি পৌরসভা

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

Memo No.....D.P.G.M.

Date.....

To,
Dr. Abhibrata Dey
Linakutir, Cinemahall Para
Bairatiguri, Dhupguri
Jalpaiguri



M(4)
13/7

Sub:-Extension of contractual engagement as Medical Officer of CBPHC, service of Dhupguri Municipality.

Sir,

In continuation of this office memo no 102/DPG.M/08; dt. 29-02-2008 & 455/A /DPG.M/08 ; dt. 29-09-2008 & 136/A/DPG.M/09, dt.02-04-2009 read with SUDA (Health Wing), WB's Ref No. SUDA Health 71/08/470(63) dt. 20-03-2009 your contractual engagement as medical officer on existing terms and conditions is extended upto 30-09-2009.

The remuneration will be paid as per rules in force.

Yours faithfully

Chairman
Dhupguri Municipality

Memo No.....239/A/1.DPGM/09

Date..4-7-2009

Copy forwarded for information & necessary action to-

- 1) The Director of SUDA, Health Wing, Ilgus Bhawan, H-C Block, Sec-III, Bidhannagar, Kolkata-91.

Chairman
Dhupguri Municipality

HO - 1111

Office Of The Board Of Councillors

Dr. Talukdar.
to check agenda
sent me notes
(03563) 250046

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI

ESTD-2002

Memo No.....D.P.G.M.

Date.....

NOTICE



PO (H)
11/6
A meeting of Municipal Level Health and Family Welfare Committee (MHFWC) will be held on 1st June 2009 at 11.30 a.m. in the conference hall of this Municipality. You are therefore requested to make it convenient to attend the meeting on the date and time so fixed.

Yours faithfully

Sd/-
Chairman
&

The President of MHFWC
Dhupguri Municipality
Date. 27-05-09

Memo no. 187/18/DPG.M/09

Copy forwarded for favour of information and necessary action to-

- 1) The District Magistrate, Jalpaiguri, with request to send his representatives to attend the meeting.
- ✓ 2) The Director of SUDA, with request to send his representatives to attend the meeting.
- 3) Representative of Local NGOs, _____ with request to send his representatives to attend the meeting.
- 4) The Asstt. CMOH, Sub-Divisional Hospital, Jalpaiguri.
- 5) The President of Community Development Society, Dhupguri.
- 6) The BMOH, Dhupguri Block.
- 7) The Councillor in-Charge of Health, Dhupguri Municipality.
- 8) The Health Officer, Dhupguri Municipality.

Sd/-
Chairman
&

The President of MHFWC
Dhupguri Municipality

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

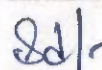
Memo No.....D.P.G.M.

Date.....

NOTICE

A meeting of Municipal Level Health and Family Welfare Committee (MHFWC) will be held on 27th May 2009 at 11.30 a.m. in the conference hall of this Municipality. You are therefore requested to make it convenient to attend the meeting on the date and time so fixed.

Yours faithfully



Chairman

&

The President of MHFWC
Dhupguri Municipality
Date...19-05-09...

Memo no.....179/109/DPG.M/09

Copy forwarded for favour of information and necessary action to-

- 1) The District Magistrate, Jalpaiguri, with request to send his representatives to attend the meeting.
- ✓ 2) The Director of SUDA, with request to send his representatives to attend the meeting.
- 3) Representative of Local NGOs, _____ with request to send his representatives to attend the meeting.
- 4) The Asstt. CMOH, Sub-Divisional Hospital, Jalpaiguri.
- 5) The President of Community Development Society, Dhupguri.
- 6) The BMOH, Dhupguri Block.
- 7) The Councillor in-Charge of Health, Dhupguri Municipality.
- 8) The Health Officer, Dhupguri Municipality.


Chairman

&

The President of MHFWC
Dhupguri Municipality

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

Memo No.....D.P.G.M.

Date.....

To,
 Dr. Abhibrata Dey
 Linakutir, Cinemahall Para
 Bairatiguri, Dhupguri
 Jalpaiguri



PO (H)
 11/1

Sub:- Extension of contractual engagement as Medical Officer of CBPHC, service of Dhupguri Municipality.

Sir,

In continuation of this office memo no 102/DPGM/08 ; dt. 29-02-2008 & 455/A DPGM/08 ; dt. 29-09-2008 read with SUDA (Health Wing), WB's Ref No. SUDA Health 71/08/470(63) dt. 20-03-2009 your contractual engagement as medical officer on existing terms and conditions is extended upto 30-06-2009.

The remuneration will be paid as per rules in force.

Yours faithfully

Sd/-

Chairman
 Dhupguri Municipality

Memo No.....136/A(1) DPGM/09

Date...02-04-2009

Copy forwarded for information & necessary action to-

- ✓ 1) The Director of SUDA, Health Wing, Ilgus Bhawan, H-C Block, Sec-III, Bidhannagar, Kolkata-91.


 Chairman
 Dhupguri Municipality

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

Memo No.....D.P.G.M.

Date.....

NOTICE

A meeting of Municipal Level Health and Family Welfare Committee (MHFWC) will be held on **18st May 2009 at 12 noon** in the conference hall of this Municipality. You are therefore requested to make it convenient to attend the meeting on the date and time so fixed.

Yours faithfully


 Chairman
 &

 The President of MHFWC
 Dhupguri Municipality
 Date.....08-05-09

Memo no.....188/09.....DPG.M/09

Copy forwarded for favour of information and necessary action to-

- 1) The District Magistrate, Jalpaiguri, with request to send his representatives to attend the meeting.
- ✓ 2) The Director of SUDA, with request to send his representatives to attend the meeting.
- 3) Representative of Local NGOs, _____ with request to send his representatives to attend the meeting.
- 4) The Asstt. CMOH, Sub-Divisional Hospital, Jalpaiguri.
- 5) The President of Community Development Society, Dhupguri.
- 6) The BMOH, Dhupguri Block.
- 7) The Councillor in-Charge of Health, Dhupguri Municipality.
- 8) The Health Officer, Dhupguri Municipality.


 Chairman
 &

 The President of MHFWC
 Dhupguri Municipality

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal****Ref No.SUDA-Health/24/08/478****Date30.03.2009****From : Director, SUDA****To : The Chairman
Dhupguri Municipality****Sub. : Requirement of two additional Health Sub-Centres under Community
Based Primary Health Care Services at Dhupguri Municipality.****Ref. : Your communication bearing no. MIC/MA/328-D/2008 dt. 22.10.2008.****Sir,**

With reference to your communication as mentioned above, this is to inform you that there is no scope for grant of additional no. of Sub-Centres (SCs) beyond the approved nos. of SC by Dept. of Health & Family Welfare under Community Based Primary Health Care Service Scheme.

Please bear with us.

Thanking you.

Yours faithfully,

**Director, SUDA****Dt. .. 30.03.2009****SUDA-Health/24/08/478/1(2)****Copy forwarded for kind information to :**

- 1. PS to MIC, MA & UD**
- 2. Jt. Secretary, Dept. of Municipal Affairs**

Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. **SUDA-Health/24/08/478**

Date **30.03.2009**

From : Director, SUDA

**To : The Chairman
Dhupguri Municipality**

Sub. : Requirement of two additional Health Sub-Centres under Community Based Primary Health Care Services at Dhupguri Municipality.

Ref. : Your communication bearing no. MIC/MA/328-D/2008 dt. 22.10.2008.


Sir,

With reference to your communication as mentioned above, this is to inform you that there is no scope for grant of additional no. of Sub-Centres (SCs) beyond the approved nos. of SC by Dept. of Health & Family Welfare under Community Based Primary Health Care Service Scheme.

Please bear with us.

Thanking you.

Yours faithfully,



Director, SUDA

Dt. .. 30.03.2009

SUDA-Health/24/08/478/1(2)

Copy forwarded for kind information to :

- 1. PS to MIC, MA & UD**
- 2. Jt. Secretary, Dept. of Municipal Affairs**

Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No.SUDA-Health/24/08/479

Date30.03.2009

From : Director, SUDA

To : The Chairman
Dhupguri Municipality

Sub. : Recruitment of vaccinator at each Sub-Centre level under Community Based Primary Health Care Services at Dhupguri Municipality.

Ref. : Your communication bearing no. 475/DPGM dt. 18.10.2008.

Sir,

With reference to your communication as mentioned above, this is to inform you that there is no scope for recruitment of vaccinator at Sub-Centre level under Community Based Primary Health Care Service Scheme. However, First Tier Supervisor (FTS) will be trained on Routine Immunisation (RI) after completion of selection, training & their engagement.

For the present, coordination with Dist. Health Office may be made for conduct of immunisation programme, In this regard communication of Dept. of Health & Family Welfare bearing no. HFW/CFW/331/HS-1003/07 dt. 31.07.2007 is enclosed for ready reference.

Thanking you.

Enclo. : As stated.

Yours faithfully,



Director, SUDA

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

Memo No.....475/D.P.G.M. 108

Date.....18/10/08

To,

The Project Director of SUDA
Health Wing, Ilgus Bhawan,
H-C Block, Sec-III
Bidhannagar
Kolkata-91



Sub:- Prayer for Recruitment of vaccinator at each Sub-centre level.

Sir,

With due respect, I would like to inform you that due to lack of trained persons in immunization programme the work of our running Sub-Centre is being hampered as HHWs are not legally qualified to do so, and they are also related to the work of collection of dates about pregnant women and also their children and the treatment of first aid in the presence of Doctor.

Therefore, I would request you to approve the appointment/engagement four (four) vaccinators for four (4) sub-centers under Dhupguri Municipality for the people who are coming to take their treatment from Sub-centers under Dhupguri Municipality.

Your early confirmation and approval in this regard as well as other instruction if any is highly appreciated.

Yours faithfully

Chairman
Dhupguri Municipality

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

Memo No.....D.P.G.M.

Date.....

To,

The Director. SUDA,
West Bengal, Ilgus Bhavan
H-C Block, Sector-III,
Bidhannagar, Kol-700091.

Sub:-Regarding sanction two additional Health Sub-centers under Dhupguri Municipality.

Sir/Madam,

I would like to inform you that at present 4 (four) Health Sub-centers are running in this Municipality in rented Houses. But due to distant locations from other different wards, the patients of different wards have to face so many problems & to wait for hours in the present Health Sub-centers under this Municipality and in view of gradual increase of the number of patients day by day, it is felt necessary to construct and to open additional two Health Sub-centers in the Municipality for providing better Health Services to the citizens of the Municipality.

The Copy of resolution dated 03-05-2008 of Municipal level Health & Family Welfare Procurement Committee of Dhupguri Municipality is enclosed herewith for favour of your kind perusal and ready references. The matter was also discussed in the meeting of the BOC where the opening of immediate additional Health Sub-Centers was also felt necessary.

In view of providing better services to the citizens & acute necessity of the two additional Health Sub-centers in the Municipality in two different wards for the reasons stated above, I would request you to kindly accord sanction & approval of two additional Health Sub-centers in favour of this municipality and would also sanction approve of at least one Health Sub-centers out of the aforesaid additional two Health Sub-centers for the present where ward committee office concerned may also be accommodated in a portion of the building.

Your active Co-operation and approval in this regard is highly appreciated.

Encl:- As stated.

Yours faithfully



Chairman
Dhupguri Municipality

MEMO NO - 348/1(3)/D.P.G.M/08

dt. 09/08/08

Copy forwarded for kind information and necessary action to-

- ✓ 1) The Director of Local Bodies, West Bengal, Purta Bhavan (1st floor), Bidhannagar, Salt lake.
- 2) The Joint Secretary, Municipal Affairs & Urban Development Department, Govt. of West Bengal, Writers Buildings, Kolkata-I
- ✓ 3) The Private Secretary to the Hon'ble M.I.C., Urban Development & Municipal Affairs Department, Govt. of West Bengal, Writers Buildings, Kolkata-I

Director (SUDA)



Chairman
Dhupguri Municipality

SS (KEM) 1081

Office Of The Board Of Councillors

(03563) 250046

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI

ESTD-2002

Memo No.....D.P.G.M.

Date.....

To,

The Director, SUDA,
West Bengal, Ilgus Bhavan
H-C Block, Sector-III,
Bidhannagar, Kol-700091.

Sub:-Regarding sanction two additional health sub centers under Dhupguri Municipality.

Sir/Madam,

I would like to inform you that at present 4 (four) Health Sub-centers are running in this Municipality in rented Houses. But due to distant locations from other different wards, the patients of different wards have to face so many problems & to wait for hours in the present Health Sub-centers under this Municipality and in view of gradual increase of the number of patients day by day, it is felt necessary to construct and to open additional two Health Sub-centers in the Municipality for providing better Health Services to the citizens of the Municipality.

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In view of providing better services to the citizens & acute necessity of the two additional Health Sub-centers in the Municipality in two different wards for the reasons stated above, I would request you to kindly accord sanction & approval of two additional Health Sub-centers in favour of this municipality and would also sanction approve of at least one Health Sub-centers out of the aforesaid additional two Health Sub-centers for the present where ward committee office concerned may also be accommodated in a portion of the building.

Your active Co-operation and approval in this regard is highly appreciated.

Encl:- As stated.

Yours faithfully

Scf
Chairman

Dhupguri Municipality

Memo No- 348/1(3)/DPGM/08

Dt. 04/08/08

Copy forwarded for kind information and necessary action to-

- 1) The Director of Local Bodies, West Bengal, Purta Bhavan (1st floor), Bidhannagar, Salt lake.
- 2) The Joint Secretary, Municipal Affairs & Urban Development Department, Govt. of West Bengal, Writers Buildings, Kolkata-1
- 3) The Private Secretary to the Hon'ble M.I.C., Urban Development & Municipal Affairs Department, Govt. of West Bengal, Writers Buildings, Kolkata-1

Scf
Chairman
Dhupguri Municipality

SS may kindly
see.
16/10/08

ay
2/10

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

Memo No. 348 / D.P.G.M. / 08

Date. 07-08-08

To,

The Director, SUDA,
West Bengal, Ilgus Bhavan
H-C Block, Sector-III,
Bidhannagar, Kol-700091.

PO(H)
✓
7/8



Sub:-Regarding sanction two additional health sub centers under Dhupguri Municipality.

Sir/Madam,

I would like to inform you that at present 4 (four) Health Sub-centers are running in this Municipality in rented Houses. But due to distant locations from other different wards, the patients of different wards have to face so many problems & to wait for hours in the present Health Sub-centers under this Municipality and in view of gradual increase of the number of patients day by day, it is felt necessary to construct and to open additional two Health Sub-centers in the Municipality for providing better Health Services to the citizens of the Municipality.

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In view of providing better services to the citizens & acute necessity of the two additional Health Sub-centers in the Municipality in two different wards for the reasons stated above, I would request you to kindly accord sanction & approval of two additional Health Sub-centers in favour of this municipality and would also sanction approve of at least one Health Sub-centers out of the aforesaid additional two Health Sub-centers for the present where ward committee office concerned may also be accommodated in a portion of the building.

Your active Co-operation and approval in this regard is highly appreciated.

Enclo:- As stated.

Yours faithfully

[Signature]
Chairman
Dhupguri Municipality


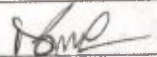
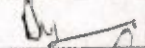
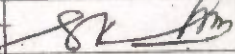

Copy forwarded for kind information and necessary action to-

- 1) The Director of Local Bodies, West Bengal, Purta Bhavan (1st floor), Bidhannagar, Salt lake.
- 2) The Joint Secretary, Municipal Affairs & Urban Development Department, Govt. of West Bengal, Writers Buildings, Kolkata-1
- 3) The Private Secretary to the Hon'ble M.I.C., Urban Development & Municipal Affairs Department, Govt. of West Bengal, Writers Buildings, Kolkata-1

Chairman
Dhupguri Municipality

There is no scope with
CGPHEC.

⑱ MUNICIPAL LEVEL HEALTH & FAMILY
WELFARE PROCUREMENT COMMITTEE.
ATTENDENT SHEET; DATE: 03-05-2008

Sl. NO.	NAME	DESIGNATION	SIGNATURE	CONTACT NO.
1.	Satyajit Ranjan	Chairman J.R.M.		94341 92392
2.	Nirmal ch. Saha	Executive Officer		94342 28994
3.	D. Mukherjee	Academy (S)		94343 58036
4.	Rajesh Sah	Councillor In charge of 22-115		9832615966
5.	Ujjwal K. Saha	SI. / VPM		

கனம் பொருள்கள் துறைமுகப் பிள்ளை
பெரிய கனம் உறுது.

কিন্তু তাকে আলাদা করে নিয়ন্ত্রিত রাখা
নিষিদ্ধ মনে করা হয়।

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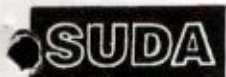
8/ ~~ବିଜ୍ଞାନ~~ ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ ~~ବିଜ୍ଞାନ~~
Procurement Committee ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ
ବିଜ୍ଞାନୀୟ, ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ

- 2/ ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ
- 2/ ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ
- 3/ ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ
- 8/ ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ
- 9/ ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ

ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ
ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ ବିଜ୍ଞାନୀୟ

attested
19/06/18
Executive Officer
Municipal Corporation

19/06/18
Procurement
Committee
H.H.O. Programme
226 226, 226
226 226, 226
226 226, 226



STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No.SUDA-Health/24/08/421

Date09.03.2009

From : Director, SUDA

To : The Chairman
Dhupguri Municipality

Sub. : Enhancement of monthly honorarium of Medical Officer and other staff on contractual pay engagement on contract basis under CBPHCS.

Ref. : Your communication bearing memo no. 59/DPGM/09 dt. 06.02.2009.

Sir,

As per notification bearing no. 1193/MA/P/C-10/1G-5/2007 dt. 24.12.2008 of Dept. of Municipal Affairs, all the staff of M & S Cell under CBPHCS are entitled to get enhanced honorarium w.e.f. 01.04.2008.

Thanking you.

Yours faithfully,

Director, SUDA

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI, PIN-735210****ESTD-2002**Memo No.....59/D.P.G.M./09Date 06-02-09.

To,
The Director
State Urban Development Agency
Ilgus Bhawan, Bidhannager, Salt Lake
H-C Block (Sector-III)
Kolkata-91.



Sub:- Information regarding enhancement of monthly honorarium of Medical Officer (M.O.) & other staff on contractual pay w.e.f. 01-04-2008 engaged on contract basis under CBPHSC programme.

Ref: Memo no 1193/MA /P/C-10/IG-5/2007. dt.-24-12-08.
&
1181/MA/2005 dt.-28-09-07.

Sir / Madam,

Kindly note that as per memo no-111-MA/MA/C-10/ dt.-02-02-2007, one medical officer (M.O.) has been engaged in this Municipality on contract basis & accordingly total Rs.-6000/- (Six thousand) only was being paid to him as maximum for 20 (twenty) days engagement per month for attending clinic of this Municipality & other health related services.

Now, as per memo no 1193/MA/P/C-10/2007 dt.- 24-12-08 it appears that monthly honorarium of all staff & officials under CBPHSC / HHW programme has been enhanced by Rs.-500.00 per month w.e.f. 01-04-08 & honorarium per day of specialist M.O. has been enhanced by Rs.-25.00 (i.c.) Rs.-325.00 per clinic in place of Rs.-300/- subject to a maximum of 8 (eight) clinics per month w.e.f. of 01-04-2008.

However, no Health Officer (H.O.) has been engaged till date & the matter of engagement of the H.O. has been taken by you.

I would, therefore, request you to kindly confirm if the enhancement of monthly honorarium w.e.f. 01-04-2008 by Rs.-500.00 may also be awarded to the Medical Officer & other staff engaged on contractual pay as per memo no 111/MA / C-10/2005 dt 02-02-07 .

An early information may please be provided to us in this regard for taking further necessary action from this end.

Yours faithfully

Chairman

Dhurguri Municipality

Date.....


Memo no.....DPGM/09

Copy forwarded to the Special Secretary to the Govt. of West Bengal.

Municipal affairs Deptt., Writers' Buildings
Kolkata-20004 for information & necessary action .

Chairman
Dhurguri Municipality

File
✓ PO(H)
1/1/2009



সমষ্টি ভিত্তিক প্রাথমিক স্বাস্থ্যপরিষেবা কর্মসূচীর অন্তর্গত ধূপগুড়ি পৌরসভার
পৌর-উপস্বাস্থ্য কেন্দ্রের শুভ উদ্বোধন।

অনুষ্ঠানসূচী

০৫-০১-২০০৯, সোমবার সময় দুপুর ১২টায়, স্থান:- যুবতীর্থক্লাব ও পাঠাগার, ওয়ার্ড নং-১৬।
০৬-০১-২০০৯, মঙ্গলবার সময় দুপুর ১২টায়, স্থান:- মহিলাসমিতি ও পাঠাগার, ওয়ার্ড নং-০৫।
০৭-০১-২০০৯, বুধবার সময় দুপুর ১২টায়, স্থান:- ধূপগুড়ি গ্রামীণ হাসপাতাল, ওয়ার্ড নং-০৮।

আমন্ত্রণপত্র

সুধী,

আগামী ইং- ৫, ৬, ৭ই জানুয়ারী ২০০৯, সোম, মঙ্গল, বুধবার দুপুর ১২টায় ধূপগুড়ি পৌরসভার সমষ্টি ভিত্তিক প্রাথমিক স্বাস্থ্য পরিষেবা কর্মসূচীর অন্তর্গত পৌর উপ-স্বাস্থ্য কেন্দ্রের শুভ উদ্বোধন হইবে। উক্ত উপ-স্বাস্থ্য কেন্দ্রের উদ্বোধন করবেন মাননীয় পৌরপ্রধান এবং সভাপতি সমষ্টি ভিত্তিক প্রাথমিক স্বাস্থ্য পরিবার কল্যাণ কমিটি, ধূপগুড়ি পৌরসভা, শ্রী সত্যরঞ্জন ঘোষ মহাশয়।

উক্ত অনুষ্ঠানে আপনার / আপনাদের উপস্থিতি একান্তভাবে কাম্য।

ধন্যবাদান্তে,

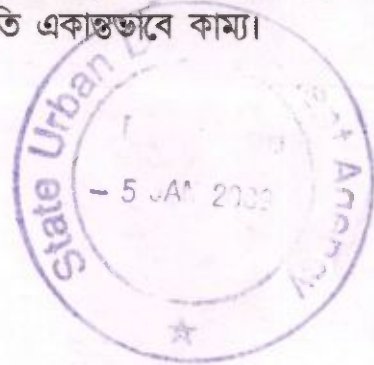
তাং- ২৯শে ডিসেম্বর ২০০৮.
ধূপগুড়ি।

ভবদীয়,

শ্রী নির্মল চন্দ্র সাহা
নির্বাহী আধিকারীক
ধূপগুড়ি পৌরসভা

শ্রী রাজেশ সাহ, কাউন্সিলর
এবং সভাপতি
স্বাস্থ্য, শিক্ষা, দারিদ্রদূরীকরণ
স্থায়ী কমিটি
ধূপগুড়ি পৌরসভা

শ্রী বাদল সরকার
উপ-পৌরপ্রধান
ধূপগুড়ির পৌরসভা



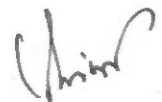
STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal****Ref No.SUDA-Health/24/08/372****Date .07.01.2009****From : Director, SUDA****To : The Chairman
Dhupguri Municipality****Sub. : Repair work of Health SCs at Dhupguri Rural Hospital, Dhupguri
Municipality, Mahila Samity and Yuba Tirtha Club under Community
Based Primary Health Care Services.****Sir,**

Reference is invited to your communication bearing memo no. 491/DPGM/08 dt. 24.10.2008 on the above mentioned subject.

You are requested to furnish the necessary drawings in this regard. You may contact Sri Biswajit Das, TUO, SUDA in this regard, if needed.

Thanking you.

Yours faithfully,

**Director, SUDA****SUDA-Health/24/08/372/1(1)****Dt. .. 07.01.2009****CC****Shri Biswajit Das, TUO, SUDA****Director, SUDA**

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI

ESTD-2002

Memo No..... 491 / D.P.G.M. / 08

To

The Director of SUDA,
Health Wing, Ilgus Bhavan,
H-C Block, Sec-III, Bidhannagar, Kol-91,



Sub:- Plan with estimate for renovation work of Health Sub-center under CBPHC Dhupguri Municipality.

Sir,

With reference to the above the desired report is enclosed herewith for favour of your kind information and necessary action please.

Enclo:- As stated.

Yours faithfully


Chairman
Dhupguri Municipality

Renovation work of Health Sub - Center at Dhupguri Rulal Hospital, Dhupguri Municipality, Mahila samity & Yuba Tirtha Club under Community Based Primary Health Care Service of Dhupguri Municipality.

(Estimate based on PWD (Building) Scheduled w.e.f -15-05-2008)

Sl. No.	Description of Items	Quantity	Unit	Rate (Rs. P.)	Amount (Rs. P.)
1	Earth work in excavation of foundation trenches or drains in all sorts of soil (including mixed soil but excluding laterite or sandstone) including removing spreading or stacking the spoils within a lead of 75 m. as directed. The item includes necessary trimming the sides of trenches. levelling dressing and ramming the bottom. bailing out water as required complete. (a) Depth of excavation not exceeding 1500 mm.	2.56	%M ³	4187.00	107.00
2	Earth work in filling in foundation trenches or plinth with good earth in layers not exceeding 150 mm including watering and ramming etc. layer by layer complete. (Payment to be made on the basis of measurement of finished quantity of work) (a) With earth obtained from excavation of foundation	2.56	%M ³	2600.00	66.56
3	Supplying and laying polythene sheet (150 gm / sq.m) over damp proof course or below flooring or roof terracing or in foundation trenches.	10.00	M ³	9.00	90.00
4	Cement concrete with 30 mm. down graded shingles excluding shuttering (a) 6:3:1 proportion	0.63	M ³	2454.30	1546.21 1533.94
5	Ordinary cement concrete M-20 (Mix 3:1.5:1) with graded stone chips (20 mm down) excluding shuttering and reinforcement, if any, In ground floor as per IS-456-2000 b) River bazree	23.60	M ³	3553.20	83855.52

85,665.29

Sl. No.	Description of Items	Quantity	Unit	Rate (Rs. P.)	Amount (Rs. P.)
6	Hire & labour charges for shuttering with centering and necessary staging upto 4m. Using approved stout props and thick hard wood planks of approved thickness with required bracing for concrete slabs. Beams, columns, lintels curved or straight including fitting fixing and striking out after completion of works (upto roof of ground floor) in foundation and upto plinth				
	f) 25mm to 30mm shuttering without staging in foundation etc.	45.00	M2	107.80	4851.00
	e) Extra for staging beyond 4m in any floor.	180.19	M2	189.20	34091.95
7	Reinforcement for reinforced concrete work in all sorts of structures including distribution bars. stirrups, binders etc including supply of rods, initial straightening and removal of loose rust (if necessary) cutting to requisite length, hooking and bending to correct shape, placing in proper position and binding with 16 gauge black annealed wire at every inter section, complete as per drawing and direction. (a) For works in foundation, basement and upto roof of ground floor	2.78	M.T.	56819.00	157957.00
8	Brick work with 1st class bricks in cement mortar (1:6)(a) In foundation and plinth	1.125	M3	2854.60	3211.00
9	125 mm thick brick work with 1st class bricks in cement under (4:1) in ground floor.	95	M2	362.60	34447.00
10	Plaster (to wall, floor, ceiling etc.) with sand and cement mortar including rounding off or chamfering corners as directed and raking out joints or roughening of concrete surface. Including throating, nosing and drip course where necessary (ground floor) — (i) With (6:1) cement mortar				
	b) 20 mm thick Plaster	475.25	M2	83.70	39778.00
11	Neat cement punning about 1.5m th in wall dado etc. window sills, floor, drain etc. Note : Cement 0.152 cu.m. per 100 Sq.m.	10.05	M2	20.25	203.51

4,127,125.95

Sl. No.	Description of Items	Quantity	Unit	Rate (Rs. P.)	Amount (Rs. P.)
22	Cement washing including cleaning and smoothening surface thoroughly (cement to be used @15 kg/100 sq.m of surface for one coat and @ 25kg/100 sq.m of surface for two coats) External surface (Ground floor) (a) One coat.	200.00	%M2	594.00	1188.00
23	White washing including cleaning and smoothening surface thoroughly Two coats	475.25	%sq.m.	450.00	2138.63
24	Colour washing with pigment of any shade with a coat of white wash priming including cleaning and smoothening surface thoroughly. i) Internal wall Two coat	475.25	%Sq.m	1020.00	4847.55
25	Repair to roof cracks with asphalt incliding cutting grooves and cleaning cracks, heating asphalt as directed and finished with sand blinding.	70	Sq.m.	175.00	12250.00
26	Galvanized corrugated sheet work (excluding the supporting frame work) fitted and fixed with 10 mm dia J or L hook - bolt, limpet and bitumen washer and putty complete with 150 mm end lap an done corrugation minimum side lap (b) With 0.71 mm. thick sheet	113.4	Sq.m.	558.90	63379.26
27	MS Structural work in roof trusses with tubular section conforming to IS: 806-1957 & 1161-1958) connected to one another with bracket, gusset, cleat as per design, drawing & direction of Engineer-in-Charge complete including cutting to requisite shape & size, fabrication including metal are welding confirming to IS: 816-1956 & IS: 9595 using electrodes of approved make and brand conforming to IS: 814-1957, haulage, hoisting crection all complete.	1.2	M.T.	73171.00	87805.20

Rs.598,722.32 5,98,734.59

Add 3 % contingency

Rs.17,961.67

TOTAL =

Rs.616,684.00 6,16,696.00

Rupees Six lakh sixteen thousand six hundred eighty four only

Sub Assistant Engineer

Dhupguri Municipality

Sub Assistant Engineer

DHUPGURI MUNICIPALITY

Dhupguri, Jalpaiguri

Chairman

Dhupguri Municipality

Chairman

DHUPGURI MUNICIPALITY

Dhupguri, Jalpaiguri

সমষ্টি ভিত্তিক প্রাথমিক স্বাস্থ্যপরিষেবা কর্মসূচীর অন্তর্গত ধূপগুড়ি পৌরসভার
পৌর-উপস্বাস্থ্য কেন্দ্রের শুভ উদ্বোধন।

তারিখ ইং- ২৯শে ডিসেম্বর, ২০০৮।

সময় দুপুর ১২ ঘটিকা।

স্থান: ধূপগুড়ি পৌরসভা, ওয়ার্ড নং-১০



P.O.(H)
29/12

আমন্ত্রনপত্র



সুধী,

আগামী ইং- ২৯শে ডিসেম্বর ২০০৮, দুপুর ১২টায় ধূপগুড়ি পৌরসভার পৌরভবনস্থিত
সমষ্টি ভিত্তিক প্রাথমিক স্বাস্থ্য পরিষেবা কর্মসূচীর অন্তর্গত পৌর উপ-স্বাস্থ্য কেন্দ্রের শুভ উদ্বোধন
হইবে। উক্ত উপ-স্বাস্থ্য কেন্দ্রের উদ্বোধন করবেন মাননীয় পৌরপ্রধান এবং সভাপতি সমষ্টি ভিত্তিক
প্রাথমিক স্বাস্থ্য পরিবার কল্যাণ কমিটি, ধূপগুড়ি পৌরসভা, শ্রী সত্যরঞ্জন ঘোষ মহাশয়।

উক্ত অনুষ্ঠানে আপনার / আপনাদের উপস্থিতি একান্তভাবে কাম্য।

ধন্যবাদান্তে,

তাং- ১৮ই ডিসেম্বর, ২০০৮.

ধূপগুড়ি।

ভবদীয়,

শ্রী নির্মল চন্দ্র সাহা
নির্বাহী আধিকারীক
ধূপগুড়ি পৌরসভা

শ্রী রাজেশ সাহ, কাউন্সিলর
এবং সভাপতি
স্বাস্থ্য, শিক্ষা, দারিদ্রদূরিকরণ
স্থায়ী কমিটি
ধূপগুড়ি পৌরসভা

শ্রী বাদল সরকার
উপ-পৌরপ্রধান
ধূপগুড়ির পৌরসভা

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI

ESTD-2002

Memo No.....558/D.P.G.M/08

Date...15-12-2008

To,
The Director of SUDA,
Health Wing
Ilgus Bhawan,
H-C Block, Sec-III,
Bidhannagar, Kol-91




Sub:- Guideline for selection of First Tier Supervisor (FTS) from amongst the regular HHW working under Community Based Primary Health Care Services.

Ref: SUDA-Health / 63 ULBs / 07 / 591 (44). Dt.- 12-12-2007.

Sir,

With reference to the above, for the selection of FTS from amongst the regular HHWs working under Community Based Primary Health Care Services, Dhupguri Municipality, will be started shortly, since the criteria mentioned in the above letter under reference have been fulfilled.

This is for your kind information.


Chairman
Dhupguri Municipality
&
The President of MHFWC
Dhupguri Municipality

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI, PIN-735210

ESTD-2002

Memo No. 518/D.P.G.M/08

Date. 14-11-2008

To,
The Director of SUDA
Health Wing, Ilgus Bhawan,
H-C Block, Sec-III, Bidhannagar,
Kolkata-91.



PD(H)
19/11

Sub:- Joining of Health Assistant (Contractual) in connection with implementation of Community Based Primary Health Care Service.

Sir,

In reference to the above the Health Assistant (contractual) had joined on 10-11-2008 for implementation of Community Based Primary Health Care Service of this Municipality.

<u>Sl No.</u>	<u>Name of the Staff</u>	<u>Designation</u>	<u>Joining Date</u>
1.	Mehebab Alam S/O.- Ajijul Haque.	Health Assistant	10-11-2008

It is also requested to place additional Fund for the Health Assistant from November, 2008 to March, 2009 for the year 2008-09 in favour of Dhupguri Municipality.
This is for your kind information and necessary action please.

Yours faithfully

Chairman
&

The President of MHFWC
Dhupguri Municipality

Date.....

Memo no.....DPG.M/08

Copy forwarded for information & necessary action please

- 1) The Joint Secretary, Govt. of West Bengal, Municipal Affairs Department, Writers Building, Kol-01.
- 2) The Director of Local Bodies, Purta Bhawan, (1st Floor) Bidhannagar, Kol-91.
- 3) The Deputy Director of Local Bodies, Jalpaiguri Division, Siliguri.
- 4) The D.M., Jalpaiguri.
- 5) The CMOH, Jalpaiguri.
- 6) The E.O., Dhupguri Municipality.
- 7) The Account Section, Dhupguri Municipality.

Chairman
&

The President of MHFWC
Dhupguri Municipality

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI, PIN-735210****ESTD-2002**

Memo No.....518/D.P.G.M./08

Date..14-11-08

To,
The Director of SUDA
Health Wing, Ilgus Bhawan,
H-C Block, Sec-III, Bidhannagar,
Kolkata-91.

PO(H)
12/11



Sub:- Joining of Health Assistant (Contractual) in connection with implementation of Community Based Primary Health Care Service.

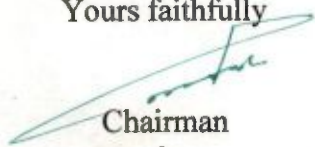
Sir,

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<u>Sl No.</u>	<u>Name of the Staff</u>	<u>Designation</u>	<u>Joining Date</u>
1.	Meheubub Alam S/O.- Ajijul Haque.	Health Assistant	10-11-2008

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This is for your kind information and necessary action please.

Yours faithfully


Chairman
&
The President of MHFWC
Dhupguri Municipality
Date.....

Memo no.....DPG.M/08

Copy forwarded for information & necessary action please

- 1) The Joint Secretary, Govt. of West Bengal, Municipal Affairs Department, Writers Building, Kol-01.
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- 5) The CMOH, Jalpaiguri.
- 6) The E.O., Dhupguri Municipality.
- 7) The Account Section, Dhupguri Municipality.

Chairman
&
The President of MHFWC
Dhupguri Municipality

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

Memo No.....D.P.G.M.

Date.....

NOTICE

A meeting of Municipal Level Health and Family Welfare Committee (MHFWC) will be held on **21st November 2008 at 12 noon** in the conference hall of this Municipality. You are therefore requested to make it convenient to attend the meeting on the date and time so fixed.

Yours faithfully

Chairman

&

The President of MHFWC

Dhupguri Municipality

Date.....

Memo no.....519/1(8)/DPG.M/08

Copy forwarded for favour of information and necessary action to-

- 1) The District Magistrate, Jalpaiguri, with request to send his representatives to attend the meeting.
- ✓ 2) The Director of SUDA, with request to send his representatives to attend the meeting.
- 3) Representative of Local NGOs, _____ with request to send his representatives to attend the meeting.
- 4) The Asstt. CMOH, Sub-Divisional Hospital, Jalpaiguri.
- 5) The President of Community Development Society, Dhupguri.
- 6) The BMOH, Dhupguri Block.
- 7) The Councillor in-Charge of Health, Dhupguri Municipality.
- 8) The Health Officer, Dhupguri Municipality.

Chairman

&

The President of MHFWC

Dhupguri Municipality

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI

ESTD-2002

Memo No.....D.P.G.M.

To,

Dr. Abhibrata Dey ,
Lina Kutir, Cinema Hall Para,
Bairatiguri, Dhupguri, Jalpaiguri,

**Sub:- Extension of contractual engagement as Medical Officer
of CBPHC services of Dhupguri Municipality.**

Sir,

Continuation of this office Memo No. 102/DPGM/08 dated 29-02-2008 read with SUDA, (Health Wing), WB's Ref. No. SUDA-Health/63 ULBs/08/195 dated 28-08-08, your contractual engagement as Medical Officer on existing terms and conditions is extended upto 31-03-2009.

The remuneration will be paid as per rules in force.

Yours faithfully



Chairman

Dhupguri Municipality

Date. 29-9-2008

Memo No. 455/A/1(1).....DPGM/08

Copy forwarded for information to -

- ✓ 1) The Director of SUDA, Health Wing, Ilgus Bhawan, H-C Block, Sec-III,
Bidhannagar, Kol-91.



Chairman

Dhupguri Municipality



PANSKURA MUNICIPALITY

P.O.- Panskura
Dist.- Purba Medinipur Pin.- 721139

S.T.D. : 03228
Phone : 252312
Fax : 252005
E-Mail -Pans. munici
@yahoo.co.in

পাঁশকুড়া পৌরসভা

পোঃ - পাঁশকুড়া :: জেলা - পূর্ব মেদিনীপুর।



Memo No. :

Date :

Memo No- PM/PHC/259/2008/3322-3328

Dated: 17.10.2008

To

1. District Magistrate, Tamluk, Purba Medinipore.
2. The A. C.M.O.H. Tamluk, Purba Medinipur.
3. The Director, SUDA, ILGUS Bhawan, Salt Lake City, Kol -91.
4. The B.M.O.H, Uttar Mechogram BPHC.
5. President, Public Health & Sanitation Standing Committee, Panskura Municipality.
6. Mr. Tapas Ranjan Samanta, Secretary, Pratappur Human Social Organisation, Panskura R.S., Purba Medinipur.
7. Tanbir Lekha Banu, President, Panskura Community Development Society.

Dear Sir,

The meeting of the Municipal Health and Family Welfare Committee of this Municipality convened on 22.09.2008 vide this office Memo No. PM/PHC/259/2008/2988-2994 dt. 12.09.2008 could not be held in want of quorum. The meeting was re-convened on 03.10.2008 vide this office Memo No. PM/PHC/259/2008/3129-3135 dt. 23.09.2008 but could not be held again in want of quorum. The said meeting is now re-convened on 24.10.2008 at 3:00 P.M. in the Conference Hall of this Municipality to discuss the following urgent matter. I am therefore now to fervently request you to kindly send your representative to attend the meeting positively.

Thanking you,

Agenda:-

1. Recruitment of the Health staff under Community Based Primary Health Care Services in Panskura Municipality.
2. Miscellaneous.

Yours faithfully,

A. B. Chatterjee

Chairman, Panskura Municipality

&

President of Municipal Level Health
& Family Welfare Committee

Memo No- PM/PHC/259/2008/3322-3328(4)

Dated: 17.10.2008

Copy forwarded for information with the request kindly to be present at the above meeting positively:

1. Sri Asutosh Chakraborty, Vice- Chairman, Panskura Municipality.
2. Executive Officer, Panskura Municipality.
3. Dr. Sisir Kr. Samanta, Medical Officer, Panskura Municipality.
4. Sanitary Inspector, Panskura Municipality.

A. B. Chatterjee

Chairman, Panskura Municipality

&

President of Municipal Level Health
& Family Welfare Committee

SUDA**STATE URBAN DEVELOPMENT AGENCY****HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA-63 ULBs/08/23/252**Date **01.10.2008****From : Director, SUDA****To : The Chairman
Dhupguri Municipality**

o/c

Sub. : Fund position with the ULB in respect of CBPHCS.**Ref. : Your communication bearing no. 445/DPGM/08 dt, 23.09.2008.****Sir,**

With reference to above, this is to inform you that as per our office record as on 01.10.2008 the CBPHCS fund of Rs. 4,64,911/- should be available with you. Release of fund to you and SOE submitted by you is detailed in the table below :

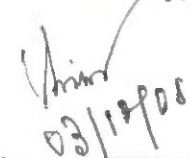
FY	Fund Released to ULB	Available fund with ULB	SOE Submitted by ULB	Balance lying with ULB
2006-07	2,27,000.00	2,27,000.00	Nil	2,27,000.00
2007-08	Nil	2,27,000.00	1,22,582.00	1,04,418.00
2008-09	6,57,000.00	7,61,418.00	2,96,507.00	4,64,911.00

It is also seen from the office record that you are having fund for Equipment, Furniture & Drug. Under the circumstances stated above, you are requested to look into the matter and intimate the undersigned the actual position.

However, approval is hereby accorded to utilize the fund available under the A/C head "Drug" towards payment of "Honorarium" & "Salary", as requested for.

Thanking you.

Yours faithfully,


03/10/08
Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. **SUDA-Health/63 ULBs/Accts./08/247**

Date**01:10:2008**

From : Project Officer
Health, SUDA

To : The Chairman
Dhupguri Municipality

Sub. : Observation in respect of SOEs submitted for the month of August, 2008.

Ref. : Your communication bearing no. 417/DPGM/08 dt. 09.09.2008.

Sir,

On scrutiny of submitted SOEs by the A/C section, it was found that copies of vouchers in respect of "Operating Cost" for an amount of Rs. 2,190/- were not enclosed. Hence, the SOE admitted for an amount of Rs. 50,500/- instead of Rs. 52,690/-.

You are requested to instruct your office to forward the copies of said vouchers at the earliest so that SOEs could be checked and accepted by the A/C section.

Thanking you.

Yours faithfully,


Project Officer

To take 2 Dhupguri

Chhota to check
08.07.08

Office Of The Board Of Councillors

(03563) 250046

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI

ESTD-2002

Memo No.....D.P.G.M.



Date.....

To,

The Project Officer of Health, SUDA,
Ilug Bhavan, H-C Block, Sec-III
Bidhannagar, Kol-91.

P.O. (H)
04-07-08

Sub:-Supply of family schedule format (In Bengali) under Community Based Primary Health Care Service, Dhupguri Municipality.

Ref:- SUDA-Health/63 ULBs/06/216(60) Dated.-22/12/2006.

Sir,

In reference to the above, I would like to bring your kind notice that there are 3316 BPL families in our Municipality as per BPL population. However 3400 Nos. family schedule (copy enclosed) has been sanctioned. But you have supplied us 2500 Nos of family schedule. Now additional 1000 Nos. of family schedule (In Bengali) will be required immediately for survey work by HHWs. Indifferent words of this Municipality.

You are therefore requested to supply us the said family schedule immediately, so that survey work can be conducted smoothly in our Municipality.

Yours faithfully

Sd/-

Chairman

Dhupguri Municipality

Memo no.....286/1(1)/DPGM/08

Dare...28.06.08

Copy forwarded for information & necessary action to:-

✓ The Director of SUDA , Health Wing, Ilug Bhavan, H.C. Block, Sector-III, Bidhannagar, Kolkata-91

Chairman

Dhupguri Municipality



STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

West Bengal

Ref No. ...SUDA-Health/63 ULBs/06/226

Date05.04.2007

From : Dr. Shibani Goswami
Project Officer
Health, SUDA

To : M/S S.R. Enterprise
6/1 Abhoy Ghosh Lane,
Kolkata 700 004

Sub. : Amendment of the distribution list in respect of ULBs
in the District of Cooch Behar & Jalpaiguri against
NIT. No. PUR/FAMILY SCHEDULE/63 ULBS/NIT-02/2006.

Dear Sir,

The distribution list has been amended as given below

Dist.	ULBs	Amended quantity of Family Schedule
Cooch Behar	Dinhata	2500
Jalpaiguri	✓ Dhupguri	2500
	Mal	1000

You are requested to supply the Family Schedule as per the amended list

Yours faithfully,

Project Officer

05.01.2007

SUDA-Health/63 ULBs/06/226/1(3)

C.C.

1. Chairman, Dinhata Municipality
2. Chairman, Dhupguri Municipality
3. Chairman, Mal Municipality

Project Officer

05.01.2007

SUDA-Health/63 ULBs/06/226/2(2)

C.C.

1. Director, SUDA
2. Finance Officer, SUDA

Project Officer

SUDA

HEALTH WING

CHALLAN

Name of Municipality : DHUPGURI

Family Schedule
(In Bengali)

: 25 (2500) nos. Pkt. (each pkt containing 100 nos.)
(25x100) = 2500 Per Book

Received the above mentioned item in good condition.

Signature

With Seal :

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI**

ESTD-2002

Memo No.....D.P.G.M.

Date.....

PO(A)
✓ 8/9**NOTICE** 4432

A meeting of Municipal level Health and Family Welfare Committee (MHFWC) will be held on 9th September at 11.30 A.M. in the conference hall of this Municipality. You are therefore requested to make it convenient to attend the meeting on the date and time so fixed.

Yours faithfully

Chairman

&

The President of MHFWC
Dhupguri Municipality

Date... 01-09-08

Memo no..... 405(P).....DPGM/08

Copy forwarded for favour of information an necessary action to-

- 1) The District Magistrate, Jalpiguri, with request to send his representatives to attend the meeting.
- ✓ 2) The Director of SUDA, with request to send his representatives to attend the meeting.
- 3) Representative of Local NGOs, _____ with request to send his representatives to attend the meeting.
- 4) The Astd. CMOH, Sub-Divisional Hospital, Jalpaiguri
- 5) The president of Community Development Society, Dhupguri.
- 6) The BMOH, Dhupguri Block.
- 7) The Councillor in-Charge of health, Dhupguri Municipality.
- 8) The Health Officer, Dhupguri Municipality.

Chairman

&

The President of MHFWC
Dhupguri Municipality

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

Memo No.....D.P.G.M.

Date.....

To,

Electrical measuring instruments,
12/1 Suren Sarkar Road,
Kolkata- 700010



**Sub:- Supply order of Furniture & Equipments for training of HHW, M & S
Cell and Sub-centers under CBPHCS of Dhupguri Municipality.**

Ref: 315/(4)/DPGM/08; Dated.- 14-07-2008.

Sir,

In reference to the above your quotation no EMI/Q/07/(09)/2008; dated 25-07-2008 is hereby accepted by the undersigned. Now you are hereby requested to supply the items for CBPHC of Dhupguri Municipality as per list (Technical specification with quantity) enclosed within 20 (twenty) days from the date of receipt of this order.

After ensuing supplying, the claim may be preferred through bill (in triplicate) along with receipted copy of challan.

Yours faithfully

[Signature]
Chairman
&

The President of MHFWC
Dhupguri Municipality

Date.....09/8/08.....

Memo no...363/1(5)...../DPGM/08

Copy forwarded for information & necessary action to-

- ✓ 1) The Director of SUDA, Health Wing.
Ilgus Bhawan, H-C Block, Sce-III, Bidhannagar, Kol-91.
- 2) The Project Officer, Health Wing, SUDA, Kol-91.
- 3) The Accountant Dhupguri Municipality
- 4) The Sanitary Inspector, Dhupguri Municipality.
- 5) The Multipurpose Helper cum Store Keeper Clerk, Dhupguri Municipality.

[Signature]

Chairman
&

The President of MHFWC
Dhupguri Municipality



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/1525

Dt. .. 29.08.2008

From : Arnab Roy
Project Director, CMU

To : The Chairman
Dhupguri Municipality
P.O.- Dhupguri,
Dist.- Jalpaiguri,
PIN - 735 250.

Sub. : Requirement of fund for Vector Borne Diseases Control Programme.

Ref. : Your communication bearing no. 328/D.P.G.M/08 dt. 19.07.2008.

Sir,

This is to intimate you that there is no such fund provision available under KUSP. However, if you have received any incentive fund in the mean time, the said fund can be utilized for the purpose.

Please bear with us.

Thanking you.

Yours faithfully,

Project Director, CMU

ENDr. Gownam\KUSP\Letter Head ULBs.doc

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI

ESTD-2002

Memo No. 328/D.P.G.M./08

Date 19-07-08

To,

The Project Director, CMU,
Kolkata, Urban Service for the poor,
Ilgus Bhawan, H-C Block, Sec-III,
Bidhannagar, Kolkata-700106



Dr. Gromani
25/7

Sub;- Requirement of fund for Vector Borne Disease Control Programme.

Ref:- CMU-94/2003(Pt-VI)/783 (125);

Date- 18-06-2008.

Sir,

In reference to the above, I would like to bring to your kind notice that during June to October for spraying and surveillance work of Vector Borne disease Control Programme within our Jurisdiction an amount @ 80,000 (Rupees Eighty Thousand) only per months, total Rs. 4,00000 (Rupees four lakhs) only will be required.

You are therefore requested to arrange for placement of fund mentioned above for the said programme at the earliest.

This is for your kind information & necessary action please.

Yours faithfully

Chairman
Dhupguri Municipality

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

RE SUDA-Health/63.ULBs/08/183

Date .19.08.2008.

**From : Dr. Shibani Goswami
Project Officer
Health, SUDA**

**To : The Chairman
Dhupguri Municipality**

**Sub. : Training of HHWs in connection with Community Based Primary Health
Care Services in Dhupguri Municipality.**

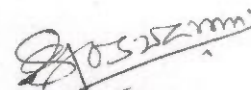
Sir,

This is to intimate you that Shri Salil Kr. Lahiri, MIES Officer, Health, SUDA will be visiting to your ULB to impart training to HHWs on Family Schedule, Baseline Survey Format and HMIS on 25.08.2008.

You are requested kindly to make necessary arrangement for his accommodation at your ULB on the above mentioned dates.

Thanking you.

Yours faithfully,

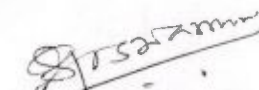

Project Officer

Dt. .. 19.08.2008

SUDA-Health/63 ULBs/08/183/1(1)

CC

Shri Salil Kr. Lahiri, MIES Officer, Health, SUDA


Project Officer

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

Memo No.....D.P.G.M.

Date.....

To,

Electrical measuring instruments,
12/1 Suren Sarkar Road,
Kolkata- 700010



**Sub:- Supply order of Furniture & Equipments for training of HHW, M & S
Cell and Sub-centers under CBPHCS of Dhupguri Municipality.**

Ref: 315/(4)/DPGM/08; Dated.- 14-07-2008.

Sir,

In reference to the above your quotation no EMI/Q/07/(09)/2008; dated 25-07-2008 is hereby accepted by the undersigned. Now you are hereby requested to supply the items for CBPHC of Dhupguri Municipality as per list (Technical specification with quantity) enclosed within 20 (twenty) days from the date of receipt of this order.

After ensuing supplying, the claim may be preferred through bill (in triplicate) along with receipted copy of challan.

Yours faithfully

Chairman
&

The President of MHFWC
Dhupguri Municipality

Date.....09.8.08.....

Memo no.....363/15) / DPGM/08

Copy forwarded for information & necessary action to-

- 1) The Director of SUDA, Health Wing.
Ilgus Bhawan, H-C Block, Sce-III, Bidhannagar, Kol-91.
- 2) The Project Officer, Health Wing, SUDA, Kol-91.
- 3) The Accountant Dhupguri Municipality
- 4) The Sanitary Inspector, Dhupguri Municipality.
- 5) The Multipurpose Helper cum Store Keeper Clerk, Dhupguri Municipality.

Chairman
&

The President of MHFWC
Dhupguri Municipality

File
9/6.12.07

Office of The Board of Councillors

(03563) 2500

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST. JALPAIGURI
ESTD-2002

Memorandum No. 394 D.P.G.M/07



Date 04-12-07

10

The Director of SUDA
Health Wing, Ugas Bhavan, H. B. Road, Sector-III
Bidhannagar, Salt Lake City, K.

Subject: Training in sanitation with HHWs under
Dhupguri Municipality.

Sir,

In reference to the above, I am writing the names of the following persons for one day's training programme at Kolkata scheduled to be held on 10-12-07. The said trainers will arrive in Kolkata in morning of the said date (i.e. on 10-12-07).

1. Dr. Abhibrata Dey
2. Dr. Prasun Mallick
3. Smt. Namita Das (Nurse)
4. Smt. Shila Paul (Nurse)
5. Sri Anjan Kumar Roy (Sanitary Inspector)

You are requested to make necessary arrangement for accommodation of the aforesaid trainers for their stay during the training period.

This is for your kind information and necessary action please.

Yours faithfully

Chairman
Dhupguri Municipality

Memo No. DPGM

Copy forwarded for information and necessary action to:-

- 1) The Block Medical Officer of Health, Dhupguri.
- 2) Dr. Abhibrata Dey, Vivekanandapara, Dhupguri
- 3) Dr. Prasun Mallick, Dhupguri Rural Hospital
- 4) Smt. Namita Das (Nurse) Dhupguri Rural Hospital
- 5) Smt. Shila Paul (Nurse) Dhupguri Rural Hospital
- 6) Sri Anjan Kumar Roy (Sanitary Inspector) Dhupguri Municipality

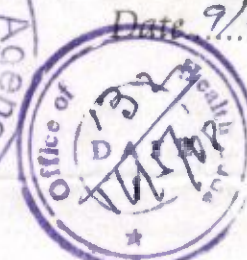
DHUPGURI MUNICIPALITYThe President MHFWC
Dhupguri Municipality

P.O. DHUPGURI, DIST-JALPAIGURI, PIN-735210

ESTD-2002

Memo No. 215/D.P.G.M./08

To

The Director of SUDA
Health Wing, Ilgus Bhavan
H-C. Block, Sector-III, Bidhannagar.
Kol-91

Sub:- Joining of Honorary Health Worker 16 (sixteen) Regular candidates, under community based primary Health care service Dhupguri Municipality.

Ref No. SUDA- Health/63 ULBs/08/05 Dt. 15-04-2008.

Sir,

In reference to the above the following 16 (sixteen) nos. of HHWs had joined accordingly for implementation of community based primary health care service of this Municipality.

SL No.	Name of the HHWs Regular Candidate	Ward No.	Date of Joining
1.	Anju Dutta(Bhowal), W/O Khokan Bhowal,	1	02-05-2008
2.	Malina Roy, W/O Krishnapada Roy	2	-Do-
3.	Shefali Basak , W/O Tulshi Basak	3	-Do-
4.	Pranita Ghosh (Basak) C/O Gopal Basak	4	-Do-
5.	Pratima Roy W/O Nalini Mohan Roy	5	-Do-
6.	Pranati Raha (Sarkar) W/O Anil Raha	6	-Do-
7.	Anima Chatterjee, W/O Nimai Chatterjee	7	-Do-
8.	Binodini Roy, W/O Lal Chand Roy	8	-Do-
9.	Sakuntala Roy (Barman) W/O Dinabandhu Barman	9	-Do-
10.	Kabita Sarkar (Ghosh), W/O Monoranjan Sarkar	10	-Do-
11.	Ruma Bhattacharjee (Ghosh) W/O Swadesh Ghosh	11	-Do-
12.	Mousumi Dey (Bose) W/O Samar Bose	12	-Do-
13.	Biva Biswasarma (Roy) W/O Arun Roy	13	-Do-
14.	Jayanti Roy (Das) W/O Bakul Roy	14	-Do-
15.	Sima Ghosh (Sarkar) W/O Sujit Ghosh	15	-Do-
16.	Anita Roy W/O Gobinda Roy	16	-Do-

This is for your kind information & necessary action please.

Yours faithfully

Chairman

&

The President MHFWC
Dhupguri Municipality

Memo No. DPG.M/08

Date.....

Copy forwarded for information & necessary action to:-

1. The Joint Secretary, Govt. of West Bengal, Municipal Affairs Dept, Writer Building Kol-1

Office of the Board of Councillors
DHUPGURI MUNICIPALITY
 Dhupguri, Jalpaiguri



Memo No.....DPG.M/08

Date.....

Order

With reference to the Director SUDAs letter NO-SUDA-Health/63/ULBs/08/05, Dt.-15/04/2008, the following 16 (sixteen) Nos. regular candidates are directed to join as a Honorary Health Worker under Community Based Primary Health Care Services of this Municipality on and from 2nd May 2008. The honorarium @ Rs 1000/- per month will be allowed to the HHWs. from the date of their joining in the programme. The HHWs shall not, however, claim any permanent employment except the honorarium from the municipality in future occasions.

Sl. No.	Name of the HHW's Regular Candidate	Ward No.
1.	Anju Dutta(Bhowal), W/O Khokan Bhowal,	1
2.	Malina Roy, W/O Krishnapada Roy	2
3.	Shefali Basak, W/O Tulsni Basak	3
4.	Pranita Ghosh (Basak) C.O Gopal Basak	4
5.	Pratima Roy W/O Nalini Mohan Roy	5
6.	Pranati Raha (Sarkar) W/O Anil Raha	6
7.	Anima Chatterjee, W/O Nimai Chatterjee	7
8.	Binodini Roy, W/O Lal Chand Roy	8
9.	Sakuntala Roy (Barman) W/O Dinabandhu Barman	9
10.	Kabita Sarkar (Ghosh), W/O Monoranjan Sarkar	10
11.	Ruma Bhattacharjee (Ghosh) W/O Swadesh Ghosh	11
12.	Mousumi Dey (Bose) W/O Samar Bose	12
13.	Biva Biswasarma (Roy) W/O Arun Roy	13
14.	Jayant Roy (Das) W/O Bakul Roy	14
15.	Sima Ghosh (Sarkar) W/O Sujit Ghosh	15
16.	Anita Roy W/O Gobinda Roy	16

Sd/-
 Chairman
 &

The President MHFWC
 Dhupguri Municipality

Memo No.....204/1(3)/DPG.M/08

Date.....30-04-08

Copy forwarded for information and necessary action to:-

- ✓ 1. The Director of SUDA Health Wing, H-C Block, Sec-II, Kol- 91
2. The District Magistrate, Jalpaiguri
3. The Chief Medical Officer of Health, Jalpaiguri
4. The Asstt. Chief Medical Officer of Health, Jalpaiguri
5. The Councillor in-charge of Health, Dhupguri Municipality
6. The Block Medical Officer of Health, Dhupguri

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**

Ref No.

Date 15.04.2008.....

SUDA-Health/63 ULBs/08/06**From : Director, SUDA****To : The Chairman
Dhupguri Municipality****Sub. : Procurement of Furniture, Equipment and Drugs for Sub -Centres
under Community Based Primary Health Care Services.****Sir,**

On completion of Honorary Health Workers' training for 45 days, you are to engage regular HHWs with effect from 02.05.2008. In the mean time, You have already identified premises for sub-centres for implementation of primary health care services under CBPHC.

The minimum no. of clinics which are to be held in each of the sub-centres are as under :

- Ante natal / Post natal care & Family Welfare clinic – once / twice per month
- Immunisation Clinic – once per month
- Growth Monitoring Clinic – once per month
- Treatment Clinic by Doctor – once in a week
- Health Awareness programme – twice per month

To implement such clinic services from the sub-centres , it is high time to equip the sub-centres with necessary Furniture , Equipment and Drugs as per approved list which are enclosed at Annexure – I, II & III respectively.

Procurement is to be done by the ULB concerned through their Procurement Committee already constituted for the purpose, following the Government procurement norms. Fund already placed with the ULB is to be utilized for the purpose. Further fund will be released on submission of requisition as per proforma already provided only after acceptance by SUDA at least 70% of SOE of earlier fund released to you.

Contd. to P-2.

- 2 -

The expenditure is to be booked under the A/C head –“Furniture / Equipment / Drug” separately as will be applicable. Statement of Expenditure (SOE) is to be submitted by 10th of the following month and Utilisation Certificate (UC) at the end of each quarter.

You are requested to undertake such procurement at the earliest so that the primary health care services could be extended to the beneficiaries.

Thanking you.

Enclo. : As stated.

SUDA-Health/63 ULBs/08/06/1(1)

Copy forwarded for kind information to :
CMOH, Jalpaiguri District

SUDA-Health/63 ULBs/08/06/2(1)

Copy forwarded for kind information to :
AFC, Dhupguri Municipality

SUDA-Health/63 ULBs/08/06/3(1)

Copy forwarded for kind information to :
Finance Office, SUDA

Yours faithfully,

Director, SUDA

Dt. .. 15.04.2008

Director, SUDA

Dt. .. 15.04.2008

Director, SUDA

Dt. .. 15.04.2008

Director, SUDA

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**

Ref No.SUDA-Health/63 ULBs/08/05

Date15.04.2008

From : Director, SUDA**To : The Chairman
Dhupguri Municipality****Sub. : Commencement of functioning of regular HHWs under Community
Based Primary Health Care Services.****Ref. : Your communication bearing no. 169/DPG.M/08 dt. 09.04.2008.****Sir,**

With reference to above, the following activities are to be undertaken by your ULB :

- The names of regular candidates (Sixteen nos.) only is to be listed and put up in the notice board of ULB, asking them to function as HHW with effect from 2nd May, 2008 and inform Director, SUDA accordingly with regard to date of joining of HHWs.
- The Chairman of the ULB is to allocate the area of operation for each HHW.
- One HHW will cover a population not exceeding 1,000 BPL contained in a single ward. A ward having less than 1,000 BPL population will have one HHW.
- The HHW shall be responsible for Primary Health Care of BPL families under her jurisdiction and be responsible for both public health and health statistical data collection for the entire population within the ward.
- The ward Councillor will monitor and supervise the activity at ward level.
- HHW Kit bag along with contents provided by SUDA is to be given to all the regular HHWs only.
- To start with, HHW will conduct baseline survey of the allotted BPL families as per the proforma already provided by SUDA, to be checked and scrutinized by HO / MO / SI, who will compile the data ward-wise and ULB-wise.
- Job responsibility of the HHW (working hours 12-00 Noon to 4-00 P.M. of each working day) is :
 - fortnightly home visit to each BPL families,
 - motivate the community to avail health services – collection of data and filling up of Family Schedule,
 - treatment of minor ailments at door step, distribution of drugs for three days maximum,
 - registration of pregnancy within 12 weeks,
 - identification of danger signs of pregnancy and its referral,
 - act as depot holder of ORS, Nirodh, OCP, Iron Folic Acid tablet etc.,
 - counselling on child nutrition and immunization,

Contd. to P-2

- counselling adolescents for physical, psychological and nutritional growth,
 - promotion of IEC activities including group discussion with the community on awareness generation towards Primary Health Care, Public Health and National Health Programmes,
 - assisting implementation of ongoing National Health Programmes.
 - preparation and submission of fortnightly HMIS report,
 - ensure community participation.
- Honorarium for HHWs will be @ Rs. 1,000/- per HHW per month with effect from the date of commencement of their work.

Furthermore, the following preliminary activities be initiated simultaneously so that primary health care services can be provided to the community.

- Accommodation for 4 (Four) nos. of Sub-Centres are to be identified.
- Suitable accommodation for Sub-Centre be in municipal / community building or Club / CBO accommodation. **Preference should be given for municipal / community accommodation.**
- The Sub-Centre should preferably contain one room (size = 10' x 8') for setting up clinical room and covered waiting space for the beneficiaries, toilet and water facilities.
- The Sub-Centre is to be located in such a way that maximum number of BPL population could have easy access to it.
- As per Project proposal, the service charge (rental) should not exceed Rs. 1,000/- per month per Sub-Centre which includes electricity, water & sweeping / cleaning charges. These rental charges will only be applicable for the Sub-Centre accommodated in Club / CBO accommodation. There will be no rental charges for the Sub-Centre accommodated in municipal / community accommodation.

Further instruction will follow in due course. A feed back on the above mentioned activities be forwarded to the undersigned.

Thanking you.

Yours faithfully,

012

Director, SUDA

Dt. .. 15.04.2008

SUDA-Health/63 ULBs/08/05/1(1)

C.C.

DM, Jalpaiguri District

Director, SUDA

Dt. .. 15.04.2008

SUDA-Health/63 ULBs/08/05/2(1)

C.C.

CMOH, Jalpaiguri District

Director, SUDA

Dt. .. 15.04.2008

SUDA-Health/63 ULBs/08/05/3(2)

C.C.

1. Finance Officer, SUDA

2. Finance Officer, Health Wing, SUDA

Director, SUDA

Office of the Board of Councillors
DHUPGURI MUNICIPALITY
Dhupguri, Jalpaiguri

Memo No.169...../..DPG.M/08

Date. 09/4/08

To

The Director of SUDA
Health Wing
Ilgus Bhavan, H.C. Block, Sector-III
Bidhannagar, Kolkata-91



Sub:-Pre-training and Post-training Examination & evaluation score sheet of
Honorary Health Workers Regular and panel candidate under Dhupguri
Municipality.

Ref: SUDA- Health/63ULBs/07/572; Dt. 06-12-2007

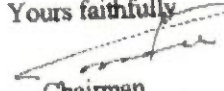
Sir,

With reference to the above the desired report is sent herewith for favour of your kind perusal.

SL No.	Name of the HHWs Regular Candidate	Ward No.	Pre-training Examination		Post Training Examination	
			Full Marks	Marks Obtained	Full Marks	Marks Obtained
1.	Anju Dutta(Bhowal), W/O Khokan Bhowal,	1	30	22	40	34
2.	Malina Roy, W/O Krishnapada Roy	2	30	21	40	29
3.	Shefali Basak , W/O Tulshi Basak	3	30	21	40	37
4.	Pranita Ghosh (Basak) C/O Gopal Basak	4	30	21	40	38
5.	Pratima Roy W/O Nalini Mohan Roy	5	30	22	40	33
6.	Pranati Raha (Sarkar) W/O Anil Raha	6	30	20	40	32
7.	Anuma Chatterjee, W/O Nirmal Chatterjee	7	30	17	40	37
8.	Binodini Roy, W/O Lal Chand Roy	8	30	20	40	37
9.	Sakuntala Roy (Barman) W/O Dinabandhu Barman	9	30	18	40	36
10.	Kabita Sarkar (Ghosh), W/O Monoranjan Sarkar	10	30	18	40	37
11.	Ruma Bhattacharjee (Ghosh) W/O Swadesh Ghosh	11	30	23	40	37
12.	Mousumi Dey (Bose) W/O Samar Bose	12	30	16	40	37
13.	Biva Biswasarma (Roy) W/O Arun Roy	13	30	21	40	36
14.	Jayanti Roy (Das) W/O Bakul Roy	14	30	19	40	35
15.	Sima Ghosh (Sarkar) W/O Sujit Ghosh	15	30	25	40	38
16.	Anita Roy W/O Gobinda Roy	16	30	20	40	36

SL No.	Name of the HHWs Panel Candidate	Ward No.	Pre-training Examination		Post Training Examination	
			Full Marks	Marks Obtained	Full Marks	Marks Obtained
1.	Sakuntala Deb (Chowdhury) W/O Ashim Deb	10	30	18	40	38
2.	Mona Roy W/O Susanta Roy	13	30	17	40	38
3.	Rakhi Mridha W/O Sudipta Mridha	5	30	21	40	38
4.	Jharna Dhar W/O Krishna Dhar	16	30	17	40	34
5.	Manashi Mallick W/O Shyamal Mallick	6	30	21	40	36
6.	Sima Paul W/O Ganesh Paul	15	30	22	40	35

Yours faithfully


Chairman
&
The President MHFWC
Dhupguri Municipality

Office of the Board of Councillors
DHUPGURI MUNICIPALITY
 P.O. - DHUPGURI ■ DIST. - JALPAIGURI
 ESTD. 2002

Memo No.132.../DPG. M. /2008

Date. 24-03-08

To,
 The Director, SUDA
 Health Wing, Ilgus Bhavan,
 H-C Block, Sector-III, Bidhannagar,
 Kolkata-700091



Sub:-Joining of Contractual Staff in connection with implementation of
 Community Based Primary Health Care Service Dhupguri
 Municipality.

Sir,

The following staff have been selected and appointed in the post on contract basis shown
 against vacs and had joined accordingly for implementation of Community based Primary Health
 Care Service of Dhupguri Municipality.

In order to pay their contractual/honourarium salary from March, 2008, a sum of Rs. 26,500/-
 (Twenty six thousand and five hundreds) per month i.e. Rs.53,000=00 will be required During 07-08
 which may please be allotted immediately. In this context, it may also be stated that Health Assistant
 will be engaged very soon.

At the sametime, it is also requested that a sum of Rs.3,84,000 may also be allotted in favour
 of Dhupguri Municipality for the contractual salary of the aforesaid officials during 2008-09

Sl No	Name of staff	Designation	Joining date
1.	Dr. Abhibrata Dey	Medical officer	05-03-2008
2.	Arup Ghosh	Sanitary Inspector	06-03-2008
3.	Bijoy Basak	Account Assistant	03-03-2008
4.	Gautam Kumar Mitra	Computer assistant	03-03-2008
5.	Mahabul Alam	Multipurpose Helper-cum-Store Keeper Clerk	10-03-2008

.This is for favour of kind information & necessary action please.

Yours faithfully

Chairman
 Dhupguri Municipality

Office of the Board of Councillors
DHUPGURI MUNICIPALITY
 Dhupguri, Jalpaiguri

Memo No. 115 / DPG.M/08

Date. 11-09-08

To

The Director of SUDA
 Health Wing
 Ilona Bhawan H.C. Block Sector III
 Bidhannagar, Kolkata 91



File

Sub-Pre-training Examination & evaluation score sheet of Honorary
 Health Workers Regular and panel candidate under Dhupguri
 Municipality

Ref: SUDA-Health/63ULBs/07/572, D. 06-12-2007

Sir,

With reference to the above the desired report is sent herewith in favour of your kind perusal.

SL No.	Name of the HHWs Regular Candidate	Ward No.	Full Marks	Marks Obtained	Remarks
1.	Anju Dutta(Bhowal), W/O Khokan Bhowal,	1	30	22	
2.	Malina Roy, W/O Krishnapada Roy	2	30	21	
3.	Shelfali Basak, W/O Tulshi Basak	3	30	21	
4.	Pranita Ghosh (Basak) C/O Gopal Basak	4	30	21	
5.	Pratima Roy W/O Nalini Mohan Roy	5	30	22	
6.	Pranati Raha (Sarkar) W/O Anil Raha	6	30	20	
7.	Anima Chatterjee, W/O Nimai Chatterjee	7	30	17	
8.	Binodini Roy, W/O Lal Chand Roy	8	30	20	
9.	Sakuntala Roy (Barman) W/O Dinabandhu Barman	9	30	18	
10.	Kabita Sarkar (Ghosh), W/O Monoranjan Sarkar	10	30	18	
11.	Ruma Bhattacharjee (Ghosh) W/O Swadesh Ghosh	11	30	23	
12.	Mousumi Dey (Bose) W/O Samar Bose	12	30	16	
13.	Biva Biswasarma (Roy) W/O Arun Roy	13	30	21	
14.	Jayanti Roy (Das) W/O Bakul Roy	14	30	19	
15.	Sima Ghosh (Sarkar) W/O Sunit Ghosh	15	30	25	

SL No.	Name of the HHWs Panel Candidate	Ward No.	Full Marks	Marks Obtained	Remarks
1.	Sakuntala Deb (Chowdhury) W/O Ashim Deb	10	30	18	
2.	Mona Roy W/O Susanta Roy	13	30	17	
3.	Rakhi Mridha W/O Sudipta Mridha	5	30	21	
4.	Jharna Dhar W/O Krishna Dhar	16	30	17	
5.	Manashi Mallick W/O Shyamal Mallick	6	30	21	
6.	Suna Paul W/O Ganesh Paul	15	30	22	

Yours faithfully



Office of the Board of Councillors
DHUPGURI MUNICIPALITY
 Dhupguri, Jalpaiguri

Memo No. 115 /DPG.M/08

Date. 11-03-08

To

The Director of SUDA
 Health Wing
 Pous Bhawan H.C Block Sector III
 Bidhannagar, Kolkata 91

Sub: Pre-training Examination & evaluation score sheet of Honorary Health Workers Regular and panel candidate under Dhupguri Municipality.

Ref: SUDA- Health/63ULBs/07/572; Dt. 06-12-2007

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2.	Malina Roy, W/O Krishnspada Roy	2	30	21	
3.	Shelfali Basak, W/O Tulshi Basak	3	30	21	
4.	Pranita Ghosh (Basak) C/O Gopal Basak	4	30	21	
5.	Pratima Roy W/O Nalini Mohan Roy	5	30	22	
6.	Pranati Raha (Sarkar) W/O Anil Raha	6	30	20	
7.	Anima Chatterjee, W/O Nimai Chatterjee	7	30	17	
8.	Binodini Roy, W/O Lal Chand Roy	8	30	20	
9.	Sakuntala Roy (Barmar) W/O Dinabandhu Barmar	9	30	18	
10.	Kabita Sarkar (Ghosh), W/O Monoranjan Sarkar	10	30	18	
11.	Ruma Bhattacharjee (Ghosh) W/O Swadesh Ghosh	11	30	23	
12.	Mousumi Dey (Bose) W/O Samar Bose	12	30	16	
13.	Biva Biswasarma (Roy) W/O Arun Roy	13	30	21	
14.	Jayanti Roy (Das) W/O Bakul Roy	14	30	19	
15.	Sima Ghosh (Sarkar) W/O Sunit Ghosh	15	30	25	

SL No.	Name of the HHWs Panel Candidate	Ward No.	Full Marks	Marks Obtained	Remarks
1.	Sakuntala Deb (Chowdhury) W/O Ashim Deb	10	30	18	
2.	Mona Roy W/O Susanta Roy	13	30	17	
3.	Rakhi Mridha W/O Sudipta Mridha	5	30	21	
4.	Jharna Dhar W/O Krishna Dhar	16	30	17	
5.	Manashi Mallick W/O Shyamal Mallick	6	30	21	
6.	Sima Paul W/O Ganesh Paul	15	30	22	

Sharma

Office of the Board of Councillors'
Dhupguri Municipality
Dhupguri, Jalpaiguri

Memo No. 79/DPGM/08

Date 18-02-2008

To

The Director of SUDA
Health Wing, Ilgus Bhavan, H.C. Block
Sector-III, Bidhannagar, Kolkata-91

Sub:-List of Selected Contractual Staff in connection with Community
Based Primary Health Care Services, Dhupguri Municipality.

Sir,

With reference to the above the desired report is sent herewith for favour of your kind perusal.

SL No.	Category	Name & Address
1.	Medical Officer	Dr. Abhibrata Dey Lina Kutir, Cinemahallpara Bairatiguri, Jalpaiguri
2.	Sanitary Inspector	Arup Ghosh C/O Anil Kumar Ghosh, Seba Gram, Debnagar, Jalpaiguri
3.	Computer Assistant	Goutam Kr. Mitra C/O. Shib Sankar Mitra Deshbandhupara, Dhupguri, Jalpaiguri
4.	Accounts Assistant	Bijoy Basak, C/O Late Profullya Kumar Basak, Natunpara, Dhupguri, Jalpaiguri
5.	Multipurpose Helper Cum Store Keeper Clerk	Mahabul Alam, West Magurmari, Kalirhat, Dhupguri., Jalpaiguri
6.	Health Assistant	Pradip Roy C/O Ramesh Ch. Roy, Purba Magurmari, Dhupguri, Jalpaiguri

Yours faithfully

[Signature]
Chairman

& the President MHFWC
Dhupguri Municipality

Memo No.DPGM/08

Date

Copy forwarded for information and necessary action to:-

1. The Joint Secretary, Municipal Affairs Department, Writers' Buildings Kolkata -01
2. The District Magistrate, Jalpaiguri
3. The Asst. C.M.O.H. Jalpaiguri
4. The B.M.O.H. Dhupguri.
5. The President C.D.S. Dhupguri Municipality
6. The Councillor in-charge of Health, Dhupguri Municipality
7. The Secretary Lions Club, Dhupguri
8. Dr. S.K.Das, Health Officer, Siliguri Municipal Corporation
9. The Health Officer, Dhupguri Municipality.
10. The Office Notice Board, Dhupguri Municipality.

Chairman
& the President MHFWC
Dhupguri Municipality

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

SUDA-Health/63 ULBs/07/672

Ref No.

Date 14.02.2008

From : Dr. Shibani Goswami
Project Officer
Health, SUDA

To : The Chairman
Dupguri Municipality

Sub. : Training of HHWs in connection with Community
Based Primary Health Care Services.

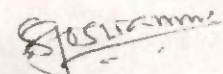
Sir,

This is to intimate you that Shri Salil Kr. Lahiri, MIES Officer, Health, SUDA will be visiting to your ULB to impart training to regular HHWs including panel candidates on Family Schedule, Baseline Survey Format and HMIS on 24th - 25th February, 2008. No training fee is to be provided by you to Shri Lahiri.

You are requested kindly to make necessary arrangement for his accommodation on the above mentioned dates.

Thanking you.

Yours faithfully,



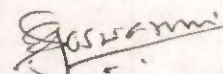
Project Officer

Dt. .. 14.02.2008

SUDA-Health/63 ULBs/07/672/1(1)

CC

Shri Salil Kr. Lahiri, MIES Officer, Health, SUDA



Project Officer

Office Of The Board Of Councillors

(03563) 250046

DHUPGURI MUNICIPALITY**P.O. DHUPGURI DIST. JALPAIGURI****ESTD-2002**Memo No.....27.....D.P.G.M./2008Date.....18/1/08.....

To

The Director

State Urban Development Agency
Jugus Bhawan, H-C Block, Sector-III
Bidhan Nagar, Kolkata-91

PO(H)

**Sub:-Approval of training Co-ordinator of HHWs.**

Sir,

Since all the preliminaries in connection with holding of training for the selected HHWs, the exact date of commencement of training has already been finalized from 21st January '2008.

To co-ordinate the entire matter and successfully completion of the training, Sri Anjan Kumar Roy, Sanitary Inspector of this municipality has been assigned the charge of "Training co-ordinator" which may kindly be approved.

An immediate confirmation is requested.

Yours faithfully

Chairman
Dhupguri Municipality
o/c

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**Memo No..... 212/D.P.G.M./08Date 16-01-2008

To

The Director of SUDA
Health Wing Ilgus Bhavan
H-C Block, Sector-III Bidhannagar
Kolkata-91

PO(H)



Sub: -Honorary Health Workers (HHWs) training under
Community Based Primary Health Care Services.

Ref : - SUDA- Health/63ULBs/07/572; date 6-12-2007

Sir,

With reference to the above the training of Honorary Health Workers Dhupguri Municipality scheduled to be held on 21st January 2008 onwards. The desired training schedule for the purpose is enclosed herewith for favour of your kind information and necessary action.

Yours faithfully,

[Signature]
Chairman
&

The President MHSFWC
Dhupguri Municipality

Memo No.....DPG.M/

Date.....

Copy forwarded for information and necessary action to:-

1. The Chief Medical Officer of Health, Jalpaiguri
2. The Block Medical Office of Health, Dhupguri

With request to spare the trainers for
proposed training.

3. Dr. Abhibrata Dey, Cinema hall Para, Bairatiguri.
4. Dr. Prasun Mallick, Dhupguri Rural Hospital
5. Smt. Shila Paul, Dhupguri Rural Hospital
6. Smt. Namita Das, Dhupguri Rural Hospital.
7. Sri Anjan Kr. Roy, S.I., Dhupguri Municipality.

With request to attend the training
schedule

Chairman
&

The President MHSFWC

Basic Training Course for Honorary Health Workers (HHW's)
(Both Regular and Panel Candidates)

Training Venue : "DHUPGURI MUNICIPALITY"
Course Co-ordinator : ANJAN KUMAR ROY

Trainers name

1. Dr. ABHIRATA DEY.
2. Dr. PRASUN MALLICK.
3. Smt. NAMITA DAS
4. Smt. SWILA PAL
5. Spl. ANJAN KR. ROY

Total Duration : 45 days

Time Table :

Class room - 62 sessions, Practical - 28 sessions

Date	11 A.M. to 1 P.M.	Recess	2 P.M. to 4 P.M.
21/01/2008	1. Registration, Inauguration	21/01/2008	2. Pre-training examination and evaluation.
22/01/2008	3. Community Based Primary Health Care Services - introduction, aims,	22/01/08	4. Organisational set-up, Service strategy, Job responsibility of HHW
24/01/08	5. Elementary knowledge on Food & Nutrition.	24/01/08	6. Contd.
25/01/08	7. Nutritional requirement for vulnerable groups, importance of Maternal and Child nutrition, breast feeding, colostrum & weaning practices.	25/01/08	8. Contd.
28/01/08	9. Concept of health - preventive, promotive, curative health	28/01/08	10. Contd.
29/01/08	11. Elementary knowledge on communicable and contagious diseases, transmission factor.	29/01/08	12. Contd.
30/01/08	13. Personnel hygiene, family and community level hygiene, environmental sanitation.	30/01/08	14. Adolescent Girls' health care.
31/01/08	15. Reproductive & Child Health Maternal care - antenatal care,	31/01/08	16. Maternal care Contd.- high-risk pregnancy, diet in pregnancy.
01/02/08	17. Maternal care - intra / post natal care	01/02/08	18. Revision on Maternal Care.
04/02/08	19. Child care - Essential newborn care, high risk neonates,	04/02/08	20. Child care-breast feeding, colostrum, weaning, vitamin A prophylaxis

Date	11 A.M. to 1 P.M.	Recess	2 P.M. to 4 P.M.
05/02/08	21. Child care - Contd. - Growth monitoring chart - Developmental Mile stones	05/02/08	22. Revision on child care
06/02/08	23. Six Vaccine preventable diseases T.B., Polio	06/02/08	24. Six Vaccine preventable diseases- Diphtheria, Whooping Cough
07/02/08	25. Six Vaccine preventable diseases Tetanus and Measles	07/02/08	26. Routine Immunisation - Schedule, conduction of immunisation session, follow up
08/02/08	27. Routine Immunisation Contd	08/02/08	28. Routine Immunisation - Cold Chain
12/02/08	29. Family Welfare programme - Concept of Eligible Couple, small family norm,	12/02/08	30. F P methods (spacing and terminal), MTP
13/02/08	31. ARI - Identification, management and prevention.	13/02/08	32. Roles of HHW in ARI management
14/02/08	33. Diarrhoeal diseases - Definition, assessment of dehydration, management, ORS therapy, home available fluid.	14/02/08	34. Video Show, Group work on important messages
15/02/08	35. RTI - Identification, mode of transmission, and prevention	15/02/08	36. STDs / HIV / AIDS - Identification, mode of transmission, and prevention.
18/02/08	37. STDs / HIV / AIDS - Continued	18/02/08	38. National Health Programme - RNTCP - Brief knowledge, identification of cases, linkage.
19/02/08	39. National Health Programme - NLEP - Brief knowledge, identification of cases, linkage	19/02/08	40. National Health Programme - NBCP - Brief knowledge, identification of cases, linkage.
20/02/08	41. National Health Programme - NMCP - Brief knowledge, identification of cases, linkage.	20/02/08	42. National Health Programme - NFCP - Brief knowledge, identification of cases, linkage.
21/02/08	43. National Health Programme - AIDS Control Prog - Brief knowledge, identification of cases, linkage	21/02/08	44. National Iodine Deficiency Disorders Control Programme - Brief knowledge, identification of cases, linkage.
22/02/08	45. Pulse Polio Immunisation (PPI) Control Programme - Brief knowledge, involvement with linkage.	22/02/08	46. Revision on National Health Programme.
25/02/08	47. Minor ailments - Identification, management at HHWs level, drug therapy, dosage schedule, referral.	25/02/08	48. Minor ailments - Contd.
26/02/08	49. Minor ailments - Contd.	26/02/08	50. HHWs kit - Knowledge about contents, demonstration.

Date	11 A.M. to 1 P.M.	Recess	2 P.M. to 4 P.M.
05/02/2008	21. Child care - Contd - Growth monitoring chart - Developmental Mile stones	05/02/2008	22. Revision on child care
06/02/08	23. Six Vaccine preventable diseases T.B., Polio.	06/02/2008	24. Six Vaccine preventable diseases- Diphtheria, Whooping Cough
07/02/08	25. Six Vaccine preventable diseases Tetanus and Measles.	07/02/08	26. Routine Immunisation - Schedule, conduction of immunisation session, follow up
08/02/08	27. Routine Immunisation Contd	08/02/08	28. Routine Immunisation - Cold Chain
12/02/08	29. Family Welfare programme - Concept of Eligible Couple, small family norm,	12/02/08	30. F P methods (spacing and terminal), MTP
13/02/08	31. ARI - Identification, management and prevention.	13/02/08	32. Roles of HHW in ARI management
14/02/08	33. Diarrhoeal diseases - Definition, assessment of dehydration, management, ORS therapy, home available fluid.	14/02/08	34. Video Show, Group work on important messages
15/02/08	35. RTI - Identification, mode of transmission, and prevention	15/02/08	36. STDs / HIV / AIDS - Identification, mode of transmission, and prevention.
18/02/08	37. STDs / HIV / AIDS - Continued	18/02/08	38. National Health Programme - RNTCP - Brief knowledge, identification of cases, linkage.
19/02/08	39. National Health Programme - NLE? - Brief knowledge, identification of cases, linkage	19/02/08	40. National Health Programme - NBCP - Brief knowledge, identification of cases, linkage.
20/02/08	41. National Health Programme - NMCP - Brief knowledge, identification of cases, linkage.	20/02/08	42. National Health Programme - NFCP - Brief knowledge, identification of cases, linkage.
21/02/08	43. National Health Programme - AIDS Control Prog - Brief knowledge, identification of cases, linkage	21/02/08	44. National Iodine Deficiency Disorders Control Programme - Brief knowledge, identification of cases, linkage.
22/02/08	45. Pulse Polio Immunisation (PPI) Control Programme - Brief knowledge, involvement with linkage.	22/02/08	46. Revision on National Health Programme.
25/02/08	47. Minor ailments - Identification, management at HHWs level, drug therapy, dosage schedule, referral.	25/02/08	48. Minor ailments - Contd.
26/02/08	49. Minor ailments - Contd.	26/02/08	50. HHWs kit - Knowledge about contents, demonstration.

COMMUNITY BASED PRIMARY HEALTH CARE SERVICES

AN OUTLINE FOR TRAINERS

REGARDING

TRAINING OF HONORARY HEALTH WORKER

AT DHUPGURI..... MUNICIPALITY

TIME : 11 A.M. to 1 P.M. & 2 P.M. to 4 P.M.

VENUE : DHUPGURI MUNICIPALITY

COURSE CO-ORDINATOR : ANJAN KR. ROY.....

OF THE DHUPGURI..... MUNICIPALITY

Session	SUBJECTS FOR DISCUSSION	SPEAKERS / RESOURCE PERSONS
1.	Registration and inauguration, pre-training evaluation.	A.K. ROY & O.B.
2.	Pre-training examination and evaluation.	A.K. ROY & O.B.
3 & 4.	General introduction to Community Based Primary Health Care Services in 63 Non-KMA ULBs. Aim of the project. Organisational set up. Service strategy - community drafted female HHWs to pay home visit twice in a month, to provide basic curative care for minor ailments at the door step of the beneficiaries & to promote uptake of preventive, promotive and family planning services at local health facilities through interpersonal communication, HHW is the first contact point between the community and the existing health facilities, HHW to act as depot holder for distribution of Oral Pill, Condom, ORS, IFA tablets etc. The HHW is to be supervised by First Tier Supervisor. Services from Sub-Centre. Referral services to the existing Govt. health facilities. Responsibility of HHW.	A. K. ROY.
5 & 6.	What is Nutrition ? Nutritious food and its importance ? Classification of food - Protein, fat, carbohydrate, Vitamins, Minerals - Local sources of each of them, importance, deficiency diseases, What is Balance Diet ? Causes of malnutrition. Faulty practices. Diseases due to malnutrition. Awareness on nutrition - right method of cutting and cooking.	Smt. H. Das
7 & 8.	Conditions in which more Nutrition is required. Effect of proper nutrition on pregnant women to offspring. Benefit of breast milk, emphasis on colostrum, weaning food. What is Anaemia ? Symptoms. National Anaemia control programme for mothers and children.	Smt. H. Das
9 & 10.	Definition of Health, explanation on preventive, promotive and curative health with example.	Smt. S. Pal
11 & 12.	Definition of communicable and contagious diseases with example Description of different transmission factors.	Dr. A. Dey

Session	SUBJECTS FOR DISCUSSION	SPEAKERS / RESOURCE PERSONS
13.	What is hygiene ? Personal Hygiene - Daily bath, care of tooth, hair, eye, nail cutting, hand washing with soap before food handling and after toilet, spitting, cleanliness of cloths, bed linen, napkins - Diseases caused by each of the faulty habit and preventive measures. Home waste disposal. How environment can be made less pollutant - role of individual, family and community.	A. Roy.
14.	What is Adolescence ? Physical and psychological changes during adolescent period, Importance of health awareness - Danger of early marriage, teenage pregnancy, iron deficiency anemia, complications in adolescence pregnancy and delivery. Minimum age of marriage and child birth.	Smt. S. Pal
15.	Maternal care - Symptoms of pregnancy. Ante-natal Care - early registration of all pregnancies by 12 weeks, importance of early registration, LMP, EDD, at least 3 ante-natal check ups, components of check ups, increase in body weight of pregnant woman, Do's during pregnancy, Immunisation against Tetanus, Danger signals during pregnancy. High risk mother.	Dr. A. Dey
16.	High risk pregnancy - General factors - Maternal age below 18 yrs. and above 35 yrs. specially in case of First Pregnancy, short stature less than 140 cms. height, parity more than 4, less than 38 kg. body weight, previous history of abortion/ pre-term delivery/any complication / difficult labour, still birth, any medical disorders. Complication during pregnancy like, bleeding, severe Anaemia, high BP, multiple pregnancies, pre-term labour etc.	Dr. A. Dey
17.	Maternal care - symptoms of labour, intranatal care - promotion of institutional delivery, danger signals during labour. Post natal care - Post natal period, Care of new born and mother, danger signals during post natal period. Referral system - When to refer? Where to refer?	Smt. S. Pal
18.	Revision on Maternal Care.	Smt. S. Pal
19.	Child care - Essential new born care - Delivery at Health Facility, adequate cloth covering, early breast feeding, avoid bathing till cord falls off. High risk neonates - Weight less than 2.5 kg (LBW), twin / multiple babies, baby born by forceps, baby lost mother after birth, baby whose previous siblings died in infancy or early childhood, acute illness, congenital anomaly, repeated child birth of mother, baby not getting mother's milk, baby of mentally ill mother. Referral system.	Smt. N. Das
20.	Child care - breast feeding - advantage of breast feeding, exclusive breast feedings upto 6 months, beneficial effect of colostrum, proper weaning, mode and food items at weaning, Vitamin A prophylaxis. Child IFA.	Smt. N. Das
21.	Growth monitoring chart, Developmental mile stones.	Dr. P. Mallik
22.	Revision on Child Care.	Dr. P. Mallik

Case: 02-10071-3 (U.S. District Court, District of Columbia)

Session	SUBJECTS FOR DISCUSSION	SPEAKERS / RESOURCE PERSONS
34.	Video Show, Group work on important messages, preparation of chart and presentation.	Smt. J. Pal.
35.	<p>Reproductive Tract Infection :- Identification - Discharge per vagina, may be white or purulent or mixed with blood, soreness, itching, swelling, pain, tenderness or burning sensation in any part of the reproductive organs, or swelling of inguinal lymph glands or pain and tenderness in lower abdomen.</p> <p>Causes- unhygienic sex practices, bathing in dirty tank / pond, using dirty pad, not properly cleansing the part after defaecation or micturition.</p> <p>Preventive & Control measures: Hygienic practices with regard to above mentioned factors, early treatment.</p>	A. Roy.
36 & 37.	<p>STDs (Sexually Transmitted Diseases) - common STDs are Gonorrhoea and Syphilis. (a) Syphilis - Soreness in or around the external genitalia. (b) Gonorrhoea- discharge per vagina</p> <p>Mode of transmission - by sexual act with an infected person</p> <p>Prevention & Control - avoid sexual act with persons of unknown character. Use of condom, early treatment</p> <p>HIV infection - This infection damages the natural immune mechanism of the infected person who gradually become less resistant and more susceptible to various infections.</p> <p>Common signs and symptoms - suffering repeatedly from one or more of the following i.e cold & cough, diarrhoea, skin infection, eye infection, infection of oral cavity, painful swelling of the lymph glands, loss of body weight, fever etc.</p> <p>Mode of transmission- sex with infected person, use of not properly sterilised medical or dental instruments, contaminated blood transfusion or use of blood products, infected mother to foetus, mother's milk</p> <p>Prevention & control : Avoid sex with any person of unknown characters, use of properly sterilised instruments, use of condom, awareness generation of the people</p>	A. Roy.
38.	<p>RNTCP - About 1% of the population of India are suffering from T.B. Total no. of sufferers are about 1 Crore, every year there are about 5 lakhs new cases and 5 lakhs death.</p> <p>Identification - Any person showing one or more of the following symptoms should be referred :- (a) fever for more than 3 weeks (b) cough for more than 3 weeks, (c) blood with sputum.</p> <p>These persons should be immediately linked with chest clinic of a Govt. Hospital, where diagnosis and full treatment is done free of cost. At present, DOTS (Direct Observation Treatment - Short course) is done with multi-drugs which gives high cure rate. All infants are given BCG vaccine under that Routine Immunisation programmes.</p>	Dr. P. Mallik

Session	SUBJECTS FOR DISCUSSION	SPEAKERS / RESOURCE PERSONS
39.	<p>NLEP- Case detection - (a) Lepromatous cases - facial disfigurement, depressed nose, Irregular skin thickening, oily skin with reddish patches at places, may be congestion of eyes, soreness and shortening of fingers and toes.</p> <p>(b) Non lepromatous cases - (1) Hypopigmented and anaesthetic patches on the skin, or, (2) Polyneuritic superficial nerves i.e greater auricular / popliteal / ulnar nerves are thickened, or, (3) Tuberculoid type nodules scattered on the skin all over the body.</p> <p>Referral to the Govt. Hospitals.</p> <p>Awareness - stress on - Leprosy is a very mild infectious disease, cure rate is very high, diagnosis and full treatment is done free of cost at all hospitals.</p>	Dro. A. Dey
40.	<p>NBCP- India has the largest blind population. Under NBCP : Vitamin A prophylaxis for under 3 years children, organisation of cataract operation camps in outreach areas, publicity for motivation of people for donation of eyes, extending specialist services in rural hospitals. Free treatment of eye diseases in hospitals.</p>	Dro. A. Dey
41.	<p>NMCP- As malaria case are increasing, any fever cases unless otherwise diagnosed, blood slide should be examined and presumptive treatment with chloroquin be started.</p> <p>The salient feature of the programme are :- all fever cases should be early diagnosed and promptly treated, prevention of mosquito breeding by not allowing water to remain stagnant in small or large quantity for more than a week, Malaria is transmitted by female anopheles mosquito, which breeds in clear water, protection from mosquito bites by use of mosquito net or use of repellent cream.</p> <p>Diagnosis and treatment are free of cost in Govt. Health facilities.</p>	Smt. N. Das
42.	<p>NFCP- The line of preventive measures are similar as in case of NMCP. Filaria is transmitted by culex mosquitoes which breed in dirty water; prevent mosquito breeding and protect from mosquito bites; early case detection and prompt treatment.</p>	Smt. N. Das
43.	<p>HIV infection - First case was found in USA in 1982, and in India in 1986. It is rapidly increasing</p> <p>Salient feature of this programme are as follows :- awareness generation in public about its transmission and prevention, promotion of use of condom among the high risk groups, control measures imposed on Blood Bank, involvement of NGOs in awareness generation and condom distribution programme among the commercial sex workers, research for development of vaccine and curative medicine. Adequate nutrition, hygienic practices and early treatment of diseases can prolong life of the HIV infected persons.</p>	A. Roy

Session	SUBJECTS FOR DISCUSSION	SPEAKERS / RESOURCE PERSONS
44.	<p>National IDD Control Programme- Iodine deficiency is prevalent in sub-Himalayan and sub -Vindhya region . It is also prevailing in sub acute form all over India. Natural sources of iodine are food & water; rich source is sea food, both animal and vegetable. Some food items such as, cabbage, mustard or rye leaves etc. are known as goitreogenic food.</p> <p>Iodine takes part in (1) synthesis of thyroid hormone and (2) development of brain.</p> <p>Endemic goitre may present manifestations like lethargy, obesity, pain in joints and muscles, hoarseness of voice etc. In female, there may be birth of handicapped baby, known as cretin baby.</p> <p>GOI has made it mandatory for production and sell of Iodised edible salt. People to be educated to buy fresh stock of Iodised Salt and store in closed container, as Iodine is volatile.</p>	Smt. S. Pal
45.	<p>Pulse Polio Immunisation Programme :</p> <p>Poliomyelitis elimination is a National Health Programme of India. Under this programme, besides, routine immunisation programme additional doses of OPV are administered to all under 5 years children. This programme is held in few rounds every year. Each round is held on one fixed date all over the country. Each round continues for 4 to 5 days; on 1st day OPV is given in Vaccination booth, this is followed by subsequent 3 to 4 days home visits by health workers to detect missed children, if any. If such child is found, then on-the-spot immunisation is done.</p> <p>For this adequate publicity is done in advance. This is a multisectorial approach by involvement of General Administration of the Govt., Municipalities, Panchayati Raj, NGOs, Voluntary organisations and if necessary religious establishments for making it successful.</p> <p>Our target is elimination of Polio from India by 2005.</p> <p>What is VVM ?</p>	Smt. H. Das
46.	Revision on National Health Programmes.	Smt. H. Das

Session	SUBJECTS FOR DISCUSSION	SPEAKERS / RESOURCE PERSONS
47 - 49.	<p>Minor Ailments : (Fever, Pain, Pain in abdomen, ARI, Diarrhoea, Intestinal Worms Infestation, Acute conjunctivitis, Scabies)</p> <p>General rules for all diseases -</p> <p>HHW should not treat for more than 72 hours, if there is no improvement or there is deterioration in anyway, then immediately transfer to hospital / a qualified physician. All patients must be given full bed-rest, nutritious easily digestible food e.g. breast milk for babies, or rice with easily digestible fish or vegetables. Give plenty of fluid (drinks) to every patients. Be careful about personal hygiene and environmental sanitation of the patients. Be careful about disposal of excreta of the patients. Arrange head-wash and sponging of the whole body of the patient; change his clothings and bed-sheet every day. Keep the windows open to allow ventilation and sunlight in the room. In infectious cases, keep the patient separate from others. If necessary, keep the patient covered with cotton / woolen sheets. Keep the patient happy, give him mental support to generate will-force for recovery. It is advisable to keep daily record of signs and symptoms of the cases.</p>	Dro. P. Mallick
50.	HHW Kit - contents and its uses	A. Roy
51 & 52.	<p>First Aid and HHW role</p> <p>Cut injury, Boil, Burn, Unconsciousness, Fracture & sprain, Bites, Electric Shock.</p>	Smt. S. Pal
53.	<p>Information, Education and Communication :-</p> <p>Principle : Awareness generation of the people is very important in any Health Programme.</p> <p>Material & Media are as follows -</p> <p>(a) Spoken Words - Easy local language, inter-personal communication, group discussion, etc.</p> <p>(b) Written Words - News papers, hand-bills, posters, festoons, magazines etc.</p> <p>(c) Electronic Media - slide show, cinema show, radio, TV, video cassetts.</p> <p>(d) Performing arts - drama, dance, songs, role-play.</p> <p>HHWs Role - During interpersonal communication the following must be remembered -</p> <p>(a) Language should be local & simple,</p> <p>(b) Contents should be brief but clear,</p> <p>(c) Talk should be relevant to the topic,</p> <p>(d) Participatory discussion instead of lecturing.</p>	A. Roy.

Session	SUBJECTS FOR DISCUSSION	SPEAKERS / RESOURCE PERSONS
54-57	Family Schedule What is Family Schedule, Importance, Filling up.	Dr. P. Mallik
58-60	Report and returns proforma (IMIS) - Importance, use of statistics in community health, CBR, MMR, IMR, CPR - collection and compilation of data.	Dr. P. Mallik
61-62	Baseline Survey - its importance, each question of the format be discussed thoroughly and practised amongst the trainees.	Dr. P. Mallik
63.	Allotment of ward-wise BPL population to HHWS.	A. Roy
64.	Weighting of under 5 children and plotting in growth monitoring chart - Practical session.	A. Roy
65.	IEC - communication channel be demonstrated. Interpersonal communication and group discussion be practised on health issues.	A. Roy
66.	Diarrhoeal cases (Under 5 yrs. children), ORS / HAF demonstration.	Dr. A. Dey
67.	Practical session on First Aid.	Smt. S. Pal
68.	Practical session on dosage schedule.	Smt. S. Pal
69.	MCI & I/W Clinic and Post partum Unit.	Smt. N. Das
70.	Immunisation Clinic, vaccines and cold chain system.	Smt. N. Das
71.	ARI cases (Under 5 yrs. children).	Dr. A. Dey
72.	Leprosy / Filaria clinic.	Smt. S. Pal
73.	STD and Malaria clinic, drawing of blood slide.	Smt. N. Das
74 - 80.	Visit to field and Family Schedule filling up.	Dr. P. Mallik
81 - 86.	Practice on preparation of HMIS based on filled in Family Schedule and consolidation of baseline survey data.	Dr. A. Dey, Smt. N. Das, Smt. S. Pal
87 - 88.	Summarization / recapitulation on previous classes.	A. Roy
89.	Post training evaluation.	A. Roy & Ods.
90.	Valdictory session.	A. Roy & Ods.

24

FILE
9-1-08

: (03563) 250046

Office of the Board of Councillors

DHUPGURI MUNICIPALITY

P.O. - DHUPGURI ■ DIST. - JALPAIGURI

ESTD. 2002

Memo No. DPG. M.

Date.....

To

Sri

.....

.....

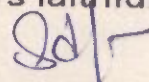
Sub:-Interview for selection of Contractual Staff in connection with Community Based Primary Health Care Services Dhupguri Municipality.

Sir,

Being a member of the selection committee for selection of Contractual Staff particularly the Medical Officer, (Contractual for a period of six month) in connection with Community Based Primary Health Care Services Dhupguri Municipality, you are cordially invited to attend the interview board scheduled to be held on 14/01/2008 from 12 Noon. onwards.

This may please be treated as urgent.

Yours faithfully



Chairman
& the President MHFWC
Dhupguri Municipality

R.S.V.P.

Chairman (DPG.M)
Tel. (03563)250046
Mob. 9434192392

Memo No. 06(8)1(1) DPG.M/08

Date..... 04-01-2008

✓ Copy forwarded to : Dr. Shibani Goswami, Project Officer, Health wing, State Urban Development Agency for information.


Chairman

& the President MHFWC
Dhupguri Municipality

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. **SUDA-Health/63 ULBs/07/603**

Date **19.12.2007**

From : Director, SUDA

**To : The Chief Executive Officer
Siliguri Municipal Corporation**

**Sub. : Interview for selection of manpower of Management & Supervision Cell
in Dhupguri Municipality under Community Based Primary Health Care
Services Programme.**

Sir,

You may be aware that Community Based Primary Health Care Services has been launched in 63 Non-KMA ULBs. Selection of manpower of Management & Supervision Cell on contractual basis is one of the activities of the said programme. Interview of the candidates for the post of Medical Officer, Sanitary Inspector, Computer Assistant, Accounts Assistant, Multipurpose Helper cum Storekeeper and Health Assistant will be held on 28.12.2007 at 11.00 A.M. in the chamber of the Chairman, Dhupguri Municipality.

You are requested kindly to depute Dr. S.K. Das, Health Officer, Siliguri Municipal Corporation to attend the above mentioned selection process in Dhupguri as representative of State Urban Development Agency, Dept. of Municipal Affairs.

You are also requested to provide mobility support to Dr. Das on 28.12.2007 and the expenditure thereof may be met out of IPP-VIII (Extn.) fund under the A/C head "O & M - TA".

This has a reference to the discussion with you over telephone on date.

Thanking you.

Yours faithfully,

Director, SUDA

Dt. .. 19.12.2007

SUDA-Health/63 ULBs/07/603/1(1)

CC

Dr. S.K. Das, Health Officer, Siliguri Municipal Corporation

SUDA-Health/63 ULBs/07/603/2(1)

CC

**Chairman, Dhupguri Municipality – for information with reference
to his memo no. 425/DPG.M/07 dt. 24.12.2007.**

Director, SUDA

Dt. .. 19.12.2007

Director, SUDA

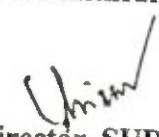
STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA-Health/63 ULBs/07/595**Date **13.12.2007**.....**From : Director, SUDA****To : The Chairman
Dhupguri Municipality****Sub. : Notice for engagement of personnel at M & S Cell in connection with
Community Based Primary Health Care Services.****Ref. : Your communication bearing no. 382(40) D.P.GN./07 dt. 21.11.2007.****Sir,**

It is seen from employment notice issued by you that the contractual pay for Medical Officer is mentioned as Rs. 6,000/- per month. As per order of Dept. of Municipal Affairs bearing no. 111-MA/C-10/3S-55/2005 dt. 02.02.2007, your ULB is not entitled to have Medical Officer (MO) at a consolidated pay.

As per order of Dept. of Municipal Affairs bearing no. 1181-MA/C-10/3S-55/2005 dt. 28.09.2007 and 1260-MA/C-10/3S-55/2005 dt. 01.11.2007. The MO is to be paid @ Rs. 300/- per day for attending the Health services clinics subject to a maximum of Rs. 6,000/- per month for a period of six months.

You are requested to modify the said employment notice in respect of Medical Officer accordingly.

Thanking you.

Yours faithfully,
Director, SUDA

To check

Office Of The Board Of Councillors

(03563) 250046

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI

ESTD-2002


Memo No. 1382(40) D.P.G.M/07

Date 21-11-2007



To
The Directors of SUDA,
Health Wing, Algas Bhawan,
H-C Block, Sector-III
Saltlake city, Kolkata-91.

An employment notice for recruitment of some contractual staff in this Municipality is sent herewith for favour of information and wide publicity.


Charmin
Dhupguri Municipality

Employment Notice

Applications with all bio-data are invited from the eligible candidates for engagement on contract basis for the following category of staff in connection with running the Community Based Primary Health Care Services in Dhupguri Municipality.

Sl. No	Category of Staff	Educational Qualification	Experience	No. to be recruited	Contractual Pay	Age
1	Medical Officer	M.B.B.S degree from a recognized University	Knowledge in Community Health/ Maternity and Child Health Programme	1	Rs.6000/- p.m.	Age in all cases will be as applicable for Municipal employees
2	Sanitary Inspector	H.S & Certificate Course in the Subject specific	2 years in the related field	1	Rs.5500/- p.m.	-do-
3	Computer Assistant	Graduate from a recognized University and course in Computer Technology	Knowledge in M.S.Office, Tally 7.2 etc.	1	Rs.5000/- p.m.	-do-

4	Accounts Assistant	Graduate from a recognized University	Adequate experience in handling accounts independently and knowledge in accountings of Govt./ Semi Govt. Offices	1	Rs.5000/- p.m.	-do-
5	Multi-purpose Helper-cum- S.K. Clerk	Graduate from a recognized University	Adequate Knowledge and experience in office work in Govt./Semi Govt. Offices	1	Rs.5000/- p.m.	-do-
6	Health Assistant	Madhyamik	Adequate Knowledge and experience in Community based health Programme for 2 years	1	Rs.5000/- p.m.	-do-

The contractual engagement will be made initially for 1 (One) year renewable for another year on satisfactory performance .

Last date for submission of application with full bio-data is up to 4 p.m. of 6th December 2007.


Chairman
Dhupguri Municipality

Office Of The Board Of Councillors

(03563) 250046

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI**

ESTD-2002

Memo No.....D.P.G.M.

Date.....

To

Sri



Sub: Interview for selection of Contractual Staff in connection with Community Based Primary Health Care Services Dhupguri Municipality.

Sir,

Being a member of the selection committee for selection of Contractual Staff in connection with Community Based Primary Health Care Services Dhupguri Municipality, you are cordially invited to attend the interview board scheduled to be held on 28/12/2007 from 11 A.M. onwards.

This may please be treated as urgent.

Yours faithfully

D.S.V.P.

Chairman (DPG M)
Tel. (03563)250046
Mob. 9434192392

Sd/-
Chairman
Of the President MHFWC
Dhupguri Municipality

Memo No. 425(3)/2/D.P.G.M/07

Date 18/12/07

Copy forwarded to : Dr. Shibani Goswami, Project Officer, Health wing, State Urban Development Agency for information with request to kindly attend the interview on 28/12/2007 positively.

Chairman
& the President MHFWC
Dhupguri Municipality

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA-Health/63 ULBs/07/572****08.12.2007.....****From : Director, SUDA****To : The Chairman
Dhupguri Municipality****Sub. : Honorary Health Workers (HHWs) training under Community
Based Primary Health Care Services.****Sir,**

As the trainers' training will be completed centrally by SUDA on 10.12.2007 in respect of your ULB, you are requested to start HHWs' (both regular & panel candidates) training as per prescribed schedule of basic training course for HHWs and outline of course curriculum (vide enclosures) by 4th week of December, 2007.

1 The following training materials are to be provided to each HHW including panel candidates :

- a. Suitable folder or bag - 1,
- b. Exercise book no. 12 - 1,
- c. Ball pen, pencil, eraser, sharpener, scale - 1 each,
- d. Nirdeshika for HHWs - to be Xeroxed from the training material booklet already provided to the trainers, if the printed material is not supplied in the mean time,
- e. Family Schedule - 1 (already supplied),
- f. Form A - 1 set,
- g. Baseline Survey Format - 1 set.

2 The rates of expenditure to carry out during the said training are detailed below :

- a. Training materials per HHW not exceeding Rs. 300/- (Rupees three hundred) only (total no. of HHWs + 5),
- b. Tea & tiffin @ Rs. 30/- (Rupees thirty) only for the participants per head per day (total no. of HHWs + 5),
- c. Mobility support @ Rs. 20/- (Rupees twenty) only per HHW trainees per day,
- d. Trainers fees @ Rs. 200/- per trainer for two hours session,
- e. Contingency not exceeding 10% of the total expenditure.

The expenditure is to be met out of the fund already provided to you and booked under the A/C head "Training - HHWs". Statement of Expenditure (SOE) is to be forwarded as per the prescribed proforma, already provided to you.

Contd. to P-2.

OK

- 2 -

- 3 You are requested to conduct a pre-training examination & evaluation on 1st day of training and post-training examination & evaluation on last day of training. Questionnaire for both the pre & post training evaluation are enclosed in a separate sealed envelopes which are to be Xeroxed and kept ready before conduction of such examination. The score sheet for each of HHWs training is to be forwarded to the undersigned within 7 days on completion of examination.
- 4 A set of 3 (three) Charts consisting of (a) Human Body (b) Female Reproductive System (c) Balance Diet is sent to you along with this letter for use during HHWs' training.

The schedule dates for each day long sessions are to be indicated along with training venue, course co-ordinator, trainers name in the prescribed training schedule and a copy of the same may kindly be forwarded to the undersigned. After completion of training of HHWs for 45 days, and on receipt of Score Sheet of the above mentioned post evaluation examination, further instruction towards engagement of regular HHWs will be issued by this office.

You are also requested to send the information with regard to date of commencement of the training for HHWs, so that monitoring officer of SUDA could visit your ULB.

Thanking you.

Yours faithfully,

✓
Director, SUDA

Dt. .. 06.12.2007

✓
Director, SUDA

Dt. .. 06.12.2007

SUDA-Health/63 ULBs/07/572/1(1)

Copy forwarded for information and necessary action to :
CMOH, Jalpaiguri District

SUDA-Health/63 ULBs/07/572/2(3)

Copy forwarded for information and necessary action to :

1. Director, Directorate of Local Bodies
2. P.O., Health, SUDA
3. F.O, SUDA

✓
Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. **SUDA-Health/63 ULBs/07/569**

Date**05.12.2007**

From : Director, SUDA

**To : The Chairman
Dhupguri Municipality**

**Sub. : Trainers training in connection with Community Based Primary Health
Care (CBPHC) Services.**

Ref. : Your communication bearing memo no. 394 D.P.G.M./07 dt. 04.12.2007.

Sir,

The trainers training programme for one day is scheduled at SUDA Conference Hall on 10.12.2007 at 11.00 a.m. Accommodation for the participants has been arranged at ILGUS Hostel in the same campus, as requested for.

You are requested to inform the nominated trainers to take part in the trainers training programme on the above mentioned date & time.

Thanking you.

Yours faithfully,



Director, SUDA

Office Of The Board Of Councillors

(03563) 2500

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST-JALPAIGURI

ESTD-2002

Memo No.....394...D.P.G.M/07

Date...04-12-07...

To

The Director of SUDA
Health Wing, Ilus Bhavan, H.C. Block, Sector-III
Bidhannagar, Salt Lake City, Kolkata 91

Sub:- Trainers Training in connection with HHWs under
Dhupguri Municipality.

Sir,

In reference to the above, I am sending the names of the following persons for one day's training programme at Kolkata scheduled to be held on 10-12-2007. The said trainers will arrive in Kolkata in morning of the said date (i.e. on 10-12-2007).

1. Dr. Abhibrata Dey
2. Dr. Prasun Mallick
3. Smt. Namita Das (Nurse)
4. Smt. Shila Paul (Nurse)
5. Sri Anjan Kumar Roy (Sanitary Inspector)

You are requested to make necessary arrangement for accommodation of the aforesaid trainers for their stay during the training period.

This is for your kind information and necessary action please.

Yours faithfully

Chairman
Dhupguri Municipality

Memo No.....DPG.M/

Date.....

Copy forwarded for information and necessary action to:-

- 1) The Block Medical Officer of Health, Dhupguri.
- 2) Dr. Abhibrata Dey, Vivekanadapara, Dhupguri
- 3) Dr. Prasun Mallick, Dhupguri Rural Hospital
- 4) Smt. Namita Das (Nurse) Dhupguri Rural Hospital
- 5) Smt. Shila Paul (Nurse) Dhupguri Rural Hospital
- 6) Sri Anjan Kumar Roy (Sanitary Inspector) Dhupguri Municipality

Office of the Board of Councillors
DHUPGURI MUNICIPALITY

Dhupguri ☐ Jalpaiguri

Phone/Fax-(03563)250046. E-mail ID dhupgunulb@yahoo.com

Memo No- 376/DRM/07; Dt- 19-11-2007

To

THE SANITARY INSPECTOR

Health Wing, Ilgus Bhavan, H.C. Block, Sector-III
Saltlake City, Kolkata-91

Sub: Trainers training in connection with ensuing training of
Honorary Health Workers of this Municipality under
Community Based Primary Health Care Services in 63-non
KMA ULBs.


Sir,

Kindly recall the telephonic discussion had with the Sanitary Inspector of this
Municipality on the above subject.

As suggested, the date for holding one days orientation training of Doctors and
Nurses may be fixed on 10.12.2007 so that the training of selected HHWs can be
started in this Municipality during the next month. Along with the Doctor and Nurses Sri
Anjan Roy, S.I. of this Municipality will also attend the programme since he has been
entrusted to Monitor the scheme.

Kindly confirm by return signal so that the participants can purchase their tickets
for their onward and return journeys.

Yours faithfully


Dhupguri Municipality

Office Of The Board Of Councillors

(03563) 25004

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI**

ESTD-2002

Memo No.....D.P.G.M.

Date.....

NOTICE

A meeting of Municipal level health and family welfare committee (MHFWC) will be held on 20th November '2007 at 11.30 A.M. in the conference hall of this Municipality.

You are therefore requested to make it convenient to attend the meeting on the date and time so fixed.

Yours faithfully

Chairman
Dhupguri Municipality
&
The President MHFWC
Dhupguri Municipality

Memo No.....372(8) / DPG.M/07

Date 13-11-2007

Copy forwarded for favour of information and necessary action to

1. The District Magistrate, Jalpaiguri with the request to send his representatives to attend the meeting.
2. The Director of SUDA with the request to send his representatives to attend the meeting.
3. Representative of Local NGOs - with the request to send his representatives to attend the meeting
4. The Asstt. Chief Medical Officer of Health, Sub-Divisional Hospital, Jalpaiguri.
5. The President of Community Development Society.
6. The Block Medical Officer of Health, Dhupguri.
7. The Councillors in-charge of health, Dhupguri Municipality
8. The Health Officer of Dhupguri Municipality

Chairman
Dhupguri Municipality
&
The President MHFWC
Dhupguri Municipality

Office Of The Board Of Councillors

(03563) 250046

DHUPGURI MUNICIPALITY

P.O. DHUPGURI, DIST. JALPAIGURI, PIN-735210

ESTD-2002

Memo No. 374 / D.P.G.M./07

Date. 14.11.07

To

The Director of SUDA
Health Wing
Ugus Bhavan, H.C. Block, Sector-III
Bidhanagar, Kolkata-91



Sub.- List of Honorary Health Workers Regular and panel candidate under
Dhupguri Municipality.

Sir,

With reference to the above the desired report is sent herewith for favour of your kind perusal.

SL. No.	Name of the HHWs Regular Candidate	Ward No.
1.	Angu Dutta (Bhowal), W/O Khokan Bhowal,	1
2.	Malina Roy, W/O Krishnapada Roy	2
3.	Shefali Basak, W/O Tulshi Basak	3
4.	Pranita Ghosh (Basak) C/O Gopal Basak	4
5.	Purima Roy W/O Malini M. Roy	5
6.	Pranati Raha (Sarkar) W/O Anil Raha	6
7.	Azarna Chatterjee, W/O Nimai Chatterjee	7
8.	Birudini Roy, W/O Lal Chand Roy	8
9.	Sakuntala Roy (Barman) W/O Dinabandhu Barman	9
10.	Kabita Sarkar (Ghosh), W/O Monoranjan Sarkar	10
11.	Ruma Bhattacharjee (Ghosh) W/O Swadesh Ghosh	11
12.	Mousumi Dey (Dey) W/O Rajnarayan Dey	12
13.	Biva Biswasarma (Roy) W/O Arun Roy	13
14.	Jayanti Roy (Das) W/O Dakul Roy	14
15.	Suma Ghosh (Sarkar) W/O Sujit Ghosh	15
16.	Anita Paul W/O C.L.	16

SL. No.	Name of the HHWs Panel Candidate	Ward No.
1.	Sakuntala Deb (Chowdhury) W/O Ashim Deb	10
2.	Mona Roy W/O Susanta Roy	13
3.	Rakhi Mridha W/O Sudipta Mridha	5
4.	Jharna Dhar W/O Krishna Dhar	16
5.	Manashi Mallick W/O Shyamal Mallick	6
6.	Sana Paul W/O Ganeshi Paul	15

Yours faithfully

Chairman

&
The President MHE W/O
Dhupguri Municipality

Memo No. DPG.M/

Date

For forwarded for information or information and necessary action to:-

1. The District Magistrate, Jalpaiguri
2. The Asstt. Chief Medical Officer of Health, Jalpaiguri
3. The Block Medical Officer of Health, Dhupguri.
4. The President of Community Development Society, Dhupguri Municipality
5. The Councillor in-charge of Health, Dhupguri Municipality.
6. The Secretary, Lions Club Dhupguri
7. Dr. S.K. Das, Health Officer, Siliguri Municipal Corporation, Siliguri (Representative of SUDA)
8. The Health Officer, Dhupguri Municipality

Chairman

&
The President MHE W/O

SUDA

24 01

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA-Health/63 ULBs/07/526

Date 05.11.2007

From : Director, SUDA

To : The Chairman
Dhupguri Municipality

Sub. : Trainers training under CBPHC Programme.

Ref. : Your communication bearing no. 750/DPG.M/06 dt. 15.12.2006
forwarding the list of Doctors & Nurses.

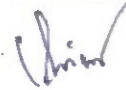
Sir,

It is learnt that selection of HHW's and panel candidates under CBPHC programme has already been done by your ULB. Trainers training for Doctors & Nurses will be held for one day at SUDA somewhere during 19-23 November, 2007.

You are requested to confirm the availability of the said doctors & nurses and the date of their participation at SUDA.

Thanking you.

Yours faithfully,



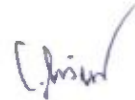
Director, SUDA

SUDA-Health/63 ULBs/07/526/1(1)

Dt. .. 05.11.2007

C.C.

CMOH, Jalpaiguri District.



Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No.

SUDA-Health/63 ULBs/07/512

Date

Dt. .. 11.10.2007

From : Dr. Shibani Goswami
Project Officer
Health, SUDA

To : The Mayor
Siliguri Municipal Corporation

**Sub. : Selection of HHWs in Dhupguri Municipality under Community Based
Primary Health Care Services in 63 Non-KMA ULBs.**

Sir,

You may be aware that Community Based Primary Health Care Services has been launched in 63 Non-KMA ULBs. Selection of HHWs is one of the preliminary activities of the said programme. Interview of the candidates for selection of Honorary Health Workers (HHWs) of Dhupguri Municipality is scheduled on 15th October, 2007 at 11.00 A.M. in the chamber of the Chairman, Dhupguri Municipality.

You are requested kindly to depute Dr. S.K. Das, Health Officer, Siliguri Municipal Corporation to attend the above mentioned selection process in Dhupguri as representative of State Urban Development Agency, Dept. of Municipal Affairs. A suggested proforma for interview of the candidates is enclosed.

You are also requested to provide mobility support to Dr. Das on 15.10.2007 and the expenditure thereof may be met out of IPP-VIII (Extn.) fund under the A C head "O & M - TA".

Thanking you.

Yours faithfully,

Enclo. : As stated.

SUDA-Health/63 ULBs/07/512/1(1)

CC

Dr. S.K. Das, Health Officer, Siliguri Municipal Corporation

Project Officer

Dt. .. 11.10.2007

SUDA-Health/63 ULBs/07/512/2(1)

CC

**Chairman, Dhupguri Municipality – for information with reference
to his memo no. 325(8)/1(1)/DPG.M/07 dt. 03.10.2007.**

Project Officer

Dt. .. 11.10.2007

Project Officer

Final Selection of Honorary Health Workers

[illegible]

Office Of The Board Of Councilors

IC3563.250

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

Memo No.D.P.G.M.

Date.....

To

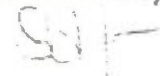
Sri
.....
.....Sub:-Interview for selection of Honorary Health
Workers of Dhupguri Municipality.

Sir,

Being a member of the selection committee for selection of Honorary Health Workers under the scheme of Community Based Primary Health Care Services of Dhupguri Municipality, you are cordially invited to attend the interview board scheduled to be held on 15/10/2007 from 11 A.M. onwards.

This may please be treated as urgent.

Yours faithfully



Chairman

& the President MHFWC
Dhupguri MunicipalityR.S.V.P.Chairman (DPG.M)
Tel. (03563)260046
Mob. 9434192392Memo No 325(5)/1(1)/DPG.M/07Date 03-10-2007

Copy forwarded to : Dr. Shibani Goswami, Project Officer, Health wing,
State Urban Development Agency for information with request to kindly
attend the interview on 15/10/2007 positively.

Chairman

& the President MHFWC
Dhupguri Municipality

SUDA

24 o/c
STATE URBAN DEVELOPMENT AGENCY

**HEALTH WING
"ILGUS BHAVAN"**

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

Ref No. **SUDA-Health/63 ULBs/07/332**

Date **14:08:2007**

From : Director, SUDA

**To : The Chairman
✓ Dhupguri / Mal Municipality**

**Sub. : Ensuring involvement of CMOH and District Health Office in
implementation of Community Based Primary Health Care Services.**

Sir,

Enclosed, kindly find herewith a copy of communication bearing no. HFW/CFW/331/HS-1003/07 dt. 31st July, 2007 of the Project Director, HSDI, Commissioner, FW & Special Secretary, Dept. of Health & Family Welfare, addressed to the Chief Medical Officer of Health of all the districts.

This is for your kind information and necessary action.

Thanking you.

Enclo. : As stated.

Yours faithfully,


Director, SUDA

DHUPGURI MUNICIPALITY**P.O. DHUPGURI, DIST-JALPAIGURI****ESTD-2002**

Memo No.....D.P.G.M.

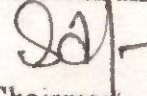
Date.....

NOTICE

A meeting of Municipal level health and family welfare committee (MHFWC) will be held on 20th July 2007 at 11 A.M. in the conference hall of this Municipality.

You are therefore requested to make it convenient to attend the meeting on the date and time so fixed.

Yours faithfully



Chairman

Dhupguri Municipality

&

The President MHFWC

Dhupguri Municipality

Memo No.....221(8)/DPG.M/07

Date...11-7-2007

Copy forwarded for favour of information and necessary action to:

1. The District Magistrate, Jalpaiguri with the request to send his representatives to attend the meeting.
- ✓ 2. The Director of SUDA with the request to send his representatives to attend the meeting.
3. Representative of Local NGOs - ----- with the request to send his representatives to attend the meeting.
4. The Asstt. Chief Medical Officer of Health, Sub-Divisional Hospital, Jalpaiguri.
5. The President of Community Development Society.
6. The Block Medical Officer of Health, Dhupguri.
7. The Councillors in-charge of health, Dhupguri Municipality
8. The Health Officer of Dhupguri Municipality



Chairman

Dhupguri Municipality

&

The President MHFWC

Dhupguri Municipality

PO(H)
147

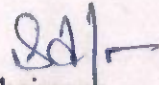
NOTICE

10.11.2007



In pursuance of the decision adopted in the meeting of Municipal Level Health & Family Welfare Committee (MHFWC) Dhupguri on 12-12-2006, ratified in the meeting of Board of Councillors Dhupguri Municipality on 22-06-2007, the following places have been selected to function as Sub-Centre for delivery of Health and Welfare Services to the citizens of the concern areas until further orders under the scheme of Community Based Primary Health Care Services in the Municipalities.

1. Dhupguri Rural Hospital Sub Centre - (For Ward Nos. 1,6,7 & 8)
2. Mahila Samity & Pathagar - (For Ward Nos. 4,5,2 & 12)
3. Lions Club Dhupguri - (For Ward Nos. 3,14,15 & 16)
4. Dakshinayan Club -(For Ward Nos. 9,10,11 & 13)


Chairman
Dhupguri Municipality
&
President of the MHFWC

**Office of the Board of Councillors
Dhupguri Municipality**

Memo No. 199(25)/DPG.M/07

Date. 29-6-07

Copy forwarded for information and necessary action to :

1. The District Magistrate, Jalpaiguri
- ✓ 2. The Project Officer of Health, SUDA, Kolkata.
3. The ACMOH, Sadar, Jalpaiguri
4. The President C.D.S, Dhupguri
5. The B.M.O.H. Dhupguri
6. The Councillor-in-charge of Health, Dhupguri Municipality.
- 7-21 Sri/Smt..... Councillor, Ward No.....
22. The Secretary Lions Club, Dhupguri.
23. The Secretary Dakshinayan Club, Dhupguri.
24. The Secretary Mahila Samity & Pathagar, Dhupguri.
25. Office Notice Board.


Chairman
Dhupguri Municipality
&
President of the MHFWC

বিজ্ঞপ্তি



10.11.2007

ধূপগুড়ি পৌর এলাকায় সমষ্টিভিত্তিক প্রাথমিক স্বাস্থ্য পরিষেবা প্রদানের উদ্দেশ্যে তৃণমূল স্তরের স্বেচ্ছাসেবী স্বাস্থ্যকর্মী নিয়োগের নিমিত্ত এই বিজ্ঞপ্তি প্রকাশ করা হইতেছে।

নিম্নলিখিত শর্তসাপেক্ষে ধূপগুড়ি পৌর এলাকাধীন ১৬ টি ওয়ার্ডে স্থায়ীভাবে বসবাসকারী কোন স্বীকৃত শিক্ষায়তনের অষ্টম শ্রেণী পাশ ২৫ হইতে ৩৫ বছর বয়সী মহিলাদের নিকট হইতে দরখাস্ত আহ্বান করা হইতেছে।

শর্তাবলী

- ১। আবেদনকারী মহিলাকে অবশ্যই ধূপগুড়ি পৌর এলাকার স্থায়ী বাসিন্দা হইতে হইবে।
- ২। আবেদনকারী মহিলার বয়স ২৫-এর কম এবং ৩৫ বছরের বেশি হইবে না।
- ৩। আবেদনকারী মহিলাকে পশ্চিমবঙ্গ সরকার কৃত স্বীকৃত শিক্ষায়তন হইতে অষ্টম শ্রেণী উত্তীর্ণ হইতে হইবে।
- ৪। এই পদে আবেদনের ক্ষেত্রে বিবাহিতা এবং সমাজসেবা মূলক কাজে অভিজ্ঞতা বাঞ্ছনীয়।
- ৫। এই পদটি সম্পূর্ণ অস্থায়ী এবং স্বেচ্ছাসেবামূলক। ভবিষ্যতে স্থায়ী কর্মচারী হিসাবে গন্য হইবার কোন আবেদন বা দাবী গ্রাহ্য হইবে না।
- ৬। প্রতি ওয়ার্ড হইতে ন্যূনতম ১ (এক) জন অনুরূপ স্বেচ্ছাসেবী স্বাস্থ্যকর্মী হিসাবে নিয়োজিত হইতে পারে।
- ৭। এই পদের ক্ষেত্রে কার্য্য নির্বাহের জন্য প্রত্যেক তৃণমূল স্তরের স্বেচ্ছাসেবী স্বাস্থ্যকর্মীকে মাসিক ১০০০ (এক হাজার) টাকা সাম্মানিক ভাতা প্রদান করা হইবে।

উপরিউক্ত শর্তসাপেক্ষে নির্ধারিত বয়ানে আবেদন কারীর স্ব-হস্ত লিখিত আবেদন পত্র আগামী ৩১-৭-২০০৭ তারিখ পর্যন্ত ধূপগুড়ি পৌরসভা কার্যালয়ে রক্ষিত বিশেষ বাবুে জমা দিতে হইবে। আবেদন পত্রের সহিত প্রার্থীর নিম্নলিখিত প্রশংসা পত্র অবশ্যই জুড়িয়া দিতে হইবে। অন্যথায় আবেদন পত্র সরাসরি বাতিল বলিয়া গন্য হইবে।

- ১) বাসস্থান সম্পর্কিত প্রশংসাপত্র।
- ২) শিক্ষাগত যোগ্যতা সম্পর্কিত প্রমানপত্র।
- ৩) বয়স সম্পর্কিত প্রমানপত্র।
- ৪) সমাজসেবা মূলক কাজে অভিজ্ঞতা সম্পর্কিত প্রশংসাপত্র।

মহোদয় শ্রী

পৌরপতি

ধূপগুড়ি পৌরসভা

এবং

সভাপতি, সমষ্টি ভিত্তিক প্রাথমিক স্বাস্থ্য পরিবার কল্যাণ কমিটি।

ধূপগুড়ি পৌরসভা

তারিখ ০২.৭.২০০৭

স্মারক নং ২০৭(৩৬)/০৮

অবগতি ও প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য অনুলিপি প্রেরিত হইল -

১ - ১৬ ----- কাউন্সিলর। ওয়ার্ড নং-----

১৭। বি.এম. ও এইচ, ধূপগুড়ি।

১৮। পোস্ট মাস্টার, ধূপগুড়ি পোস্ট অফিস।

১৯। বি. এল.এল. আর. ও. ধূপগুড়ি।

২০। বি.ডি.ও. ধূপগুড়ি।

২১। সাব-রেজিস্ট্রার ধূপগুড়ি।

২২। স্টেশন ম্যানেজার, ধূপগুড়ি গ্রুপ ইলেকট্রিসিটি সাল্লাই। (WBSED Co.Ltd)

২৩-২৬ ----- সাব-সেন্টার, ওয়ার্ড নং-----

২৭-৩৫ ----- মেম্বর (MHFWC) ধূপগুড়ি পৌরসভা

৩৬। অফিস নোটিশ বোর্ড। Agency. Kolkata.

মহোদয় শ্রী

পৌরপতি

ধূপগুড়ি পৌরসভা

এবং

সভাপতি, সমষ্টি ভিত্তিক প্রাথমিক স্বাস্থ্য পরিবার কল্যাণ কমিটি।

ধূপগুড়ি পৌরসভায় তৃণমূল স্তরের স্বেচ্ছাসেবি স্বাস্থ্যকর্মী
নিয়োগের নিমিত্ত নির্ধারিত আবেদন পত্রের নমুনা।

১। আবেদকারী মহিলার নাম :-

২। পিতা/স্বামীর নাম :-

৩। স্থায়ী ঠিকানা :-

(পাড়া/ওয়ার্ড নং ইত্যাদি)

(স্থায়ী বাসিন্দার প্রমান পত্র দিতে হইবে।)

৪। জন্মতারিখ

বয়স (১/৭/২০০৭)

(বয়সের প্রমানপত্র দিতে হইবে।)

৫। শিক্ষাগত যোগ্যতা :-

(প্রমানপত্র দিতে হইবে)

৬। সমাজসেবা মূলক কাজের অভিজ্ঞতা:-

(প্রমান পত্র দিতে হইবে)

আমি শ্রীমতি -----পিতা/স্বামী -----,
-----ওয়ার্ড নং ----- ধূপগুড়ি পৌরসভা এই মর্মে অঙ্গীকার করিতেছি
যে, উপরিক্ত বিবরণ আমার জ্ঞান ও বিশ্বাস মতে সম্পূর্ণ সত্য। ইহার কোন অংশ
ভবিষ্যতে ভুল প্রমানিত হইলে আমার নিয়োগ সরাসরি বাতিল বলিয়া গন্য হইবে।

তারিখ

আবেদনকারির স্বাক্ষর

FAX-03563-2559046

(03563) 250046

Office of the Board of Councillors
DHUPGURI MUNICIPALITY

P.O. DHUPGURI • DIST. JALPAIGURI
ESTD.—2002

Memo No.....112/DPG. M.

Date..21-03-2007

To

The Director
State Urban Development Agency
Health Wing, Ilgus Bhavan, H-C. Block, Sector-III
Bidhan Nagar, Kolkata-91

Sir,

A copy of the proceeding of the meeting Municipal Level Health and Family Welfare committee (MHFWC), Dhupguri held on 12-12-2006 is sent herewith for your kind information and necessary action.

Encls : As stated.

Yours faithfully

J Chairman
Dhupguri Municipality

Municipal Level Health & Family Welfare Committee. (MHFWC)

Date: 12-12-06.

SLNO	NAME	DESIGNATION	SIGNATURE	CONTACT NO
01	Satgurun G. G.	Chairman P.A.C.	[Signature]	94341-92
02	Rajendra Kumar Kalyan	President - Gram Panchayat	[Signature]	94332-895
03	Indrani Sarna	Block Director	[Signature]	94341-88235
04	Sandeep Kumar	Sgt. Local Club	[Signature]	94340-18844
05	Houshalya Babit	Councilor in Charge	[Signature]	94344-9151

Smt. Satgurun G. G. Chairman, Dhupguri Municipality took the Chair and initiated the discussion on the subject of community health services in this municipality with reference to implementation thereof. The order issued by P.A.C. on 12/12/06 in the matter under memo no. 80DA-Health/183 WLB 106/23(2); Dt-10-8-2006 concerning MHFWC, was read and discussed and the following decision was taken:-

- 1) The committee after having taken the decision empower the Chairman to select the proposed 4 (Four) sub-centres as early as possible.
- 2) The committee requested the EMOK, Dhupguri (who has attended the meeting on behalf of ACMOK) to select two qualified doctors and two qualified nurses for undergoing one day's training in Kolkata in pursuance of SIDA's letter no. 80DA-Health/63-WLB/06/183(30); Dt-15-11-2006. EMOK Dhupguri assured the committee to select and send the names to the Chairman by 15th December 2006.

3) Meannetok, after selection of four Goro Sattangup
of 4 (Four) sub-committees, 240 people selection
of (16+6) = 22 H.V.X's should be taken up
immediately.

4) The Chairman apprised the members of
the committee that, a Bank has been
opened in the local town of Mubutya
Groceries Bank (GROCEBANK) in Mubutya town.

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA-Health/63 ULBs/06/221(15)**Date**29.12.2006****From : Dr. Shibani Goswami
Project Officer
Health, SUDA****To : The Chairman
Nalhati / Jamuria / Katwa / Memari / Raniganj / Mekhliganj /
Kalimpong / Dhupguri / Kandi / Ashokenagar Kalyangarh /
Jhalda / Dalkhola / Islampur / Kaliaganj / Gushkara Municipality****Sub. : Final selection of Honorary Health Workers (HHWs) including panel
candidates under Community Based Primary Health Care Services.**

Sir,

Reference is invited to the communication of Director, SUDA bearing no. SUDA-Health/63 ULBs/06/176 dt. 03.11.2006 on the above subject.

As per this office earlier communication, the final selection of Honorary Health Workers including panel candidates is supposed to be completed in your municipality. But no information has yet been received from your end regarding the date of final selection of Honorary Health Workers, where representative of SUDA will be present. It is high time to complete this said final selection, without which the trainers training could not be undertaken by SUDA centrally in spite of receipt of list of trainers.

Furthermore, you are requested to complete purchase of furniture & equipment for training as per list already provided to you, without which it will be difficult to start training programme at your Municipality.

The target date for initiating training for HHWs is Mid-January, 2007. Hence, you are requested to expedite the actions with regard to final selection and completion of said procurement for training. A feed back in this regard is to be forwarded to the Director, SUDA.

Top most priority be accorded in the matter.

Thanking you.

Yours faithfully,


Project Officer

Contd. to P-2.

Office of the Board of Councilors

DHUPGURI MUNICIPALITY

P.O. - DHUPGURI • DIST. - JALPAIGURI

ESTD-2002

Memo No. 750 / DPG. M. / 06 Date 15-12-06

To
The Director
State Urban Development Agency.



Sub:- Trainers training in connection with ensuing training of Honorary health workers (HHWs) of this municipality under community based primary health care services in 63-Non-KMA ULBS.

Ref:- SUDA-Health/63ULBS/06/183(60) ; Dt. 15-11-06

Sir,

With reference to the above noted subject and memo no I am sending you the list of two Doctors and two Nurses, Who will act as a trainer of the HHWs, under community based primary Health care services of this municipality.

This is for your kind information. with thanks.

The particulars are given below-

SL No.	Name of the Doctors/Nurses	Address
1.	Dr. Abhibrata Dey	Cinemahall Para Dhupguri, Jal
2.	Dr. Prasun Mallick	Dhupguri Rh.
3.	Namita Das	--DO-----
4.	Shila pal	--DO-----

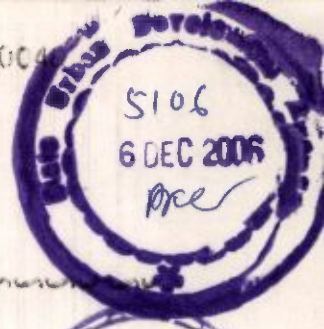
Yours faithfully

(Satya Ranjan Ghosh)
Chairman
Dhupguri Municipality

(03563) 25004

Office of the Board of Councillors
DHUPGURI MUNICIPALITY

P.O. DHUPGURI • DIST. JALPAIGURI
ESTD.—2002



Memo No. DPG. M.

Date.....

NOTICE

07 DEC 2006



PO(H)
4/11

A meeting for formation of Municipal level Health and Family Welfare Committee Will be held on 11 December 2006 at 11 A.M. in the conference Hall of this Municipality as per reference no. SUDA- Health/63 ULBs./06/23(2) Dated 10-08-2006 (Copy Enclosed).

You are therefore requested to make it convenient to attend the meeting on the date and time so fixed.

Yours faithfully

[Signature]
Chairman
Dhupguri Municipality

Memo No. 739(7) / DPG.M/06

Date... 02-12-06

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

1. Representative of Local NGOs..... with the request to send his representatives to attend the meeting.
- ✓ 2. The Director of SUDA with the request to send his representatives to attend the meeting.
3. The Asstt. Chief Medical Officer of Health Sub-Divisional Hospital, Jalpaiguri.
4. The President of Community Development Society.
5. The Superintendent of referral Hospital.
6. The Councillor-in-charge of Health Dhupguri Municipality.
7. The Health Officer of Dhupguri Municipality.

[Signature]
Chairman
Dhupguri Municipality



STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA-Health/63 ULBs/06/ 23(2)

Date 10.08.2006

From : Director, SUDA

To : The Chairman
Mal / Dhupguri Municipality
Dist. : Jalpaiguri



**Sub. : Community based primary health care services in 63 Non-KMA ULBs -
Implementation of.**

Sir / Madam,

You may be aware that with the approval of Dept. of Health & Family Welfare, community based primary health care services in 63 Non-KMA ULBs has been launched in February, 2006. Dept. of Municipal Affairs has been vested with the responsibility of implementation of the said programme through SUDA. In this connection, a sensitization session with the chairperson of the ULBs concerned had been organized at SUDA on 16.06.2006 to discuss the programme and preliminary actions to be undertaken by the ULBs. Following to the said discussion session, a few information had been received from some of the ULBs. But the required information are still pending from a good no. of ULBs.

Pursuant to it you are requested to submit the following information to the undersigned by 24th August, 2006 :

- List of ward-wise BPL population.
- Municipal map showing ward boundary along with no. of BPL population.
- Constitution of Municipal Level Health & Family Welfare Committee (MHFWC) with the following members :

(1) Chairman of the Municipality	: President
(2) Councillor-in-Charge of Health	: Member
(3) Representative of District Magistrate	: Member
(4) Representatives of local NGOs	: Member
(5) ACMOH of Sub-Divisional Hospital	: Member
(6) Health Officer of Municipality	: Member - Secretary
(7) President, Community Development Society	: Specially Co-opted
(8) Representative of SUDA	: Specially Co-opted
(9) Superintendent of referral hospital	: Invitee

A copy of the resolution constituting the said Committee is to be forwarded.

Contd. to P-2.

Handwritten notes:
To
Amjuri
S.F.
Bor
W.F.
D-7/10/06

- d) Opening of a separate Bank A/C in the name of "HHW Scheme, Municipality" where the joint signatory will be Chairman / Vice-Chairman and Finance Officer / Executive Officer.

After opening the Bank A/C, A/C No. & Name of the Bank is to be forwarded.

From this office record, status on information already submitted by the ULBs is tabulated hereunder :

ULBs	List of ward-wise BPL population	Municipal map showing ward boundary along with no. of BPL population	Constitution of MHFWC	Opening of a separate Bank A/C	Remarks
	(a)	(b)	(c)	(d)	
Mal	Yes	Yes	No	No	To submit (c) & (d)
Dhupguri	Yes	Yes	No	No	To submit (c) & (d)

On receipt of the required information of your ULB as detailed in the Remarks Column of the above Table, the next stage for implementation of the programme will be taken up consequently.

Thanking you.

Yours faithfully,

✓ *Chieu*
Director, SUDA

10.08.2006

SUDA-Health/63 ULBs/06/

Copy forwarded for kind information to :

District Magistrate, Jalpaiguri

Director, SUDA

10.08.2006

SUDA-Health/63 ULBs/06/

Copy forwarded for kind information to :

Dy. DLB, Jalpaiguri

Director, SUDA

10.08.2006

SUDA-Health/63 ULBs/06/

Copy forwarded for kind information to :

CMOH, Jalpaiguri

Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No **SUDA-Health/63 ULBs/06/186**

Date**17.11.2006**

From : Director, SUDA

**To : The Chairman
Dhupguri Municipality**

**Sub. : Release of 1st installment of fund worth Rs. 2,27,000.00 towards
expenditure in connection with Community Based Primary Health
Care Service in 63 Non-KMA ULBs.**

Sir,

An A/C payee demand draft bearing no. 321281 dt. 15.11.2006, on SBI, Salt Lake for an amount of Rs. 2,27,000/- (Rupees Two lakhs twenty seven thousand) only is released to meet up concomitant expenditure in connection with Community Based Primary Health Care service in 63 Non-KMA ULBs.

You are requested kindly to send your authorized representative along with money receipt to collect the said draft from the A/C section of SUDA.

Financial guideline is enclosed herewith. You are also requested kindly to submit monthly Statement of Expenditure (SOE) and quarterly Utilisation Certificate (UC) as laid down in the said guideline.

Yours faithfully,

Director, SUDA

SUDA-Health/63 ULBs/06/186/1(1)

Dt. .. 17.11.2006

CC

Cashier, SUDA

Director, SUDA

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No: **SUDA-Health/63 ULBs/06/190(6)**Date**17.11.2006****From : Director, SUDA****To : The Chairman***Dhupguri*... Municipality

Sub. : Constitution of Procurement Committee for procurement of items to be undertaken by the ULB in connection with Community Based Primary Health Care Service in 63 Non-KMA ULBs.

Sir,

A Procurement Committee is constituted at Municipal Level comprising of the following members for procurement of items to be undertaken by the Municipality in connection with Community Based Primary Health Care Services in 63 Non-KMA ULBs.

Sl. No.	Members	Designation
1.	Chairman of the ULB	Chairman
2.	Chairman in Council Health	Member
3.	Health Officer	Member
4.	ACMOH	Member
5.	Executive Officer	Member – Convenor
6.	Finance Officer	Member

The list for the items i.e. (a) furniture and equipment for training purpose and (b) furniture & equipment for Management & Supervision (M & S) Cell, to be procured by the ULB for the present are enclosed indicating the specification, quantity for each of the items to be procured and the total cost limit. The other lists for procurement will be forwarded to you in due course.

Procurement is to be done by the Municipality through the said Procurement Committee maintaining the Government norms. Fund already placed with your Municipality under the HHW Scheme is to be utilized for such procurement. The expenditure is to be booked under the A/C head "Equipment and Furniture" as the case may be. Statement of Expenditure (SOE) and Utilisation Certificate (UC) be submitted accordingly as per Financial Guideline already forwarded to you.

Contd. to P-2.

D/C

- 2 -

Since, the training of Honorary Health Workers (HHWs) is to be initiated by you shortly and office of M & S Cell is to set up to implement the activities under the said scheme, procurement is to undertaken by you at the earliest to speed up the entire process of implementation.

Thanking you.

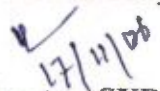
Enclo. : As stated.

SUDA-Health/63 ULBs/06/190(6)/1(1)


CC

Finance Officer, SUDA

Yours faithfully,


Director, SUDA

Dt. .. 17.11.2006


Director, SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA-Health/63-ULBs/06/176

Date03.11.2006

From : Director, SUDA

To : The Chairman
Dhupguri MunicipalitySub. : Grass root level manpower & health facilities under Community Based
Primary Health Care Service in 63 Non-KMA ULBs.

Sir,

Apropos project proposal with regard to community based primary health care service in 63 Non-KMA ULBs, approved by the Dept. of Health & Family Welfare, the grass root level manpower & health facilities admitted for your ULB is indicated in the table below :

No. of HHWs (Regular)	1 st Panel for replacement of HHWs to be upgraded to FTSS	2 nd Panel for filling of the vacancies, if required in future (10% of regular HHWs)	Total No. of HHWs to be selected and trained	No. of regular HHWs to be engaged after completion of training	No. of Sub-Centres	No. of FTSS
16	4	2	22	16	4	4

N.B. : HHW = Honorary Health Worker, FTS = First Tier Supervisor

- During selection of HHWs, no. of regular candidates & both the 1st & 2nd panel candidates are to be strictly adhered to. The list of both the panel candidates are to be prepared serially on merit basis. Guideline for selection of HHWs is enclosed.
- Total no. of regular HHWs and the panel candidates should undergo job orientation training.
- After completion of training, only the regular HHWs are to be engaged.
- No. of Sub-Centres as specified in the table are to be identified more or less centrally to the BPL population to be served under that particular Sub-Centre to facilitate easy access.
- FTSS for Sub-Centre are to be selected for amongst the HHWs working at least for six (6) months. Detail guideline will be issued in due course.
- Working hours of grass root level manpower will be from 12 Noon to 4 P.M.

Contd. to P-2.

- 2 -

- Honorarium for grass root level manpower are as under :

Grass root level manpower	HHW	FTS
Honorarium per person per month (Amount in Rs.)	1,000/-	1,170/-

You are requested kindly to take necessary action with regard to selection of HHWs and identification of accommodation for Sub-Centres.

Yours faithfully,

3/11/06
Director, SUDA

03.11.2006

SUDA-Health/63 ULBs/06/176/1(1)

Copy forwarded for kind information to :

District Magistrate, Jalpaiguri

3/11/06
Director, SUDA

Office of the Board of Councillors
DHUPGURI MUNICIPALITY

P.O. DHUPGURI ● DIST. JALPAIGURI

ESTD.—2002

Memo No. 657/ DPG. M.

To

The Director
State Urban Development Agency
Salt Lake City, Kolkata-91



Sub: - Community based Primary Health care services 63
non KMA ULB's implantation of.

Ref: - SUDA Health/63ULBs/06/23(2) Dated 10-08-06.

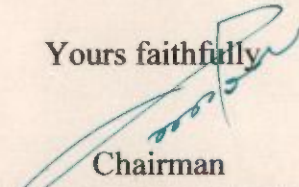
Sir,

With reference to the above noted subject and reference no. I am sending you a separate Bank A/c No. at Uttar Banga Kshetriya Gramin Bank, Dhupguri Branch Vide A/c No. 6017 dated 18-10-2006 in the name of "HHW scheme" Dhupguri Municipality where the Joint Signatory, Chairman/Vice Chairman/Executive Officer and One councilor.

This is for your kind information; with thanks.

A copy of the resolution Municipal level Health and Family Welfare Committee (MHFWC) will be forwarded shortly.

Yours faithfully


Chairman
Dhupguri Municipality

PO(H)
✓
27/10

Office of the Board of Councillors DHUPGURI MUNICIPALITY

P.O. DHUPGURI • DIST. JALPAIGURI
ESTD. - 2002



Memo No. 617/1(2) DPG. M.

Date 07/10/06

To

- 1) The District Magistrate
Jalpaiguri (Municipal Affairs Section)
- 2) The Director of SUDA
- 3) The Secretary, Lions Club Dhupguri



10 (H)
14/10

Sub: - Constitution of Municipal Level Health and Family Welfare
Committee - Dhupguri-Nomination of Representatives.

Sir,

In pursuance of letter No. SUDA- Health/ 63 ULBs/06/23 (2), Date 10-08-2006 received from the Director State Urban Development Agency (Copy enclosed), you are requested to please sent the name and address of a person who may act as your representative in the committee as stated in the subject matter.

In order to convent first meeting, the committee's names of the representatives are urgently required.

Early action is highly appreciated.

Yours faithfully

Chairman

& President Municipal Level
Health and Family Welfare Committee
Dhupguri

Talked with the chairman over telephone on date
- MHFWC no yet-constituted and Bank
A/c not yet opened. # asked
to do the needful for compliance.

Signature
17.10.06

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING
"ILGUS BHAVAN"

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

Ref No. SUDA-Health/63 ULBs/06/2312)

Date 10.08.2006.

From : Director, SUDA

To : The Chairman
Mal / Dhupguri Municipality
Dist. : Jalpaiguri



Sub. : Community based primary health care services in 63 Non-KMA ULBs - Implementation of.

Sir / Madam,

You may be aware that with the approval of Dept. of Health & Family Welfare, community based primary health care services in 63 Non-KMA ULBs has been launched in February, 2006. Dept. of Municipal Affairs has been vested with the responsibility of implementation of the said programme through SUDA. In this connection, a sensitization session with the chairperson of the ULBs concerned had been organized at SUDA on 16.06.2006 to discuss the programme and preliminary actions to be undertaken by the ULBs. Following to the said discussion session, a few information had been received from some of the ULBs. But the required information are still pending from a good no. of ULBs.

Pursuant to it you are requested to submit the following information to the undersigned by 24th August, 2006 :

- List of ward-wise BPL population.
- Municipal map showing ward boundary along with no. of BPL population.
- Constitution of Municipal Level Health & Family Welfare Committee (MHFWC) with the following members :

(1) Chairman of the Municipality	: President
(2) Councillor-in-Charge of Health	: Member
(3) Representative of District Magistrate	: Member
(4) Representatives of local NGOs	: Member
(5) ACMOH of Sub-Divisional Hospital	: Member
(6) Health Officer of Municipality	: Member - Secretary
(7) President, Community Development Society	: Specially Co-opted
(8) Representative of SUDA	: Specially Co-opted
(9) Superintendent of referral hospital	: Invitee

A copy of the resolution constituting the said Committee is to be forwarded.

Contd. to P-2.

To
Amjani
B.S.
bor
28/8/06

- d) Opening of a separate Bank A/C in the name of "HHW Scheme, Municipality" where the joint signatory will be Chairman / Vice-Chairman and Finance Officer / Executive Officer.

After opening the Bank A/C, A/C No. & Name of the Bank is to be forwarded.

From this office record, status on information already submitted by the ULBs is tabulated hereunder :

ULBs	List of ward-wise BPL population	Municipal map showing ward boundary along with no. of BPL population	Constitution of MHFWC	Opening of a separate Bank A/C	Remarks
	(a)	(b)	(c)	(d)	
Mal	Yes	Yes	No	No	To submit (c) & (d)
Dhupguri	Yes	Yes	No	No	To submit (c) & (d)

On receipt of the required information of your ULB as detailed in the Remarks Column of the above Table, the next stage for implementation of the programme will be taken up consequently.

Thanking you.

Yours faithfully,

Chian
Director, SUDA

10.08.2006

SUDA-Health/63 ULBs/06/

Copy forwarded for kind information to :

District Magistrate, Jalpaiguri

Director, SUDA

10.08.2006

SUDA-Health/63 ULBs/06/

Copy forwarded for kind information to :

Dy. DLB, Jalpaiguri

Director, SUDA

10.08.2006

SUDA-Health/63 ULBs/06/

Copy forwarded for kind information to :

CMOH, Jalpaiguri

Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

West Bengal

o/c

Ref No. SUDA-Health/63 ULBs/06/78

Date 19.09.2006

From : Director, SUDA

To : The Chairman
Dhupguri Municipality

Sub. : Community Based Primary Health Care Service in 63
Non-KMA ULBs - implementation of.

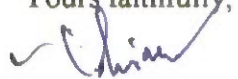
Sir,

With reference to this earlier communication bearing no. SUDA-Health/63 ULBs/06/23(2) dt. 10.08.2006, I am to inform you that the required information with regard to constitution of Municipal Level Health & Family Welfare Committee and opening of separate Bank A/C in the name of "HHW Scheme, Dhupguri Municipality" have not yet been received.

You are requested to expedite the process for forwarding the said information to the undersigned, so that necessary fund can be placed with your municipality to start the initial activities of the project at the earliest.

Thanking you

Yours faithfully,



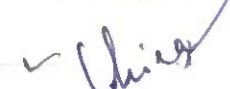
Director, SUDA

19.09.2006

SUDA-Health/63 ULBs/06/78/1(1)

Copy forwarded for kind information to :

District Magistrate, Jalpaiguri



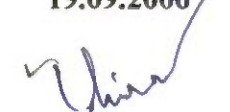
Director, SUDA

19.09.2006

SUDA-Health/63 ULBs/06/78/2(1)

Copy forwarded for kind information to :

Dy. DLB, Jalpaiguri



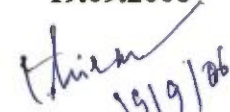
Director, SUDA

19.09.2006

SUDA-Health/63 ULBs/06/78/3(1)

Copy forwarded for kind information to :

CMOH, Jalpaiguri



Director, SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA-Health/63 ULBs/06/23(2)

Date 10.08.2006

From : Director, SUDA

To : The Chairman
Mal / Dhupguri Municipality
Dist. : JalpaiguriJALPAIGURI
0/2Sub. : Community based primary health care services in 63 Non-KMA ULBs -
Implementation of.

Sir / Madam,

You may be aware that with the approval of Dept. of Health & Family Welfare, community based primary health care services in 63 Non-KMA ULBs has been launched in February, 2006. Dept. of Municipal Affairs has been vested with the responsibility of implementation of the said programme through SUDA. In this connection, a sensitization session with the chairperson of the ULBs concerned had been organized at SUDA on 16.06.2006 to discuss the programme and preliminary actions to be undertaken by the ULBs. Following to the said discussion session, a few information had been received from some of the ULBs. But the required information are still pending from a good no. of ULBs.

Pursuant to it you are requested to submit the following information to the undersigned by 24th August, 2006 :

- a) List of ward-wise BPL population.
- b) Municipal map showing ward boundary along with no. of BPL population.
- c) Constitution of Municipal Level Health & Family Welfare Committee (MHFWC) with the following members :

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(3) Representative of District Magistrate	: Member
(4) Representatives of local NGOs	: Member
(5) ACMOH of Sub-Divisional Hospital	: Member
(6) Health Officer of Municipality	: Member - Secretary
(7) President, Community Development Society	: Specially Co-opted
(8) Representative of SUDA	: Specially Co-opted
(9) Superintendent of referral hospital	: Invitee

A copy of the resolution constituting the said Committee is to be forwarded.

Contd. to P-2.

- d) Opening of a separate Bank A/C in the name of "HHW Scheme, Municipality" where the joint signatory will be Chairman / Vice-Chairman and Finance Officer / Executive Officer.

After opening the Bank A/C, A/C No. & Name of the Bank is to be forwarded.

From this office record, status on information already submitted by the ULBs is tabulated hereunder :

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	(a)	(b)	(c)	(d)	
Mal	Yes	Yes	No	No	To submit (c) & (d)
Dhupguri	Yes	Yes	No	No	To submit (c) & (d)

On receipt of the required information of your ULB as detailed in the Remarks Column of the above Table, the next stage for implementation of the programme will be taken up consequently.

Thanking you.

Yours faithfully,

✓ *(Signature)*
Director, SUDA

10.08.2006

SUDA-Health/63 ULBs/06/ 23(2)/1(1)

Copy forwarded for kind information to :

District Magistrate, Jalpaiguri

✓ *(Signature)*
Director, SUDA

10.08.2006

SUDA-Health/63 ULBs/06/ 23(2)/2(1)

Copy forwarded for kind information to :

Dy. DLB, Jalpaiguri

✓ *(Signature)*
Director, SUDA

10.08.2006

SUDA-Health/63 ULBs/06/ 23(2)/3(1)

Copy forwarded for kind information to :

CMOH, Jalpaiguri

✓ *(Signature)*
Director, SUDA

1. Ward wise Population & BPL Population based on Survey under SJSRY

Ward No.	Male Population	Female Population	Total Population	No. of BPL Household	BPL Population
1			2940		
2			1890		
3			2224		
4			1721		
5			2477		
6			1878		
7			2600		
8			2125		
9			2737		
10			2235		
11			2312		
12			2556		
13			1964		
14			2605		
15			3458		
16			2288		
Total			38010		8446

(22.2%)

2. Whether there is any Infrastructure facilities available for Sub Centre to provide Health Care?

W-16 HHA-16.

3. Location of Community Centre in the ULB

4. Whether Family & Health Care Committee has been formed ? Whether committee functions regularly ?

5. Whether any standing committee formed in the ULB for health, education and Poverty alleviation?

6. Whether map showing ward demarcation with ward population has been prepared?

7. Is there any post of Health Officer/Medical Officer/Sanitary Inspector? Presently Filled or Vacant?

Health Officer	No
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Medical Officer	No
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Sanitary Inspector	Yes
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Wanting

wardwise B.P.L. Population : (03563) 250046

Office of the Board of Councillors

DHUPGURI MUNICIPALITY

P.O. - DHUPGURI ■ DIST. - JALPAIGURI

ESTD. 2002

Memo No.
মাননীয়,

422 / DPG. M. / Health / 2006

Date. 14.6.2006

অধিকারী,

রাজ্য নগর উন্নয়ন সংস্থা
ইন্ডাস্ট্রিয়াল ডবল, এইচ. সিরক
সেক্টর-৩, বিধান নগর, কোলকাতা-৯১

বিষয় :- পৌরসভার কমিউনিটি ডিভিডিক স্বাস্থ্য পরিষেবা কর্মসূচী

ঘোষিত চিঠির ক্রমিক নং - মুডা-৬৭/২০০৬/৩৪০(৬৩) তারিখ ০৬-০৬-২০০৬

মহাশয়/মহাশয়া,

উপরিস্থিতি বিষয় এবং ঘোষিত চিঠির ক্রমিক নং অনুযায়ী আপনার নিকটে নিম্নলিখিত বিষয়গুলির দৃষ্টি আকর্ষণের জন্য আমাদের পৌরসভার ম্যানিটোরিং ইনস্পেক্টর শ্রী অরুণ কুমার রায় কে উক্ত কনফারেন্সে উপস্থিত থাকার জন্য অনুরোধ জানাচ্ছি।

১) প্রতিটি ওয়ার্ডের মোট জনসংখ্যা এবং স্বাস্থ্যসেবা শাহরী রোজগার যোজনায় সমীক্ষার ডিভিডিতে তৈরী ওয়ার্ডের বি.পি.এল জনসংখ্যা

মোট জনসংখ্যা = ৩৮,০১০

বি.পি.এল জনসংখ্যা = ৮,৪৪৬

(২০০১ সালের জনগণনা অনুযায়ী)

২) স্বাস্থ্য পরিষেবা প্রদানের উপদ্রষ্ট্য অব-মেন্টের খোন্সার জন্য পৌর এলাকায় পৌরসভার বা অন্য কোনও পারিকঠামো আছে কি না? হ্যা

৩) পৌরসভায় কমিউনিটি কেন্দ্র বা নু জাতীয় কোন কেন্দ্র থাকলে তার অবস্থান - না

৪) পৌরসভায় স্বাস্থ্য ও পরিবার কল্যাণ কমিটি গঠিত হয়েছে কি না ও সেই কমিটি নিয়মিত ডাবে সভা করেছে কি না? - না

৫) পৌরসভায় স্বাস্থ্য, শিক্ষা ও দারিদ্র সংগ্রাম বিষয়ে স্বেচ্ছাসিং কমিটি গঠিত হয়েছে কি না? - না

৬) ওয়ার্ডের জনসংখ্যামহ পৌরসভার ওয়ার্ডের সীমানা চিহ্নিত করা মানচিত্র - প্রদান করা হয়েছে।

৭) পৌরসভায় স্বাস্থ্য আধিকারিক/ মেডিক্যাল অফিসার / ম্যানিটোরিং ইনস্পেক্টর-এর কোন পদ আছে কি না? যদি থাকে তা হলে বর্তমানে পদগুলি পূর্ণ আছে কি না?

ক) স্বাস্থ্য আধিকারিক - নেই।

খ) মেডিক্যাল অফিসার - নেই।

গ) ম্যানিটোরিং ইনস্পেক্টর - আছে।

ধন্যবাদান্তে -

মহাশয়/মহাশয়া

পৌর প্রধান
ধূপগুড়ি পৌরসভা

[illegible]

Chairman
DHURGUMI MUNICIPALITY
JALPAIGURI

DRUGS AND MEDICINES

1-1-1

1/c

BIEMTA NO 53

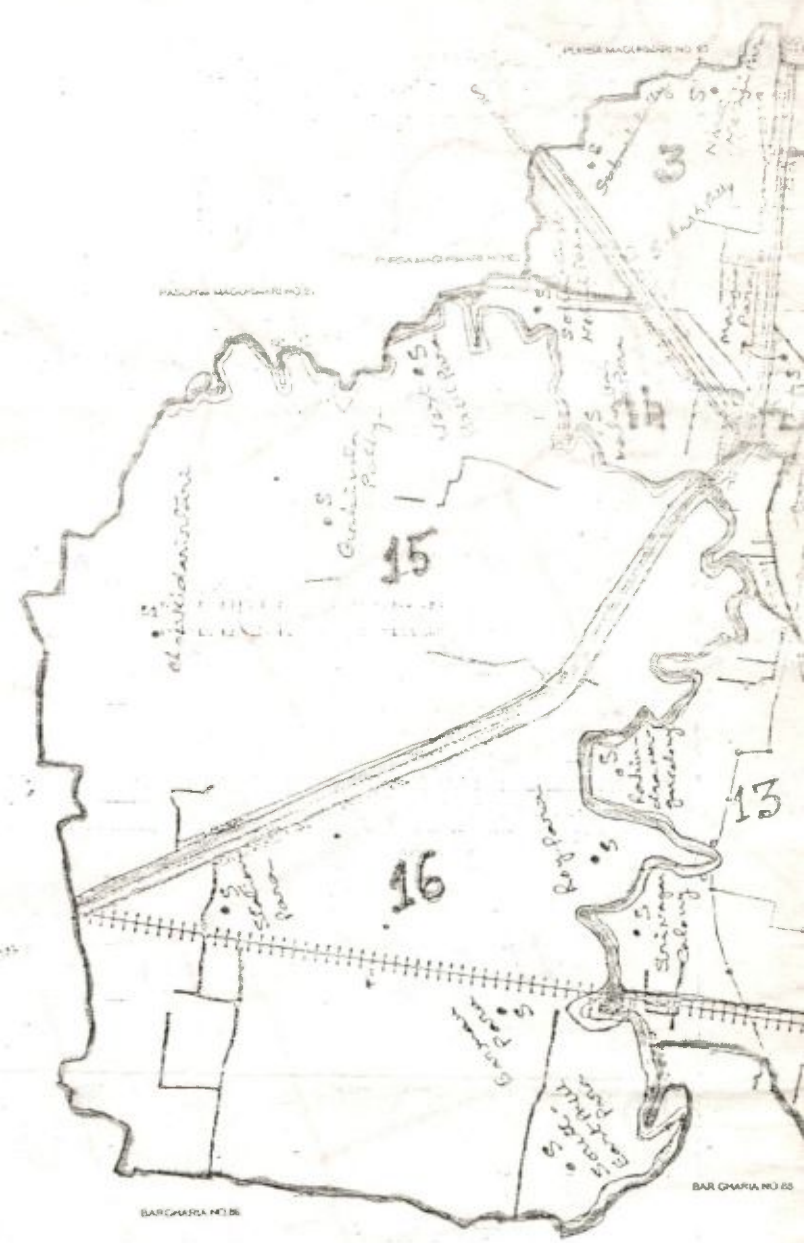
PROY. DISTRITO
JAYA PANGLOSS

BAR CHARIA NO 55

PERSE MAGUSANO NO 52

PASUTAN MAGUSANO NO 51

PERSE MAGUSANO NO 52



Area	Population
01	2940
02	1890
03	2224
04	1721
05	2477
06	1878
07	2600
08	2125
09	2737
10	2235
11	2312
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