



Sub. : Preparation of Demand Draft for Rs 4.72 lacs in connection with training of 2nd Batch of Health Officers and Asstt. Health Officers in public health under health component of KUSP by AIIH & PH.

Placed below is the communication bearing no. DIR/05/3339/131(Pt.) dt. 09.03.2005 from the Director, AIIH & PH to you with an endorsement to the undersigned by you.

The proposal for training of Health Officers and Asstt. Health Officers in public health in batches by AIIH & PH along with budget for an amount of Rs 4.72 lacs per batch (excepting TA & DA of the participants which will be borne by CMU separately) has already been approved by the Secretary, MA Dept.

The training of 2nd batch (25 nos.) for Health Officers and Asstt. Health Officers will be organised by AIIH & PH at Indian Institute of Health Management Research, Jaipur during the period 18 - 22 April, 2005. The list of participants is to be forwarded to the Director, AIIH & PH for which necessary steps has already been taken. On receipt of the same, the list will be forwarded to the Institute shortly.

As requested by AIIH & PH, an amount of Rs 4.72 lacs in the form of Demand Draft in favour of "Director, A.I.I.H. & P.H., Kolkata" is to be forwarded immediately towards the expenses for organising the training programme at Jaipur for 2nd batch. Necessary action in this regard may kindly be taken.

The undersigned may be allowed to hand over the said DD to the Director, AIIH & PH and to have further discussion with Dr. D.K. Raut (Course Co-ordinator), Prof. & Head, Dept. of Epidemiology, AIIH & PH with regard to modalities for conducting the programme etc.

Submitted for kind perusal and clearance.

PM, CMU

[Signature]
15.03.05

X. Achnis proposed is approved.
Y. D.D. may issue a DD of Rs. 4.72 lacs as has been proposed - *[Signature]* 15/3/05

FA



स्पीड पोस्ट/SPEED POST

Registered
भारत सरकार

GOVERNMENT OF INDIA

अखिल भारतीय स्वास्थ्य विज्ञान और जन स्वास्थ्य संस्थान
ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH

(स्वास्थ्य सेवा महानिदेशालय)

(DIRECTORATE GENERAL OF HEALTH SERVICES)

110, चित्तरंजन एवेन्यु, कलकत्ता - 700 073

110, CHITTARANJAN AVENUE, KOLKATA - 700 073, INDIA

तार-पता Tele-Address

स्वास्थ्य संस्थान, कलकत्ता

"HEALTHINST", KOLKATA

Phone : (O) 2241-3954 (Direct) / 2219-7848

2241-2860 & 2241-3831 (PBX)

(R) 033-2460-1889

Fax : 00-91-33-2241-8717, 2241-8508

00-91-33-2241-2539 (DIRECT)

E-mail : aiihph@cal.vsnl.net.in

DR. P. H. ANANTHANARAYANAN

M.B.B.S., M.D.

DIRECTOR

No.DIR/05/3339/131(pt.)

Dated: 09.03.2005

To
Mr.A.K.Motilal
Project Manager, C.M.U.,
Ilgus Bhavan, HC Block,
Sector-III, Bidhan Nagar,
Kolkata-700016

Health Expert Fe
Om 10/3/05

Sub: Training of Health Officers/Asst.Health Officers in public health under
Health component of KUSP.

Ref: Memo No.CMU 94-230(pc.II) dated 08.02.2005

Dear Mr.Motilal,

With reference to the above letter a training programme for second batch of Health Officers/Asst.Health Officers in public health is going to be organized at Indian Institute of Health Management Research, Jaipur. The tentative dates for the proposed programme is from 18-22 April, 2005. Dr.R.S.Goyal Professor and Dean (Trg.) would be the course Coordinator. It is requested to kindly release an amount of Rs. 4.72 Lacks as the expenses towards organizing the second training workshop. The Demand Draft may be prepared in the name of "Director, AIH&PH, Kolkata" and same may be sent to the undersigned at the earliest, so that the necessary steps can be initiated to organize the programme.

10/3/05
ISSUED

etc

Yours sincerely,
P.H. Ananthanarayanan
(P.H. Ananthanarayanan)

CC: Dr.D.K.Raut, Programme coordinator, for information.

10/03/05

P.H. Ananthanarayanan
(P.H. Ananthanarayanan)

Registered post



पञ्चवर्षित पत्र
Registered Letter

भारत सरकार

GOVERNMENT OF INDIA

अखिल भारतीय स्वास्थ्य विज्ञान और जन स्वास्थ्य संस्थान
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Fax : 00-91-33-2241-8717, 2241-8508

00-91-33-2241-2539 (DIRECT)

E-mail : aiihph@cal.vsnl.net.in

DR. P. H. ANANTHANARAYANAN

M.B.B.S., M.D.

DIRECTOR

No.DIR/05/3339/131(pt.)

Dated: 09.03.2005

Health Expert
Om 14/3/05

To

Mr.A.K.Motilal

Project Manager, C.M.U.,

Ilgus Bhavan, HC Block,

Sector-III, Bidhan Nagar,

Kolkata-700016

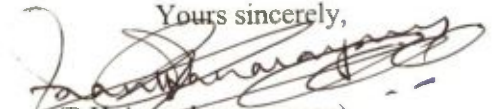
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Yours sincerely,


(P.H.Ananthanarayanan)

CC: Dr.D.K.Raut,Programme coordinator,for information.

(P.H.Ananthanarayanan)



Sub. : Preparation of Demand Draft for Rs 4.72 lacs in connection with training of Health Officers and Asstt. Health Officers in public health under health component of KUSP by AIIH & PH.

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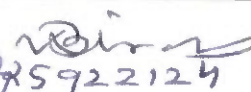
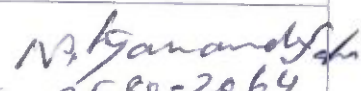
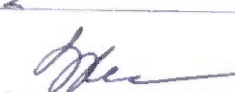

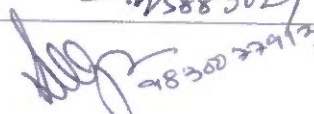
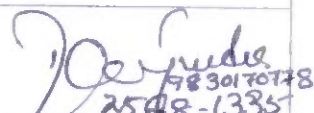
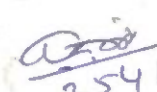

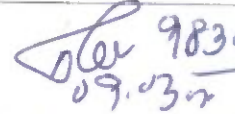
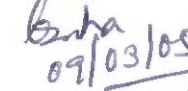

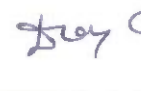

The undersigned may be allowed to hand over the said DD to the Director, AIIH & PH and to have further discussion with Dr. D.K. Raut (Course Co-ordinator), Prof. & Head, Dept. of Epidemiology, AIIH & PH with regard to modalities for conducting the programme etc.



Submitted for kind perusal and clearance.

P.M., CMU

Goswami
15-2-05

Discussion session with HO & AHO on 09.03.2005 at ILGUS Conference Hall in connection with training to be held at New Delhi during 14 - 18 March, 2005.

Sl. No.	Name	Designation	Signature with Contact No.
1.	Dr. Vibha Biswa	A.M.O Shubpara Municipality	 5922124
2.	Dr. Nityamanda Saha	A.H.O Nankohi Municipality	 2580-2064
3.	DR. DIGANTA CHATTERJEE	Health officer Halisahar Municipality	 25857975
4.	DR. PARTHA ROY	Asst Health officer. Halisahar.	 95883029
5.	DR. DEMBASIS CHATTERJEE Khardah	ASST HEALTH OFFICER.	 9830027913
6.	DR. RATAN MAJUMDER	HEALTH OFFICER KHARDAH MUNICIPALITY	 9830170728 2588-1335
7.	DR. AJAY KUMAR MUKHOPADHYAY	H.O, BARANAGAR	 2541-2706
8.	DR ASHUTOSH Chowdhury	H-O Bamankpur Municipal	 9/3/05
9.	DR APURBA KR PAL	HO MORR Bamankpur	 9830217882 09.03.05
10.	DR. GDUTAM KUMAR SAHA	H.O, Kanchrapur Municip	 09/03/05 98305-43373
11.	DR. SUBHRA DAS	A.H.O. Kanchrapur Municip.	 25829040
12.	Dr. Debatosh Day	A.H.O New Bamankpur Municipality	 9831289425 2567-2141
13.	DR. Sanjay Saha	HO New Bamankpur Municipality	 9433339574 25375740
14.	Dr. Chandan Chatterji	HO. Madhyangram Municipality	R: 25678000 Mob: 9830553771 09/3/05

Sl. No.	Name	Designation	Signature with Contact No.
15.	Dr. Surenwar Bivwa	A.H.O. Mandya	 2535-2377 98311-53929
16.	Dr. Samir Kr. Sengupta	H.O Panihati	9830127619
17.	Dr. Kakali Basu Senha	AHO NDD Mandya	2500-5378
18.	Dr. Sekha Malakar	H.O. N.D.D. Municipality	9433340975
19.	Dr. Anpa Basu	AHO Kamarkati Municipality	9330974339
20.	Preeti Jay.	e.e.s Kamarkati Municipality	
21.	Dr. Tapobrata Chowdhury	H.O Barasat Municipality	933103-4068
22.	Dr. Swadesh Kr. Boddh.	A.H.O Barasat Municipality	2552-3250(L) 9830736151
23.	Dr. SUSHANTA KR. PAUL	H/O Dum Dum Municipality	9439156670
24.	Dr. SK Bhattacharya.	HO Waihati Municipality	 9838020495
25.	DR. P. MAJUMDAR	AHO PANIHATI MUNICIPALITY	9433223089 2565-3380
26.	Dr. Pauney Kr. Gupta	Health officer South Dum Dum Municipality	9831182077
27.	Dr. Fulara Dhal.	Asst. Health officer South Dum Dum Municipality	2511-8032
28.			
29.			
30.			

OFFICE OF THE BOARD OF COUNCILLORS

KANCHRAPARA MUNICIPALITY

42, LENIN SARANI (EAST), KANCHRAPARA, NORTH 24 PARGANAS
☎ : 585-4354, FAX : 585-8247

No. - 3646

Dated, Kanchrapara, the 11/3/2005

From: **Sri Sankar Lal Basak,**
Chairman, Kanchrapara Municipality

To: **Sri A.K.Motilal,**
~~Project Manager~~
Project Manager, CMU,
Change Management Unit, KJSP,
ILGUS BHAWAN, HC Block, Sector-3,
Bidhannagar, Kolkata-700 016.

Health Expert
Am 22/3/05

Ref: Your No. CMU-94/2003(pt.II)/667
dated 18-02-2005

Sub: Training of Health Officer & Asstt. Health
Officer in Public Health under Health
Component of KJSP.

sir,

In reference to your letter quoted above, I would like to inform you that Dr. G.K.Saha, H.O. and Dr. Subhra Das, Asstt. H.O. of this Municipality will attend the training Programme at New Delhi during 14 - 18 March, 2005. This is for your kind information and necessary action.

Thanking You.

Yours faithfully,

Sankar 11.3.05
(Sankar Lal Basak)
Chairman

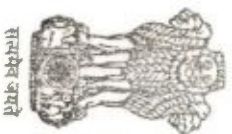
Kanchrapara Municipality.

Memo No. _____/1(3) dated Kanchrapara, the _____

Copy forwarded for information and necessary action to :-

- 1) Dr. G.K.Ingle, Prof & Head, Dept of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi-110 002.
2. Dr. G.K.Saha, Health Officer, Kanchrapara Municipality &
3. Dr. Subhra Das, Asstt. Health Officer, Kanchrapara Municipality.

(Sankar Lal Basak)
Chairman
Kanchrapara Municipality.



Certificate

This is to certify that Dr. **Chandan Chatterjee**..... has participated as
Trainee /Resource person/organizer in "Orientation Training Workshop on Public Health for
Health Officers & Assistant Health Officers of Urban Local Bodies, Govt. of West Bengal" from
14th March 2005 to 18th March 2005 organized by Department of Community Medicine Maulana
Azad Medical College, New Delhi in collaboration with All India Institute of Hygiene and Public
Health, Kolkata funded by Department For International Development (DFID).

Dr. GK Ingle
Course Co-ordinator
MAMC, New Delhi

Dr. A.K. Agarwal
Dean MAMC
New Delhi

Dr. DK Raut
Program Co-ordinator
AIH&PH, Kolkata



Sub. : Training of Health Officers / Asstt. Health Officers in Public Health under Health component of KUSP.

Re-training of grass root level health functionaries i.e. Health Officers (HOs) / Asstt. Health Officers (AHOs), HHWs, FTSS and STSS are to be undertaken in the 1st year as one of the approved activities by the DFID under Health component of KUSP. Re-training will spread over 40 KMA and 22 Non-KMA ULBs, where the no. of HOs / AHOs will be 80 - 90 approx.

In the meeting of Health Steering Committee, it has been decided that the comprehensive training for HO / AHO of the ULBs in Public Health, planning, management, supervision and monitoring of primary health care under community based health programme is to be initiated.

Such training programme of HO / AHO on Public Health will not only supplement their professional and managerial skill for strengthening the quality of services of ongoing community based health programmes of the ULB concerned but also will enhance the capabilities of HO / AHO towards better understanding and management of municipal health problems, planning and management thereof.

For the purpose, Director of All India Institute of Hygiene and Public Health, 110 C.R. Avenue, Kolkata, the renowned training institute in public health was contacted.

Broad objective of the training :

- ◆ Public Health - different activities and municipal public health laws - knowledge of and role of HO / AHO.
- ◆ Epidemiology - Principles, cause factor, study design, epidemic investigation, methods for prevention and control of communicable diseases & surveillance.
- ◆ Existing community based health programmes - update knowledge of R.C.H. (Reproductive and Child Health including adolescent health and HIV / AIDS), strengthening of services at different tiers of service centres, community participation, augmentation of managerial, supervisory skill for quality control and sustenance.
- ◆ Important National Health Programmes - Updating knowledge, linkage with municipal health services for implementation, drawing of action plan.
- ◆ I.E.C. - Skill development and methods, impacts assessment.
- ◆ HMS - capacity building for effective recording, supervision, monitoring and evaluation of service performance, disease surveillance and vital parameters.

Contd. to P-2.



It is felt that a residential course for 5 days outside the State of West Bengal would result in uninterrupted, cohesive and interactive training utilising cross sharing with the Public Health Institute / Medical Colleges of other States in planning, implementing and monitoring of Public Health Programmes. Each batch will consist of 25 nos. of participants (approx.), to be facilitated by 5 nos. of outstation Experts and 5 nos. of local Experts both in class room and field sessions. Duration of training will be for 5 days excluding both way journey.

The Public Health Institutes / Medical Colleges at Delhi, Chennai, Bangalore, Jaipur and Mumbai have been proposed by AIHH & PH for conduction of such training workshop.

The tentative budget estimate as indicated by AIHH & PH for 1 (one) such batch is Rs 4.72 lacs i.e. approximately Rs 18,800/- per participant for 5 days training.

In this connection, it is to state that during discussion with AIHH & PH it has been learnt that there will be no difference in the budget estimate for training programme within the State excepting TA of the HO / AHO.

Submitted for kind approval.

[Handwritten signature]
25.2.05

The above may be seen.

The Training programme of HO/AHO as proposed may be approved

[Handwritten signature]
2/2

P.D. CMU

Secretary, H.A. Deptt.

U.O NO:- CMU-94/2003(Pt-II)/176
Date :- 02.02.2005



Sub. : Training of Health Officers / Asstt. Health Officers in Public Health under Health component of KUSP.

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P.D. / CMU

Goswami
2.2.05

The above may be seen.
The Training programme of HO/AHO as proposed may be approved

am
2/2

~~Secretary, M.A. Deptt.~~

U.O NO:- CMU-94/2003(PE-II)/176
Date :- 02.02.2005

Q

4.2.05

Health Expert

Now we can go ahead. To prepare CTAU a training module also.

4/2/05
Goswami
4.2.05



FAX Phone : 2550-0
Phone : 2540-7560

Office Of The Rajarhat-Gopalpur Municipality

RAGHUNATHPUR, KOLKATA-700 059

ESTD.-1994

CHAIRMAN :
TAPASH CHATTERJEE

VICE-CHAIRMAN :
BHUPATI SENGUPTA

Ref. No. 370/RGM-227/2005

Date 28/02/2005



To,
The Project Manager,
Change Management Unit,
KUSP.

Health Expert Be.
Am 15/05

**SUB : TRAINING OF HEALTH OFFICER & ASSISTANT HEALTH OFFICER
IN PUBLIC HEALTH UNDER HEALTH COMPONENT OF KUSP.**

REF : CMU-94/2003 (PT.II)/674 DT.- 18.02.05.

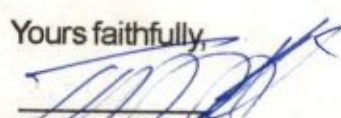
Sir,

Dr. Sova Gupta, Health Officer and Dr. Apurba Kr. Roy, Assistant Health Officer, Rajarhat-Gopalpur Municipality are unable to attend the training programme organised by All India Institute of Hygiene & Public Health at Moulana Azad College, New Delhi during 14th to 18th March, 2005 due to their urgent family problem (M.P Exam./H.S. Exam. of their Son/Daughter).

They are willing to join in the next training programme.

Thanking you.

Yours faithfully,


(CHAIRMAN)
Tapash Chatterjee

Chairman,

Rajarhat-Gopalpur Municipality



Memo No. CMU-94/2003(Pt. II)

DL. 17.02.2005

*O/C
CMU office.*

From : A.K. Matilal
Project Manager, CMU

To : Dr. P.H. Ananthnarayanan, Director
All India Institute of Hygiene & Public Health
110, C.R. Avenue, Kolkata - 700 073.

Sub : Training of Health Officers / Assist. Health Officers in
Public Health under Health Component of KUSP.

Dear Dr. Ananthnarayanan,

Reference is invited to your communication bearing no. DIR/05/3301/131 dt. 14.02.2005 on the above subject. As requested by you, the Demand Draft bearing no. 052485 dt. 16.02.2005 on SBI for Rs. 4.72 lacs (Rupees Four lacs seventy two thousand) only in favour of "Director, A.I.I.H. & P.H., Kolkata" is sent towards the expenses for organising the 1st batch of training for Health Officers and Asstt. Health Officers at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005. Provisional list of the participants is also enclosed.

You are requested to take further necessary action accordingly and provide us detailed instruction regarding reporting date, time and accommodation with address for the participants.

Furthermore, we would like to complete 2nd & 3rd batch of training for Health Officers and Asstt. Health Officers during 4 - 8 April, 2005 at Jaipur and 2 - 6 May, 2005 at Thirubanthapuram respectively. Necessary action may kindly be taken from your end and confirmation in this regard may be forwarded to the undersigned.

Yours sincerely,

Encl: * 2 * *

*Received DD No. 052485 dt. 16/02/05
for Rs. 4.72 Lacs*

Amey N. Guha
A.K. Matilal

D.K. Raut
18/02/05

Memo No. CMU-94/2003(Pt. II)

DL. 17.02.2005

Dr. D.K. RAUT
Professor of Public Health

All India Institute of Hygiene & Public Health,

Dr. D.K. Raut, Prof. & Head, Dept. of Epidemiology & Health Statistics, All India Institute of Hygiene & Public Health for kind information and necessary action please. 110, C.R. Avenue, Kolkata-700 073

*Handed over to the receipt to
Hrady John and CMU office.*

Amey N. Guha
A.K. Matilal

S. S. Saha
H.E 18.2.05

ILGUS BHAVAN, HC BLOCK, SECTOR 3, BIDHANNAGAR, KOLKATA 700106

Ph : 033-2334 2660, 2337 7315, 2358 6403/5767

Fax : 033-2337 7318/2358 5800

email: kuspcmu@vsnl.net



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. II) 777 (17)

Dt .. 11.03.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairperson

..Banahagan..... Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

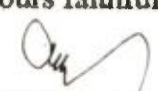
Sir,

Reference is invited to this office communication dt. 24.02.2005 on training of 1st of batch of Health Officer & Asstt. Health Officer in Public Health at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005 under health component of KUSP.

Reimbursement of the cost of railway ticket etc. and daily allowance @ Rs. 230/- per diem per participant is to be incurred from the existing KUSP fund already placed to you. The expenditure is to be booked under - "Health component - Training of HOs & AHOs".

The Statement of Expenditure and U.C. in this regard may please be submitted within one month ^{after} completion of training.

Yours faithfully,



Project Manager, CMU

Dt .. 11.03.2005

Memo No. CMU-94/2003(Pt. II) 777 (21)

Copy forwarded for information and necessary action to :

Health Officer & ~~Asstt. Health Officer~~, ..Banahagan..... Municipality.


Project Manager, CMU

Dt .. 11.03.2005

Memo No. CMU-94/2003(Pt. II) 777 (4)

Copy forwarded for information and necessary action to :

1. Project Director, CMU
2. Financial Adviser, CMU
3. Accounts Officer, CMU
4. Health Expert, CMU.

Received
Kallol Das, J.A.
Banahagan Municipality
11/3/05


Project Manager, CMU



Office : 2514 2101 / 2494
Fax : 2514-2990
Hospital : 2514 5418
IPP-VIII : 2514-1674

NORTH DUM DUM MUNICIPALITY

BIRATI, KOLKATA - 700 051.

No. NDDM / KUSP / 606

Dated 25.02.2005 200

From : Sri Sachindra Mohan Sarkar
Chairman

✓ To
Mr. A.K. Motilal,
Project Manager CMU,
ILGUS BHAWAN, H.C. Block,
Sector - 3, Bidhan Nagar,
Kolkata - 700 106.

Health Expert Fe.
Im 3/3/05

Ref :- Your Memo No. CMU-94/2003(Pt-II/679
dated 18.02.2005.

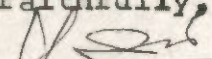
Sub :- Training of Health Officer & Asstt.
Health Officer in Public Health under
Health component of KUSP.

S i r,

With reference to above please be informed that Dr. Sikha Malakar, Health Officer & Dr. Kakali Basu, Asstt. Health Officer of this Municipality will start from Kolkata by 2313 up on 12.03.05 and return journey by 2314 DN on 18.02.05 (From New Delhi). They will attend the Training Course on 14.03.05 in time.

Thanking you,

Yours faithfully,


-Chairman,

North Dum Dum Municipality.

Copy to : 1. Dr. Sikha Malakar, H.O.

2. Dr. Kakali Basu, Asstt. H.O.

- for information and necessary action please.

sd/-
Chairman,

North Dum Dum Municipality.



OFFICE OF THE BOARD OF COUNCILLORS

KANCHRAPARA MUNICIPALITY

42, LENIN SARANI (EAST), KANCHRAPARA, NORTH 24 PARGANAS

☎ : 585-4354, FAX : 585-8247

No. 3517

Dated, Kanchrapara, the 24.2.2005

From : Sri Sankar Lal Basak,
Chairman, Kanchrapara Municipality

To, Sri A.K. Matilal, Project Manager,
CMU, KUSP

~~ILGUS BHAWAN, H.C. Block, Sector - III~~
Bidhannagar, Kolkata - 700 106

Health Expert Re
Am 3/2/05

Ref : Memo No. CMU - 94/2003 (pt. II) 667
dated 18.02.2005.

Dear Sir,



In reference to your above, I am to inform you that railway tickets for Dr. G.K. Saha, Health Officer, and, Dr. Subhra Das, Asstt. Health Officer of this Municipality have been purchased from this end (copy attached).

Thanking you,

Yours faithfully,

Basak 24.2.05
(Sankar Lal Basak)
Chairman
Kanchrapara Municipality .

2004-05

 **हार्पी जर्नी**  **HAPPY JOURNEY**

PNR NO.	TRAIN NO.	DATE	K.M.	ADULT	CHLD.	TICKET NO.
524-5625270	2313	12-03-2005	1453	4	0	54146194

CLASS 9A

JOURNEY CUM RESERVATION TICKET

3 अक्षय सिवालदा नयी दिल्ली सिवालदा राजधानी ए

COACH SEAT/BERTH	SEX	AGE	T.AUTHORITY	CONC	R.FEE	S.CH	S.F.CH	VOUCH	RS.	T.CASH	RS.
AS1 3	UB	N 48	NV								
AS1 5	MB	N 38	NV								
AS1 6	UB	N 37	NV								
AS1 8	SU	N 42	NV								

Rs. SIX ZERO EIGHT ZERO ONLY



SEAL DAN RAJSHANIEXP BOARDING SEAL DAN 12-03-2005 SCHEDULED DEP 16:35

768-22-02-2005-09:24 AM 2 VIA NCR-DNR-DAYA-NBS-ALD-L19

DEP. TIME PRINTED IS LIABLE TO CHANGE

VANADIA PRINTING WORKS P. LTD.

2004-05

 **हार्पी जर्नी**  **HAPPY JOURNEY**

PNR NO.	TRAIN NO.	DATE	K.M.	ADULT	CHLD.	TICKET NO.
221-0977803	2314	18-03-2005	1457	4	0	54146195

CLASS 9A

JOURNEY CUM RESERVATION TICKET

3 अक्षय नयी दिल्ली सिवालदा सिवालदा राजधानी ए

COACH SEAT/BERTH	SEX	AGE	T.AUTHORITY	CONC	R.FEE	S.CH	S.F.CH	VOUCH	RS.	T.CASH	RS.
AS2 17	LB	N 48	NV								
AS2 18	MB	N 38	NV								
AS2 19	UB	N 37	NV								
AS2 20	LB	N 42	NV								

Rs. SIX ZERO EIGHT ZERO ONLY

SEAL DAN PITHANI BOARDING NEW DELHI 18-03-2005 SCHEDULED DEP 16:45

866-22-02-2005-09:24 AM 2 VIA CMB-NBS-DNR-ASN-0-

DEP. TIME PRINTED IS LIABLE TO CHANGE

VANADIA PRINTING WORKS P. LTD.

This is to inform you that, regarding training of Health
Training officer under & Assit. Health officer under Health
Component of KUSP in Delhi, Dr. Sushanta Kr. Paul Health officer,
D.D.M. has done Railway reservation for going to Delhi on 22 th-
March (Waiting list -NO :- 17) and return journey from Delhi has-
been confirmed on 19-3-2005. Dr. Siba Prata Das, Assist. Health-
officer is not being able to join in this session, however his
name may be considered later on.

Thanking you,

Yours Faithfully

[Signature]
Chairman
Dum Dum Municipality.

SD

Health Officer
2/28/05

Received 2/28/2005 12:04 PM

No. 195/KUSP/05

Phone : Office : 2553-3060
2563-1171



Office of the Municipal Councillors of Khardah

B.T. Road, Khardah

From :

Braja Gopal Saha

Chairman
Khardah Municipality

Health Expt. No. 195/05

To..... Sri A. K. Matilal,
Project Manager, Change Management Unit,
Kolkata Urban Services for the Poor, ILGUS Bhavan,
..... H.C. Block, Sector - 3,
Bidhan Nagore, Kolkata-106.

Dated, Khardah the..... 17.2.2005.

Reference :

Subject : "TRAINING OF HEALTH OFFICER & ASST. HEALTH OFFICER IN PUBLIC HEALTH UNDER HEALTH COMPONENT OF K.U.S.P."

S i r,

With reference to your letter No. CMU-94/2003 (Pt-35)/630 dated 10-2-2005, I would like to nominate the following two persons holding the post of Health Officer and Assistant Health Officer under this U.L.B. ~~for~~ for taking part in the Training Programme organised by C.M.U.

Sl.No.	Name	Designation
1.	DR. RATAN MAJUMDER	HEALTH OFFICER
2.	DR. DEBASHISH CHATTERJEE	ASSISTANT HEALTH OFFICER

Thanking you,

Yours faithfully,

Besale
Chairman
Khardah Municipality

BARRACKPORE MUNICIPALITY

B.T. Road, P.O. Talpukur, North 24 Parganas



Memo No. 1485/BM-CM/HO/2004-05

Dated 23/2/2005

From :

MAHADEB GHOSH

Chairman

To
Mr. A.K. Matilal,
Project Manager, C M U,
KUSP,
ILGUS Bhavan,
H.C. Block, Sector - 3, Bidhan Nagar,
Kolkata - 700 064.

*Health Expert
Am 1/2/05*

**Sub : Training of H.O. & A.H.O. in Public Health under
Health Component of KUSP.**

Dear Sir,

With reference to your letter No. CMU-94/2003(Pt - II/676 dated 18.02.2005 received by us on 22.02.2005, we write to advise you that railway reservation of Dr. Ashutosh Chowdhury, Health Officer of our Municipality has been completed from our end as detailed below:

Sealdah to New Delhi by Rajdhani Express on 12.03.2005.

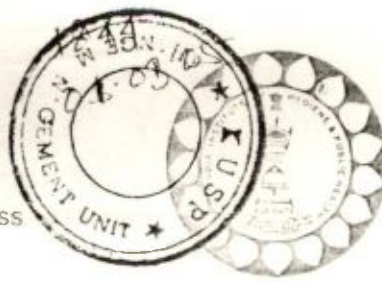
New Delhi to Sealdah by Rajdhani Express on 19.03.2005

Claim for reimbursement of the fare would be made in due course.

Thanking you,

Yours faithfully,

Maha Deb Ghosh
Chairman, 23/2/05
Barrackpore Municipality.



तार-पता

Tele-Address

स्वास्थ्य संस्थान, कलकत्ता

"HEALTHINST", KOLKATA

Phone : (O) 2241-3954 (Direct) / 2219-7848

2241-2860 & 2241-3831 (PBX)

(R) 033-2460-1889

Fax : 00-91-33-2241-8717, 2241-8508

00-91-33-2241-2539 (DIRECT)

E-mail : aiihph@cal.vsnl.net.in

भारत सरकार

GOVERNMENT OF INDIA

अखिल भारतीय स्वास्थ्य विज्ञान और जन स्वास्थ्य सं

ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HE

(स्वास्थ्य सेवा महानिदेशालय)

(DIRECTORATE GENERAL OF HEALTH SERVICES

110, चित्तरंजन एवेन्यू, कलकत्ता - 700 073

110, CHITTARANJAN AVENUE, KOLKATA - 700 073, I

DR. P. H. ANANTHANARAYANAN

M.B.B.S., M.D.

DIRECTOR

No.DIR/05/3314/131

Dated: 23.02.2005

To
Shri.A.K.Matilal,
Project Manager,C.M.U.,
Kolkata Urban Services for the Poor
ILGUS Bhawan,
HC Block,Sector-3,
Bidhannagar,Kolkata-700016

*Health Expert R.
23/2/05*

Sub: Training of Health Officers/Assist.Health
Officers in Public Health under Health
Component of KUSP.

Dear Shri.Matilal,

Kindly refer to your letter No.CMU-94/2003(pt.II)/648
dated 17..2.2005 on the subject cited above. In this connection
I am acknowledging the receipt of the Demand Draft No.052485
dated 16.02.2005 amounting to Rs.4.72 Lakhs for the purpose
referred above.

With regards,

Yours sincerely,

P. H. Ananthanarayanan
(P.H.ANANTHANARAYANAN)

CC:

Dr.D.K.Raut, Prof.&Head, Deptt.of EPID,AIIPH,
Kolkata for information.

(P.H.Ananthanarayanan)

BARANAGAR MUNICIPALITY
BARANAGAR
KOLKATA-35



577-6595
Phone : 577-1071
577-0012
Fax : 577-1071

FROM..... Smt. Anuradha Roy,
Chairman,
.....

Ref. No..... 1354
Date..... 2/3/2005

*Health Expert Fe.
Om 7/3/05*

To
The project Manager,
CMU, KUSP.
ILGUS BHAWAN, HC-Block, Sector-3.
Bidhan Nagar, Kolkata-700106.

Sub: Training of Health officer &
Asst. Health officer in public
Health under Health component
of KUSP.

Dear sir,

please refer to your memo no. CMU-94/2003 (Pt-II)
/667 dt. 18.2.2005 on the subject cited above.

In this connexion I am to inform you that Dr.
Ajoy Kumar Mukhopadhyay Health Officer of the Municipality shall
participate in the training programme to be held on & from 14-18 March
'05 at New Delhi. Railway tickets for to & fro journey (Kolkata to
New Delhi & back) have been arranged & the copy of which is en-
closed herewith for your ready reference & doing the needful kindly.

Thanking You,

Yours faithfully,

Enclo: Railway Tickets.

Ajoy
CHAIRMAN

*Baranagar
2680 5286 (R)
Dr. Ajoy
2634 6324 (O)
-6806*

2004-05

DEP. TIME PRINTED IS LIABLE TO CHANGE

शुभ यात्रा **HAPPY JOURNEY**

PNR NO.	TRAIN NO.	DATE	K.M.	ADULT	CHILD	TICKET NO.	रिजर्वेशन
231-1191011	2314	18-03-2005	1457	1	0	KKK47903092	A

CLASS CC NO 4317575204607000 JOURNEY CUM RESERVATION TICKET

उवाला नयी दिल्ली सियालदह RESV. UPTO सियालदह राजधानी

COACH SEAT/BERTH	SEX	AGE	T.AUTHORITY	CONC	R.FEE	S.CH	SF.CH.	VOUCH RS.	T.CASH. RS.
A55 22 UB		M 51	NV						1520

Rs. ONE FIVE TWO ZERO ONLY

BKD ON VC CARD NO CASH REFUNDS

SEALDAH RJDHANI BOARDING NEW DELHI 18-03-2005 SCHEDULED DEP 16:45

766 28-02-2005 18:45 NKG 18 VIA CNB -MGS -DHN -ASH -Q-

VANDANA PRINTING WORKS PVT. LTD.

2004-05

DEP. TIME PRINTED IS LIABLE TO CHANGE

शुभ यात्रा **HAPPY JOURNEY**

PNR NO.	TRAIN NO.	DATE	K.M.	ADULT	CHILD	TICKET NO.	रिजर्वेशन
614-5712109	2313	12-03-2005	1453	1	0	KKK47903091	A

CLASS CC NO 4317575204607000 JOURNEY CUM RESERVATION TICKET

उवाला सियालदह नयी दिल्ली RESV. UPTO सियालदह राजधानी

COACH SEAT/BERTH	SEX	AGE	T.AUTHORITY	CONC	R.FEE	S.CH	SF.CH.	VOUCH RS.	T.CASH. RS.
WL/70 WL/45		M 51	NV						1520

Rs. ONE FIVE TWO ZERO ONLY

BKD ON VC CARD NO CASH REFUNDS

SDAH RAJDHANI EXP BOARDING SEALDAH 12-03-2005 SCHEDULED DEP 16:35

766 28-02-2005 18:45 NKG 18 VIA DKAE-DHM -GAYA-MGS -ALD -CNB

VANDANA PRINTING WORKS PVT. LTD.

Office of the :

Phone () : 2538 3683

: 2538 2664

: 2538 0203

Fax : 2538 6442

Email: madhyamgrammunicipality@vsnl.net



MADHYAMGRAM MUNICIPALITY

Madhyamgram North 24 Parganas
Kolkata - 700 129

Ref No. : MM/Chair/HO/871/04 - 05

Date : 03/03/2005

To
Mr. A. K. Matilal
Project Manager,
Change Management Unit, KUSP.

Health Expert PC.
Om 2/3/05

Sub. : Training of Health Officer & Asst. Health Officer in
Public Health under KUSP.

Sir,

Kindly refer to the Memo No. CMU - 94/2003 (Pt.-II), Dt. 24/02/2005.

As per instruction in the above memo, the status of the reservation of Railway Ticket for to & from journey from Kolkata to New Delhi & back, is being forwarded alongwith for your office record & further advice.

Thanking you,

Yours faithfully

Mole... 2/3/05
Chairman
Madhyamgram Municipality


N.B. : This may also be mentioned here that Railway Reservation Tickets under reference also includes tickets for Dr. Ratan Kumar Majumdar and Dr. Debasis Chatterjee, Health Officer & Asst. Health Officer of Khardah Municipality respectively and whose reservation were made as per verbal request by Dr. Sibani Goswami, Project Officer, Health, SUDA. Dr. Sibani Goswami asked Dr. Chandan Chatterjee, Health Officer, Madhyamgram Municipality to personally co-operate, as there was delay in forwarding the order.

Copy to :
Dr. Sibani Goswami, Project Officer.

Mole... 2/3/05
Chairman
Madhyamgram Municipality

2004-05

DEP. TIME PRINTED IS LIABLE TO CHANGE



श्री राशि

HAPPY JOURNEY

CLASS 3008

PNR NO. 5932154

TRAIN NO. DATE DATE K.M. ADULT CHILD

RESV UPTO

TICKET NO. 65470055

COACH SEATBERN SEX AGE TAUNORITY


RESV UPTO

COACH SEATBERN SEX AGE TAUNORITY

VANDANA PRINTING WORKS PVT. LTD.

2004-05

DEP. TIME PRINTED IS LIABLE TO CHANGE



श्री राशि

HAPPY JOURNEY

CLASS 3008

PNR NO. 231

TRAIN NO. DATE DATE K.M. ADULT CHILD

RESV UPTO

TICKET NO. 65470055

COACH SEATBERN SEX AGE TAUNORITY

RESV UPTO

COACH SEATBERN SEX AGE TAUNORITY

VANDANA PRINTING WORKS PVT. LTD.


SEALDAN RABHANI BOARDING NEW DELHI

18-03-2005 SCHEDULED DEP 16:45

RS. THREE ZERO FOUR ZERO ONLY

2004-05

DEP. TIME PRINTED IS LIABLE TO CHANGE



श्री राशि

HAPPY JOURNEY

CLASS 3008

PNR NO. 634-5751758

TRAIN NO. DATE DATE K.M. ADULT CHILD

RESV UPTO

TICKET NO. 65470055

COACH SEATBERN SEX AGE TAUNORITY


RESV UPTO

COACH SEATBERN SEX AGE TAUNORITY

VANDANA PRINTING WORKS PVT. LTD.

2004-05

DEP. TIME PRINTED IS LIABLE TO CHANGE



श्री राशि

HAPPY JOURNEY

CLASS 3008

PNR NO. 241-1127776

TRAIN NO. DATE DATE K.M. ADULT CHILD

RESV UPTO

TICKET NO. 65470055

COACH SEATBERN SEX AGE TAUNORITY

RESV UPTO

COACH SEATBERN SEX AGE TAUNORITY

VANDANA PRINTING WORKS PVT. LTD.

SEALDAN RABHANI BOARDING NEW DELHI

18-03-2005

RS. THREE ZERO FOUR ZERO ONLY

SEALDAN RABHANI BOARDING NEW DELHI

12-03-2005

RS. THREE ZERO FOUR ZERO ONLY



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. II)/746

Dt. . 04.03.2005

From : Arnab Roy, IAS
Project Director, CMU

To : The Chairman
(As per list)

Sub : Pre-training discussion session on 09.03.2005 at 2 P.M.

Ref. : Training of Health Officers & Asstt. Health Officers in Public Health under Health component of KUSP at Moulana Azad Medical College at New Delhi during 14 - 18 March, 2005.

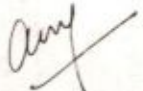
Sir,

A pre-training discussion session is scheduled on 09.03.2005 at 2 P.M. at Conference Hall of SUDA, ILGUS Bhavan, HC Block, Salt Lake. The participants are Health Officer & Asstt. Health Officer of your ULB. Dr. D.K. Raut, Prof. & Head, Dept. of Epidemiology, AIHH & PH - Course Co-ordinator and CMU personnel concerned.

You are requested to direct your Health officer & Asstt. Health Officer as per enclosed list to attend the Pre-training discussion session.

Encl: as stated

Yours faithfully,


Project Director, CMU

Memo No. CMU-94/2003(Pt. II)/740-1 (1)

Dt. . 04.03.2005

Copy forwarded for information and necessary action to :

Dr. D.K. Raut, Prof. & Head, Dept. of Epidemiology, AIHH & PH - with the request to participate in the pre-training discussion session.


Project Director, CMU

Contd. to P-2.



- 2 -

Memo No. CMU-94/2003(Pt. II)/ 740-2 (3)

Dt .. 04.03.2005

Copy forwarded for information and necessary action to :

1. Project Manager, CMU
2. Financial Adviser, CMU
- ✓ 3. Health Expert, CMU

A handwritten signature in black ink, appearing to be 'Anil', is written above the title of the Project Director.

Project Director, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pl. II)/746

Dt. 04.03.2005

From : Arnab Roy, IAS
Project Director, CMU

To : The Chairman

Sub : Pre-training discussion session on 09.03.2005 at 2 P.M.

Ref. : Training of Health Officers & Asstt. Health Officers in Public Health under Health component of KUSP at Moulana Azad Medical College at New Delhi during 14 - 18 March, 2005.

Sir,

A pre-training discussion session is scheduled on 09.03.2005 at 2 P.M. at Conference Hall of SUDA, ILGUS Bhavan, HC Block, Salt Lake. The participants are Health Officer & Asstt. Health Officer of your ULB, Dr. D.K. Raut, Prof. & Head, Dept. of Epidemiology, AIHH & PH - Course Co-ordinator and CMU personnel concerned.

You are requested to direct your Health officer & Asstt. Health Officer as per enclosed list to attend the Pre-training discussion session.

Encls: as stated

Yours faithfully,

Project Director, CMU

Memo No. CMU-94/2003(Pl. II)/740-1 (1)

Dt. 04.03.2005

Copy forwarded for information and necessary action to :

✓ Dr. D.K. Raut, Prof. & Head, Dept. of Epidemiology, AIHH & PH - with the request to participate in the pre-training discussion session.

Project Director, CMU

Contd. to P-2.

Office Supdt. Kalischn.
2588 18914



Memo No. CMU-94/2003(Pt. II) 740-2 (3)

Dt. .. 04.03.2005

Copy forwarded for information and necessary action to :

1. Project Manager, CMU
2. Financial Adviser, CMU
3. Health Expert, CMU

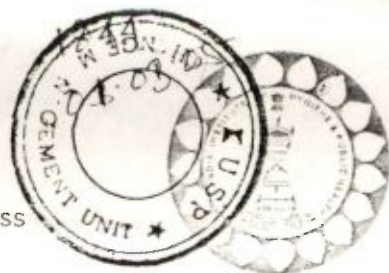
A handwritten signature in black ink, appearing to be 'Amf', is written above the title of the Project Director.

Project Director, CMU

Training of Health Officers and Assist. Health Officers in
Public Health under Health Component of KUSP
at Moulana Azad Medical College at New Delhi
during 14 - 18 March, 2005.

List of Participants :

Sl. No.	Name of the Municipality	Name of	
		Health Officer	Asstt. Health Officer
1	Barrackpore	Dr. Ashutosh Chowdhury (M)	-
2	Baranagar	Dr. Ajoy Kr. Mukhopadhyay (M)	-
3	Barasat	✓ Dr. Tapabrata Chowdhury (M)	✓ Dr. Swadesh Kr. Halder (M)
4	Dum Dum	Dr. Sushanta Kr. Paul (M)	-
5	Halisahar	✓ Dr. Diganta Chatterjee (M)	Dr. Partha Roy (M)
6	Kanchrapara	✓ Dr. Goutam Kr. Saha (M)	Dr. Suvra Das (M)
7	Kamarhati	-	✓ Dr. Gopa Basu (F)
8	Khardah	Dr. Ratan Majumder (M)	Dr. Debashish Chatterjee (M)
9	Madhyamgram	✓ Dr. Chandan Chatterjee (M)	Dr. Sukumar Biswas (M)
10	Naihati	✓ Dr. Sujay Kr. Bhattacharya (M)	Dr. Debajyoti Das (M)
11	New Barrackpore	Dr. Sankar Singha Roy (M)	Dr. Debatosh Das (M)
12	North Barrackpore	Dr. Apurba Paul (M)	-
13	North Dum Dum	✓ Dr. Sikha Malakar (F)	✓ Dr. Kakali Basu (F)
14	Panihati	Dr. Samir Kr. Sengupta (M)	Dr. P. Mazumder (M)
15	South Dum Dum	✓ Dr. Pankaj Kr. Gupta (M)	✓ Dr. Fullara Dhali (F)
16	Titagarh	✓ Dr. G.L. Sharma (M)	-



नार-पता

Tele-Address

स्वास्थ्य संस्थान, कलकत्ता

"HEALTHINST", KOLKATA

Phone : (O) 2241-3954 (Direct) / 2219-7848

2241-2860 & 2241-3831 (PBX)

(R) 033-2460-1889

Fax : 00-91-33-2241-8717, 2241-8508

00-91-33-2241-2539 (DIRECT)

E-mail : aiihph@cal.vsnl.net.in

भारत सरकार

GOVERNMENT OF INDIA

अखिल भारतीय स्वास्थ्य विज्ञान और जन स्वास्थ्य संस्थान

ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH

(स्वास्थ्य सेवा महानिदेशालय)

(DIRECTORATE GENERAL OF HEALTH SERVICES)

110, चित्तरंजन एवेन्यु, कलकत्ता - 700 073

110, CHITTARANJAN AVENUE, KOLKATA - 700 073, INDIA

DR. P. H. ANANTHANARAYANAN

M.B.B.S., M.D.

DIRECTOR

No.DIR/05/3314/131

Dated: 23.02.2005

To
Shri.A.K.Matilal,
Project Manager,C.M.U.,
Kolkata Urban Services for the Poor
ILGUS Bhawan,
HC Block,Sector-3,
Bidhannagar,Kolkata-700016

*Health Expert Re.
03/05*

*Original Copy
received.
03/05*

Sub: Training of Health Officers/Assist.Health Officers in Public Health under Health Component of KUSP.

Dear Shri.Matilal,

Kindly refer to your letter No.CMU-94/2003(pt.II)/648 dated 17..2.2005 on the subject cited above. In this connection I am acknowledging the receipt of the Demand Draft No.052485 dated 16.02.2005 amounting to Rs.4.72 Lakhs for the purpose referred above.

With regards,

Yours sincerely,

(Signature)
(P.H.ANANTHANARAYANAN)

CC:

Dr.D.K.Raut, Prof.&Head, Deptt.of EPID, AIIH&PH, Kolkata for information.

(P.H.Ananthanarayanan)

Phone : 2592-0429/6004, 2593-2028
Fax : 91-33-2592-6004

North Barrackpore Municipality

PALTA, P.O. BARRACKPORE
NORTH 24 PARGANAS
PIN-700120

Ref. No. 2640/Health/Health

Date 26.02.2005

From : Sri Madhusudan Ghose
Chairman,
North Barrackpore Municipality.

To : The Project Manager, CMU, KUSP,
ILGUS Bhawan, HC Block, Sector-3, Bidhannagar,
Kolkata-700106.

Health Expert Re.
Ch 1/3/05

Dear Sir,

In connection to your letter no. CMU-94/2003(Pt.II)/671 dated 18.2.2005. I like to inform you that Dr. Apurba Kr. Paul, Health Officer of our Municipality has purchased the Railway Ticket to attend the Training Programme on New Delhi by Sealdah Rajdhani Express on 12.3.2005 and reach there on 13.3.2005 and Return on 19.3.2005.

Dr. Pranab Roy, Asstt. Health Officer will not be able to attend the said training.

Thanking you,

Yours faithfully,

Ch
Chairman,

North Barrackpore Municipality.

Health Expert Fe.
12/05

Telephone No. 2561-5081
2535 9223

Fax No. 2540-8432 (033) No...394.....

Office of the Councillors, Garulia Municipality

From : *Smt. Usha Choudhary*
CHAIRMAN, GARULIA MUNICIPALITY
P.O. Garulia, Dist. North 24 Parganas.

To The Project Manager, C.M.U., KUSP
ILGUS Bhavan, H.C. Block, Sector-3, Bidhannagar,
Kolkata- 700006. Dated, Garulia 25-02- 2005.

Sub : Furnishing the name of Health Officer for
Training in Public Health under Health
Component of KUSP.

Ref : Your Memo No. 94/2003(Pt.II)/630 dt.10-2-05.

Sir,

With reference to above, I am to forward herewith the name of our Health Officer for the aforesaid training programme.

Name : Dr. Mrs. M. Manju
Designation: Health Officer

Thanking you.

Yours faithfully,

Usha Choudhary
Chairman
Garulia Municipality



Phone : 2592-0429/6004, 2593-2028
Fax : 91-33-2592-6004

North Barrackpore Municipality

PALTA, P.O. BARRACKPORE
NORTH 24 PARGANAS
PIN-700120

Ref. No. 2640/Non/Health

Date 26.02.2005

From : Dr. Madhusudan Ghose
Chairman,
North Barrackpore Municipality.

Health Exp. Re.
On 1/3/05

To : The Project Manager, CMU, KUSP,
(LUG Bhawan, HC Block, Sector-3, Bidhannagar,
Kolkata-700106.

Dear Sir,

In connection to your letter no. (CMU-94/2003(PT.II)/671 dated 18.2.2005. I like to inform you that Dr. Apurba K. Paul, Health Officer of our Municipality has purchased the Railway Ticket to attend the Training Programme on New Delhi by Sealdah Rajdhani Express on 12.3.2005 and reach there on 13.3.2005 and return on 19.3.2005.

Dr. Pranab Roy, Asstt. Health Officer will not be able to attend the said training.

Thanking you,

Yours Faithfully,

Chase
Chairman,

North Barrackpore Municipality.

OFFICE OF THE BOARD OF COUNCILLORS

KANCHRAPARA MUNICIPALITY

42, LENIN SARANI (EAST), KANCHRAPARA, NORTH 24 PARGANAS

☎ : 585-4354, FAX : 585-8247

No. 3517Dated, Kanchrapara, the 24.2.2005From : Sri Sankar Lal Basak,
Chairman, Kanchrapara MunicipalityTo : Sri A.K. Matilal, Project Manager,
CMU, KUSPILGUS BHAWAN, H.C. Block, Sector - III
Bidhannagar, Kolkata - 700 106*Health Dept Re.
28/2/05*Ref : Memo No. CMU - 94/2005 (pt. II) 667
dated 18.02.2005.

Dear Sir,

In reference to your above, I am to inform you that railway tickets for Dr. G.K. Saha, Health Officer, and, Dr. Subhra Das, Asstt. Health Officer of this Municipality have been purchased from this end (copy attached).

Thanking you,

Yours faithfully,

Basak 24.2.05
(Sankar Lal Basak)
Chairman
Kanchrapara Municipality .

*e/e**100% of con
25.2.05*



Office of the



Fax : 538-2664/0203
Ph. : 538-6442

MADHYAMGRAM MUNICIPALITY

P.O. : Madhyamgram DIST. : North 24 Parganas,
PIN—743275

Ref. No. MM/Chair/807/04-05.

Date - 24/05/05

The Project Manager,
Change Management Unit
Kolkata Urban Services for the Poor,
ILGUS Bhavan, H.C Block, Kolkata 700106.

Health Officer
24/05

Sub:- Training of Health Officer & Asst.
Health Officer in Public Health under K.U.S.P

Sir,

Kindly refer to your Memo NO. CMU-94/2003
(Pt-JJ)/630, dt. 10.02.2005.

The undersigned is pleased to forward the
names of Health Officer & Asst. Health Officer as hereunder

Health Officer :- Dr. Chandan Chatterjee Tel: 9830553771
Address:- 220, Main Road (East),
P.O. New Baraekpur. Kol-131

Asst. Health Officer :- Dr. Sukumar Biswas Tel: 9831153929
Address:- Biresk Pally, Madhyamgram. Kol-129.

The undersigned will be glad if you please order for & advise
accordingly. Thanking you,

Yours faithfully,

Molendra
10/05/05
Madhyamgram Municipality
North 24 Parganas

OFFICE OF THE MUNICIPAL COUNCILLORS OF BANSBERIA

P. O. BANSBERIA, DIST. HOOGHLY

No. 3754

Fax No - 033-2327251
033-2327318

From : - Sri Kanai Majumdar
Chairman, Bansberia Municipality

To : Sri Arnab Roy, Project Director CMU

Kolkata Urban for the Poor (KUSP)

Igus Bhavan, H.C. Block, Sector-3

Bidhannagore, Kolkata-75, Bansberia, the

Dear Sir,

Ref: Letter No. CMU-94/2003/509(40) dt. 11.01.05

Sub: Re-training of Health Functionaries of the UBS under KUSP Health Component

I am submitting the information regarding No. of different Categories of Health Functionaries existing under Health Component of KUSP attached to Bansberia Municipality, Hooghly as per proforma given in your letter for your information and necessary action.

Categories of Health Functionaries	Sanctioned no. of Functionaries	Sanctioned no. of Functionaries at present under UBS
HHM	29	35+35
PTS	6	14
STS	1	2+2
Pt.M.O.	1	2+2
U.H.I.O.	1	---
H.O.	---	---
A.H.O.	---	---
Total		99

Yours faithfully,

(DR. HARIPODA GHOSH)

Health Officer
Bansberia Municipality

Yours faithfully,

Chairman

Bansberia Municipality

13/01/05



Bkp. - 1 ✓

Bansher - 1

Baramb - 2

~~810~~

Dum Du - ~~2~~ 1

Kanchrapur - 2 ✓

Kamarkoti - 1

Nairkoti - 1

New Bkp - 2

North Bkp - 1. Apurba Pal - 9830 2178 82

North Dum - 2 ✓

Panikoti - 2

South Dum - 2

Titagarh - 1

Halischer - 2

~~Neelhyangma - 2~~

? Bhatpura - 1

25
Kharach - 2

Dr. ~~Manoj Kumar Khuntia~~
98301 70778
2568 1335 (A)

Training of 100 AHO in public
Health under ~~Health camp~~

KUSP, supported by DFID

DFID supported KUSP.

OFFICE OF THE BOARD OF COUNCILLORS

KANCHRAPARA MUNICIPALITY

42, LENIN SARANI (EAST), KANCHRAPARA, NORTH 24 PARGANAS

☎ : 585-4354, FAX : 585-8247

No. 3517

Dated, Kanchrapara, the 24.2.2005

From : Sri Sankar Lal Basak,
Chairman, Kanchrapara Municipality

To : Sri A.K. Matilal, Project Manager,
CMU, KUSP

ILGUS BHAWAN, H.C. Block, Sector - III
Bidhannagar, Kolkata - 700 106

*Health Dept. R -
Am 25/2/05*

Ref : Memo No. CMU - 94/2005 (pt. II) 667
dated 18.02.2005.

Dear Sir,

In reference to your above, I am to inform you that railway tickets for Dr. G.K. Saha, Health Officer, and, Dr. Subhra Das, Asstt. Health Officer of this Municipality have been purchased from this end (copy attached).

Thanking you,

Yours faithfully,


Sankar Lal Basak
(Sankar Lal Basak)
Chairman
Kanchrapara Municipality .

o/e

P.D

*NOTE of cm
25.2.05*

Date: Tue, 22 Feb 2005 20:23:12 +0530

From: "Dr.Deepak Raut" <drdkraut@vsnl.net>  Add to Address Book

Subject: Re: Training of HO & AHO

To: "Shibani Goswami" <dfidhhw@yahoo.com>

Dear Dr.Goswami,

Thanks for the mail.Unfortunately I could not open attachment which you sent to me may be due to some virus problems.Pl.bring the copy of the attachment whenever you come to discuss the future course of training programme.

With regards

Dr.D.K.Raut

Prof.& Head, Department of Epidemiology,
All India Institute of Hygiene & Public Health ,

110 C.R. Av.,Kolkata-700 073 (INDIA)

Ph.No.(O)+91 33 22412860/3831 Ext.210

(R)+91 33 2335 0666

(M)+91 33 9331823184

Fax No. +91 33 2241 8717/2888/2539/8508

E-mail:drdkraut@vsnl.net



KOLKATA URBAN SERVICES FOR THE POOR
C H A N G E M A N A G E M E N T U N I T

Memo No. CMU-94/2003(Pt. II)/704

Dt. .. 24.02.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
Halisahar Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt. II)/630 dt. 10.02.2005 and your reply thereof under memo no. 494/G/05 dt. 11.02.2005.

As nominated by you Dr. Diganta Chatterjee, Health Officer and Dr. Partha Roy, Asstt. Health Officer of your Municipality have been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participants are to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned immediately.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

A.K. Matilal

Project Manager, CMU
Dt. .. 24.02.2005

Memo No. CMU-94/2003(Pt. II)/704(2)
Copy forwarded for information and necessary action to :

Dr. Diganta Chatterjee, Health Officer, Halisahar Municipality,
Dr. Partha Roy, Asstt. Health Officer, Halisahar Municipality.

A.K. Matilal
Project Manager, CMU

TRAINING OF HEALTH OFFICERS/ASSISTANT HEALTH OFFICERS IN PUBLIC HEALTH

Introduction

Urban Local Bodies in Kolkata Metropolitan Area 1983-84.

The health infrastructure of ~~Kolkata Urban Municipal area~~ started in 1985 as World Bank aided project "Calcutta Urban Development Project" in which one honorary health worker was recruited per hundred families to provide ~~emergency primary medical care~~ *health care* and used to pay home to home visit for awareness generation for prevention and control of diseases. World Health Organization *WHO* evaluated the programme during 1990-91 & recommended establishment of one sub-centre for each 5000 population where there would be 5 honorary health workers- each looking after 1000 population- and one part-time medical officer to provide curative and preventive services. It was also recommended to set up specialised OPDs in these sub-centres and Municipal Maternity Homes for promoting Institutional Delivery. In World Bank aided IPP-VIII programme these curative and preventive services were extended to whole of the Calcutta Metropolitan Development Authority (CMDA) area covering a population of around 38 lakhs. The DFID had also recommended similar programmes to be instituted in 15 wards of Kolkata Municipal Corporation area in a participatory approach.

Presently under Kolkata urban services for the poor (KUSP), there is a plan to extend these programme in Kolkata Municipal Corporation areas and 40 adjoining municipalities. It is also a plan to extend this programme to another 21 municipalities through-out the state of West Bengal.

To extend the services to this vast number of population, it is important to augment the capacity of the municipal health infrastructure. It is also necessary to increase the knowledge among health officers of the municipal bodies regarding primary health care, Epidemiology, planning and management of health programmes.

The proposal on training workshop aims to improve the capacity of the municipal health officer and update their knowledge regarding the practice of community health and develop the appropriate epidemiological and managerial skills for its practical application.

Justification

West Bengal has been successful at reducing poverty in recent decades, with the proportion of people below poverty line falling from 55% in 1983 to 36% in 1993-94. These figures are close to the National average, but leaving 25 million people in poverty. Govt. of West Bengal currently developing a comprehensive health sector strategy and operational plans for the state. Through the proposed Health Services development Initiative (HSDI), it is envisaged to improve health status of poor people in West Bengal through enhanced and equitable utilization of quality health services.

Strengthen existing

The necessary funding for this programme is provided by DFID to implement "Kolkata Urban Services for the Poor"(KUSP). One of the important component under KUSP is to make available and accessible health services *to the urban poor* to the urban poor. Therefore it is proposed to conduct the training workshop for the health officers of municipality and

corporation to build their capacity and strengthen their skills for providing necessary ^{primary health care} medical care to poor sections of the population and plan, ~~manage~~ and implement ⁱⁿ important National Public health programmes in all the urban areas.

The following are the objective of the training programmes: //

Objectives:

1. To describe the concept of Public Health, Municipal Public Health laws and explain the role of HO/AHO in implementing them.
2. To explain the Principles of Epidemiology & disease causation and describe epidemiological study designs, the steps in epidemic investigation and methods for its prevention & control.
3. To up-date the knowledge of Reproductive & Child Health (RCH) including adolescent health, HIV/AIDS and principles of strengthening health services at different tier of service centres.
4. To orient important National Health Programmes and strategy for linkage with municipal health services for implementation for these programmes.
5. To develop managerial skills for effective implementation of National Health Programmes and explain the principles of planning, implementation and evaluation of programmes.
6. To describe the community health care services, National Health Policy and to develop the skills for Information Education and Communication for effective implementation of Community based Health Programmes.
7. To explain the disease surveillance & monitoring to improve health management information system to monitor, evaluate and control disease occurrence in the municipal areas.

Topics:

I. To explain the Principals of Epidemiology, disease causation and epidemiological study designs.

- i) Descriptive Epidemiology
- ii) Dynamics of disease transmission
- iii) Methods of prevention and control of communicable diseases
- iv) Epidemiological study designs with emphasis on observational studies for community diagnosis and health needs assessment of the people.

II. To describe the steps in epidemic investigation and methods for its prevention & control.

- i) Epidemic/Endemic, types of epidemics
- ii) Steps in Epidemic investigation
- iii) Prevention & control of an epidemic
- iv) Surveillance and monitoring for diseases

III. To describe municipal public health laws and explain the methods of environmental health & personal hygiene- food hygiene, water purification, sanitation of Hotels/Cinema, Fairs & Festivals.

- i) Principals of environmental health & personal hygiene
- ii) Food safety and hygiene

- iii) Water purification methods
- iv) Sanitation of Hotels/cinema, Fair & Festivals
- v) Municipal public health laws and offensive trade licence.

IV. To explain the components of important National Health Programmes for its implementation and management.

- i) Describe various important National Health Programmes and its planning, implementation and management.
 - a) Vaccine Preventable diseases e.g. Tuberculosis, Polio etc.
 - b) Integrated vector borne diseases including Malaria & Dengu
 - c) HIV/AIDS & STD
 - d) RCH & Adolescent health
 - e) Family planning & Population policy
 - f) Diarrhoeal diseases
 - g) Nutrition programme for children, pregnant & lactating mothers
 - h) Immunization programme
 - i) ICDS
 - j) KUDP
 - k) IPP-VIII
- ii) Develop linkages with municipal health services and draw action plan for implementation of National Health Programmes

V. To develop managerial skills for effective implementation of National Health Programmes and explain the principles of planning, implementation and evaluation of programmes.

- i) Role of Epidemiology in health planning and management
 - a) Health needs assessment
 - b) Prioritization of health problems.
- ii) Health care planning and management
 - a) Objectives of planning and management
 - b) Nature and principles of planning and planning cycle
 - c) Managerial and supervisory skills for quality control and sustenance
 - d) Strengthening of services at different tiers of service centres
 - e) Management of health care organization - introduction to organization theory, problems of organization strategy and management of human resources.
- iii) Evaluation of health programmes
 - a) Effectiveness of the programme
 - b) Efficiency of programme (cost-effective and cost-benefit analysis)
 - c) Impact of activities with respect to agreed goals and their achievements
- iv) Material management and inventory control
 - a) Need and scope of materials management- its objectives, principles & methods
 - b) Material requirement planning (drugs, vaccines, medicines etc.), methods and techniques of forecasting the supply.
 - c) Purchasing procurement and inventory management
- v) Health services research

- a) Assessment of quality care
 - b) Measurement of access to care
 - c) Targeting for high risk patients
 - vi) Quality improvement in health care
 - a) Methods to improve health care system
 - b) Elements for improvement, to identify and eliminate barriers to change
- VI. To explain the methods of community health services and community participation and develop leadership skills and conduct IEC activities for effective implementation of Health programmes.
- i) Community health care in India- Health situation in India, Health service philosophies, Community diagnosis and National Health Policy.
 - ii) Methods of Information Education and Communication (IEC) services in health care delivery system
 - iii) Family welfare programme and population policy

VII. To explain the disease surveillance & monitoring to improve health management information system to monitor, evaluation and control disease occurrence in the municipal areas.

- i) Definition of HIMS and its components
- ii) Overview of medical informatics
- iii) Meaning and scope- data, information, data processing, data processing cycle and system.
- iv) Computer software and data processing system with the use of available softwares -MS Excel, Access, Epi Info, SPSS etc.
- v) Hands on training of computer.

No. of participants - Approximately 80-90. There would be four training workshops each comprising of approx. 20-25 participants.

Venue - The workshops is proposed to be held at four places at Medical colleges or Public Health Institutes in four cities amongst the cities of Delhi, Chennai/Thrubananthapuram/Bangalore, Mumbai and Jaipur, according to the availability of places for accommodation and training.

Duration - 5 days excluding days of journey and return.

Programme schedule of training of HO/AHOs in Public Health

Date & Time	Topic	Speaker	Facilitator
Day- I 8.00 - 8.45am	Registration		
8.45 - 9.15am	Inaugural session		
9.15 - 9.30am	Tea break		
9.30 - 10.00	Pre course evaluation		
10.00 - 11.00am	Orientation to Principles of Epidemiology and epidemiological study design		
11.00- 12.00 noon	Group exercise		
12.00 - 1.00pm	Epidemiological triad and dynamics of disease transmission		
1.00- 2.00pm	Lunch break		
2.00 - 3.00pm	Methods of prevention and control of communicable diseases		
3.00 -3.15pm	Tea break		
3.15 - 4.15pm	Epidemic investigation and methods for prevention and control of epidemics	Dr. D.K. Raut, Prof. & Head, Dept. of Epidemiology, AIIH&PH, Kolkata	
4.15 - 5.15pm	Group exercise	Mr. S. Hazra, Statistician, AIIH&PH	

Date & Time Day- II	Topic	Speaker	Facilitator
9.30 - 10.30am	Principles of Environmental Health management - and methods of water disinfection and solid waste disposal in urban areas.		
10.30 -10.45am	Tea break		
10.45 - 11.45am	Municipal public health laws- role of health officers in its implementation		
11.45 - 1.00pm	Epidemiology & National programme for control of Diarrhoeal diseases- its scope and strategy		
1.00 - 2.00pm	Lunch break		
2.00 - 3.00pm	Acute respiratory tract infections - Prevention, control & management of		
3.00 - 3.15pm	Tea break		
3.15 - 4.15pm	National programme on vaccine preventable diseases- organising immunization sessions and outreach camps		
4.15 -5.30pm	ICDS programme with special emphasis on nutritional care of children, pregnant & lactating mothers		

Date & Time Day- III	Topic	Speaker	Facilitator
9.30 - 10.30am	Reproductive Child Health Programme including issues in Adolescent health		
10.30 -10.45am	Tea break		
10.45 - 11.45am	Epidemiology of HIV/AIDS its prevention and control	Dr. D.K. Raut, Prof. Head, Dept. of Epidemiology, AIH&PH, Kolkata	
11.45 - 1.00pm	National programme for Integrated vector borne disease control		
1.00 - 2.00pm	Lunch break		
2.00 - 5.30pm	Field visit to Municipal Corporation of Delhi		

Date & Time Day- IV	Topic	Speaker	Facilitator
9.30 - 10.30am	Effective communication in health		
10.30 - 10.45am	Tea break		
10.45 - 12.45pm	Health care planning and management		
12.45 - 1.45pm	Lunch break		
1.45 - 2.45pm	Health programme evaluation & quality improvement in health care services		
2.45 - 3.00pm	Tea break		
2.45 - 4.00	Material management and inventory control		
4.00 - 5.30pm	Primary health care & National health policy		

Date & Time Day- V	Topic	Speaker	Facilitator
9.30 - 10.30am	Recent trends in contraception - National Family Welfare Programme and National Population Policy		
10.30 - 10.45am	Tea break		
10.45 - 11.45am	Health management information system- an overview		
11.45 - 1.00pm	Exercise on Data management and application soft-wares in health management information system		
1.00 - 2.00pm	Lunch break		
2.00 - 4.15pm	Exercise on hands on training for data management in computer		
4.15 - 4.45pm	Post course evaluation		
4.45 - 5.30	Valedictory session		

Dr. DKRAUT e-mail: drdkraut@vsnl.net



Memo No. CMU-94/2003(Pt. II)/ 675

Dt. .. 18.02.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
South Dum Dum Municipality

Telephone
19.2.05

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. SDDM/UHIP/308 dt. 14.02.2005.

As nominated by you Dr. Pankaj Kr. Gupta, Health Officer and Dr. Fullara Dhali, Asstt. Health Officer of your Municipality have been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participants ~~to~~^{are} to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

Project Manager, CMU

Dt. .. 18.02.2005

Memo No. CMU-94/2003(Pt. II)/ 675 - (9)

Copy forwarded for information and necessary action to :

Dr. Pankaj Kr. Gupta, Health Officer, South Dum Dum Municipality,
Dr. Fullara Dhali, Asstt. Health Officer, South Dum Dum Municipality.

Project Manager, CMU



Memo No. CMU- SA / 2003 (Pt-II) / 677

Dt. .. 18.02.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
Baranagar Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. H/81 dt. 14.02.2005.

As nominated by you Dr. Ajoy Kr. Mukhopadhyay, Health Officer of your Municipality has been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participant is to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

A.K. Matilal
Project Manager, CMU

Dt. .. 18.02.2005

Memo No. CMU- SA / 2003 (Pt-II) / 677 -(2)

Copy forwarded for information and necessary action to :

Dr. Ajoy Kr. Mukhopadhyay, Health Officer, Baranagar Municipality.

A.K. Matilal
Project Manager, CMU



Memo No. CMU- 94/2003 (Pt-II)/676

Forwarded on 19-2-05 Dt. .. 18.02.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
Barrackpore Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. 1417/BM-CM/PH/2004-05 dt. 11.02.2005.

As nominated by you Dr. Ashutosh Chowdhury, Health Officer of your Municipality has been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participant is to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

A.K. Matilal
Project Manager, CMU

Memo No. CMU- 94/2003 (Pt-II)/676-(2)

Dt. .. 18.02.2005

Copy forwarded for information and necessary action to :

Dr. Ashutosh Chowdhury, Health Officer, Barrackpore Municipality.

A.K. Matilal
Project Manager, CMU



Memo No. CMU-94/2003(Pt. II)/ 679

Dt. .. 18.02.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
Rajarhat Gopalpur Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. 273/RGM-42/05 dt. 14.02.2005.

As nominated by you Dr. Sova Gupta, Health Officer and Dr. Apurba Kr. Ray, Asstt. Health Officer of your Municipality have been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participants ^{are} to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

Project Manager, CMU

Dt. .. 18.02.2005

Memo No. CMU-94/2003(Pt. II)/ 679 - (2)

Copy forwarded for information and necessary action to :

Dr. Sova Gupta, Health Officer, Rajarhat Gopalpur Municipality,
Dr. Apurba Kr. Ray, Asstt. Health Officer, Rajarhat Gopalpur Municipality.

Project Manager, CMU



Memo No. CMU-94/2003(Pt. II)/673

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
Panihati Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Faxed on 19.2.05 Dt. .. 18.02.2005

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. PM/Genl./KUSP/HO/688 dt. 14.02.2005.

As nominated by you Dr. Samir Kr. Sengupta, Health Officer and Dr. P. Mazumder, Asstt. Health Officer of your Municipality have been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participants ^{are} to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

Project Manager, CMU
Dt. .. 18.02.2005

Memo No. CMU-94/2003(Pt. II)/673- (2)

Copy forwarded for information and necessary action to :

Dr. Samir Kr. Sengupta, Health Officer, Panihati Municipality,
Dr. P. Mazumder, Asstt. Health Officer, Panihati Municipality.

Project Manager, CMU



Memo No. CMU-94/2003(Pt. II)/672

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
North Dum Dum Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. KUSP/458 dt. 15.02.2005.

As nominated by you Dr. Sikha Malakar, Health Officer and Dr. Kakali Basu, Asstt. Health Officer of your Municipality have been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participants ^{are} to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

Arun K. Swain

Project Manager, CMU
Dt. .. 18.02.2005

Memo No. CMU-94/2003(Pt. II)/672 - (2)

Copy forwarded for information and necessary action to :

Dr. Sikha Malakar, Health Officer, North Dum Dum Municipality,
Dr. Kakali Basu, Asstt. Health Officer, North Dum Dum Municipality.

Arun K. Swain

Project Manager, CMU



Memo No. CMU-94/2003(Pt. II)/671

Dt. .. 18.02.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
North Barrackpore Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. 2552/327/05(15) dt. 12.02.2005.

As nominated by you Dr. Dr. Apurba Paul, Health Officer and Dr. Pranab Roy, Asstt. Health Officer of your Municipality have been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participants ^{are} to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

Project Manager, CMU

Dt. .. 18.02.2005

Memo No. CMU-94/2003(Pt. II)/671 - (2)

Copy forwarded for information and necessary action to :

Dr. Apurba Paul, Health Officer, North Barrackpore Municipality,
Dr. Pranab Roy, Asstt. Health Officer, North Barrackpore Municipality.

Project Manager, CMU



Memo No. CMU-94/2003(Pt. II)/630

Dt. .. 18.02.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
New Barrackpore Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. NBM/KUSP/2872/04 dt. 14.02.2005.

As nominated by you Dr. Sankar Singha Roy, Health Officer and Dr. Debatosh Das, Asstt. Health Officer of your Municipality have been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participants ~~are~~ to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

Project Manager, CMU
Dt. .. 18.02.2005

Memo No. CMU- 94/2003 (Pt-II)/630-(2)

Copy forwarded for information and necessary action to :

Dr. Sankar Singha Roy, Health Officer, New Barrackpore Municipality,
Dr. Debatosh Roy, Asstt. Health Officer, New Barrackpore Municipality.

Project Manager, CMU



Memo No. CMU-94/2003(Pt. II)/ 663

Dt. .. 18.02.2005

Faxed on 19.2.05

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
Naihati Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. Nil dt. 14.02.2005.

As nominated by you Dr. Surjya Kr. Bhattacharya, Health Officer and Dr. Nityananda Saha, Asstt. Health Officer of your Municipality have been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participants ^{are} to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,
A.K. Matilal
Project Manager, CMU
Dt. .. 18.02.2005

Memo No. CMU-94/2003(Pt. II)/ 663 - (2)

Copy forwarded for information and necessary action to :

Dr. Surjya Kr. Bhattacharya, Health Officer, Naihati Municipality,
Dr. Nityananda Saha, Asstt. Health Officer, Naihati Municipality.

A.K. Matilal
Project Manager, CMU



Memo No. CMU-94/2003(Pt. II)/667

Dt. .. 18.02.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
Kanchrapara Municipality

*Forwarded on 19-2-05
Comm. to HO
over tele. on
18.2.05*

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. 3347 dt. 16.02.2005.

As nominated by you Dr. Goutam Kr. Saha, Health Officer and Dr. Suvra Das, Asstt. Health Officer of your Municipality have been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participants ^{are} to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

Project Manager, CMU
Dt. .. 18.02.2005

Memo No. CMU-94/2003(Pt. II)/667 - (1)

Copy forwarded for information and necessary action to :

Dr. Goutam Kr. Saha, Health Officer, Kanchrapara Municipality,
Dr. Suvra Das, Asstt. Health Officer, Kanchrapara Municipality.

Project Manager, CMU



Memo No. CMU-94/2003(Pt. II)/ 666

Dt. .. 18.02.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
Dum Dum Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

*FAKED on 19.2.05
copy to HO over
tele. on 18.2.05*

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. Nil dt. 14.02.2005.

As nominated by you Dr. Sushanta Kr. Paul, Health Officer and Dr. Sibabrata Das, Asstt. Health Officer of your Municipality have been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participant^{OP} to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

Arun B. Sumanal
Project Manager, CMU
Dt. .. 18.02.2005

Memo No. CMU-94/2003(Pt. II)/ 666 - (2)

Copy forwarded for information and necessary action to :

Dr. Sushanta Kr. Paul, Health Officer, Dum Dum Municipality,
Dr. Sibabrata Das, Asstt. Health Officer, Dum Dum Municipality.

Arun B. Sumanal
Project Manager, CMU



KOLKATA URBAN SERVICES FOR THE POOR
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. II)/665

Dt .. 18.02.2005

From : A.K. Matilal
Project Manager, CMU

*Faxed on
19.2.05*

To : The Chairman
Titagarh Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. 988 dt. 14.02.2005.

As nominated by you Dr. G.L. Sharma, Health Officer and Dr. S. Chakraborty, Asstt. Health Officer of your Municipality have been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participants ^{are} to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

Project Manager, CMU

Dt .. 18.02.2005

Memo No. CMU-94/2003(Pt. II)/665 - (7)

Copy forwarded for information and necessary action to :

Dr. G.L. Sharma, Health Officer, Titagarh Municipality,
Dr. S. Chakraborty, Asstt. Health Officer, Titagarh Municipality.

Project Manager, CMU



Memo No. CMU-94/2003(Pt. II)/ 668

Dt. .. 18.02.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
Kamarhati Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. 274/UHIP/KM dt. 14.02.2005.

As nominated by you Dr. Gopa Basu, Asstt. Health Officer of your Municipality has been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participant is to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

A.K. Matilal
Project Manager, CMU

Memo No. CMU-94/2003(Pt. II)/ 668 - (*)

Copy forwarded for information and necessary action to :

Dr. Gopa Basu, Asstt. Health Officer, Kamarhati Municipality.

Dt. .. 18.02.2005

A.K. Matilal
Project Manager, CMU



Office : 2514 2101 / 2990
Hospital : 2514 5418
IPP-VIII : 2514-1674

NORTH DUM DUM MUNICIPALITY

BIRATI, KOLKATA - 700 051.

No. NDDM./ KUSP/458

Dated 15.02.2005 200

To
Sri A.K. Matilal,
Project Manager, CMU, KUSP,
ILGUS BHAWAN, H.C. Block,
Sector - 3,
Bidhannagar, Kolkata - 700 106.

*Health Expert Re.
On 23/2/05*

Sub :- Training of Health Officer & Asstt.
Health Officer in Public Health
Component of KUSP.

Ref :- CMU-94/2003(Pt-33)/630 dt.10.2.05

S i r,

With reference to above please be confirmed that ~~that~~ the following Health Officer & Asstt. Health Officer will the captioned training course under Health component of KUSP.

1. Dr. Sikha Malakar, Health Officer, NDDM.
2. Dr. Kakali Basu, Asstt. Health Officer, NDDM.

Thanking you,

Yours faithfully,

(N. K. Naha)
Vice - Chairman,

North Dum Dum Municipality.



N. ROY/

1785
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1779
OFFICE OF THE BOARD OF COUNCILLORS

URGENT

KANCHRAPARA MUNICIPALITY

42, LENIN SARANI (EAST), KANCHRAPARA, NORTH 24 PARGANAS
P : 585-4354, FAX : 585-8247

No. - 3347

Dated, Kanchrapara, the 18/2/ 2005

From : **Sri Sankar Lal Basak,**
Chairman, Kanchrapara Municipality

To, **Shri A.K. Motilal**
Project Manager, CMU, KUSP
ILGUS Bhawan, H.C. Block, Sector - III
Bidhannagar, Kolkata - 700106

Health Expert
Am
27/2/05

Ref : Memo No. CMU_94/03 (pt:-33)/630
Dated 10.02.2005.

Dear Sir,

In reference to the above placed below please find the names of the Health Officer and Asstt. Health Officer of this Municipality for favour of your information and necessary action :

Health Officer : Dr. Goutam Kumar Saha
Asstt. Health Officer: Dr. Subhra Das.

Thanking you,

Yours faithfully,

Basak 16.2.05
Chairman
Kanchrapara Municipality.



Memo No. CMU-94/2003(Pt. II)/664

Dt. .. 18.02.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairman
Barasat Municipality

Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.

Comm. to HO over
tele. on 18.2.05

Sir,

Reference is invited to this office communication bearing memo no. CMU-94/2003(Pt.-II)/630 dt. 10.02.2005 and your reply thereof under memo no. Nil dt. 15.02.2005.

As nominated by you Dr. Tapabrata Chowdhury, Health Officer and Swadesh Kr. Haldar, Asstt. Health Officer of your Municipality have been detailed for participating in the 1st batch of the training programme of HO & AHO in Public Health and Management, organised by All India Institute of Hygiene & Public Health, to be held at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005.

The participants ^{are} to report to Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi - 110 002 at 8 A.M. on 14th March, 2005. As such the participant is to reach New Delhi by evening of 13th March, 2005 positively.

Railway ticket for to and fro journey (Kolkata to New Delhi and back) of the participant preferably in AC III Tier may kindly be arranged from your end. A feed back on railway reservation may please be forwarded to the undersigned by 22nd February, 2005.

Reimbursement of the cost of the railway ticket etc. will be made by CMU, KUSP on submission of relevant documents in due course. Further communication with regard to this training including daily allowance will be intimated to you shortly.

Yours faithfully,

Project Manager, CMU

Dt. .. 18.02.2005

Memo No. CMU-94/2003(Pt. II)/664 - (9)

Copy forwarded for information and necessary action to :

Dr. Tapabrata Chowdhury, Health Officer, Barasat Municipality,
Dr. Swadesh Kr. Haldar, Asstt. Health Officer, Barasat Municipality.

Project Manager, CMU



Memo No. CMU-94/2003(Pt. II)/648

Dt. 17.02.2005

From : A.K. Matilal
Project Manager, CMU

To : Dr. P.H. Ananthnarayanan, Director
All India Institute of Hygiene & Public Health
110, C.R. Avenue, Kolkata - 700 073.

Sub : Training of Health Officers / Assist. Health Officers in
Public Health under Health Component of KUSP.

Dear Dr. Ananthnarayanan,

Reference is invited to your communication bearing no. DIR/05/3301/131 dt. 14.02.2005 on the above subject. As requested by you, the Demand Draft bearing no. 052485 dt. 16.02.2005 on SBI for Rs. 4.72 lacs (Rupees Four lacs seventy two thousand) only in favour of "Director, A.I.I.H. & P.H., Kolkata" is sent towards the expenses for organising the 1st batch of training for Health Officers and Asstt. Health Officers at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005. Provisional list of the participants is also enclosed.

You are requested to take further necessary action accordingly and provide us detailed instruction regarding reporting date, time and accommodation with address for the participants.

Furthermore, we would like to complete 2nd & 3rd batch of training for Health Officers and Asstt. Health Officers during 4 - 8 April, 2005 at Jaipur and 2 - 6 May, 2005 at Thirubanthapuram respectively. Necessary action may kindly be taken from your end and confirmation in this regard may be forwarded to the undersigned.

Encl: * 2 **

Yours sincerely


A.K. Matilal

Memo No. CMU-94/2003(Pt. II)/648 - (1)

Dt. 17.02.2005

CC

Dr. D.K. Raut, Prof. & Head, Dept. of Epidemiology, All India Institute of Hygiene & Public Health for kind information and necessary action please.


A.K. Matilal

**Training of Health Officers and Assist. Health Officers in
Public Health under Health Component of KUSP
at Moulana Azad Medical College at New Delhi
during 14 - 18 March, 2005.**

List of Participants :

Hatischer - 2

Sl. No.	Name of the Municipality	Name of	
		Health Officer	Asstt. Health Officer
1	Barrackpore	Dr. Ashutosh Chowdhury (M) <i>2592-1926</i>	-
2	Baranagar	Dr. Ajoy Kr. Mukhopadhyay (M) <i>2577 0012</i>	-
3	Barasat	Dr. Tapabrata Chowdhury (M) <i>9331034068</i>	Dr. Swadesh Kr. Halder (M) <i>98307 36151</i>
4	Dum Dum	Dr. Sushanta Kr. Paul (M) <i>9433156670</i>	Dr. Sibabrata Das (M)
5	Kanchrapara	Dr. Goutam Kr. Saha (M) <i>9830543373</i>	Dr. Suvra Das (M)
6	Kamarhati	-	Dr. Gopa Basu (F) <i>9330974339</i>
7	Naihati	Dr. Sujaya Kr. Bhattacharya (F) <i>9830020495</i>	Dr. Nityananda Saha (M) <i>2580206918</i>
8	New Barrackpore	Dr. Sankar Singha Roy (M) <i>2537 5408</i>	Dr. Debatosh Das (M)
9	North Barrackpore	Dr. Apurba Paul (M) <i>9830217882</i>	Dr. Pranab Roy (M)
10	North Dum Dum	Dr. Sikha Malakar (F) <i>2512103410/9433340975</i>	Dr. Kakali Basu (F)
11	Panihati	Dr. Samir Kr. Sengupta (M) <i>9830127619</i>	Dr. P. Mazumder (M) <i>9433223089/25653380(R)</i>
12	Rajarhat Gopalpur	Dr. Sova Gupta (F) <i>9831276132</i>	Dr. Apurba Kr. Ray (M)
13	South Dum Dum	Dr. Pankaj Kr. Gupta (M) <i>9831182077</i>	Dr. Fullara Dhali (F)
14	Titagarh	Dr. G.L. Sharma (M) <i>9831057904</i>	Dr. S. Chakraborty (M)

Mpl 2501 0359 (Chairman)

Kanchrapara confirmed

North G.P. - 2592-0429

25598388

*Health Expert, CMU
17.2.05*

*Naihati Chairman
ES OPD - 25800290 (D)
Dr. Saha - 25817375*

कंप्यूटर द्वारा मुद्रित होने पर ही वैध
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 जारी करने वाली शाखा
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कीय क्र. CODE NO
 0 1612

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 INSTRUMENT FOR ₹50,000/- AND OVER IS VALID ONLY WHEN SIGNED BY TWO OFFICERS

DATE
 16/02/2005

मांगे जानेपर ON DEMAND PAY DIRECTOR, A.I.I.H & P.H., KOLKATA. *****
 *****DIRECTOR, A.I.I.H & P.H., KOLKATA*****

रुपये RUPEES

FOUR	SEVEN	TWO	ZERO	ZERO	ZERO
LAKHS	T' TSD	THSDS	HNDRS	TENS	UNITS

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प्राधिकृत हस्ताक्षरकर्ता AUTHORIZED SIGNATORY

शाखा प्रबंधक / BRANCH MANAGER

भारतीय स्टेट बैंक
 STATE BANK OF INDIA

कीय क्र. CODE NO
 0 8554

(हस्ताक्षर नमूना क्र०/S.S. NO. 2846) (हस्ताक्षर नमूना क्र०/S.S. NO.)

0117 SERVICE BR. CALCUTTA
 अदाकर्ता शाखा / DRAWEE BRANCH

0117052485

D-3876
 Swachha R. Dutta

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 INSTRUMENT FOR ₹50,000/- AND OVER IS VALID ONLY WHEN SIGNED BY TWO OFFICERS

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मांगे जानेपर ON DEMAND PAY DIRECTOR, A.I.I.H & P.H., KOLKATA. *****
 *****DIRECTOR, A.I.I.H & P.H., KOLKATA*****

रुपये RUPEES

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LAKHS	T' TSD	THSDS	HNDRS	TENS	UNITS

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शाखा प्रबंधक / BRANCH MANAGER

भारतीय स्टेट बैंक
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(हस्ताक्षर नमूना क्र०/S.S. NO. 2846) (हस्ताक्षर नमूना क्र०/S.S. NO.)

0117 SERVICE BR. CALCUTTA
 अदाकर्ता शाखा / DRAWEE BRANCH

0117052485

D-3876
 Swachha R. Dutta

⑈052485⑈ 000002000⑈ 000117⑈ 16

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Memo No. CMU-94/2003(Pt. II)

DL. 17.02.2005

From : A.K. Matilal
Project Manager, CMU

To : Dr. P.H. Ananthnarayanan, Director
All India Institute of Hygiene & Public Health
110, C.R. Avenue, Kolkata - 700 073.

Sub : Training of Health Officers / Assist. Health Officers in
Public Health under Health Component of KUSP.

Dear Dr. Ananthnarayanan,

Reference is invited to your communication bearing no. DIR/05/3301/131 dt. 14.02.2005 on the above subject. As requested by you, the Demand Draft bearing no. 052485 dt. 16.02.2005 on SBI for Rs. 4.72 lacs (Rupees Four lacs seventy two thousand) only in favour of "Director, A.I.I.H. & P.H., Kolkata" is sent towards the expenses for organising the 1st batch of training for Health Officers and Asstt. Health Officers at Moulana Azad Medical College, New Delhi during 14 - 18 March, 2005. Provisional list of the participants is also enclosed.

You are requested to take further necessary action accordingly and provide us detailed instruction regarding reporting date, time and accommodation with address for the participants.

Furthermore, we would like to complete 2nd & 3rd batch of training for Health Officers and Asstt. Health Officers during 4 - 8 April, 2005 at Jaipur and 2 - 6 May, 2005 at Thirubanthapuram respectively. Necessary action may kindly be taken from your end and confirmation in this regard may be forwarded to the undersigned.

Yours sincerely,

Encl: * 2 * *

Received DD No. 052485 dt. 16/02/05
for Rs. 4.72 Lacs

A.K. Matilal
A.K. Matilal

Memo No. CMU-94/2003(Pt. II)

DL. 17.02.2005

CC

Dr. D.K. Raut, Prof. & Head, Dept. of Epidemiology, Health & Family Welfare, All India Institute of Hygiene & Public Health for kind information and necessary action please!
110, C.R. Avenue, Kolkata-700 073

D.K. Raut
18/02/05
Dr. D.K. RAUT
Professor of Public Health
All India Institute of Hygiene & Public Health.

A.K. Matilal
A.K. Matilal

Handed over the receipt to
Mr. Joydeep and CMU office.

S. S. Ghosh
H.E 18.2.05

ILGUS BHAVAN, HC BLOCK, SECTOR 3, BIDHANNAGAR, KOLKATA 700106

Ph : 033-2334 2660, 2337 7315, 2358 6403/5767

Fax : 033-2337 7318/2358 5800

email: kuspcmu@vsnl.net

III. BUDGETARY AND FINANCIAL DETAILS:

- i. Total under the Project:
- ii. For Group Educational Activities:
- iii. Amount committed so far:

IV. EXPENDITURES AND ACTION REQUIRED FOR

	Amount (Rs.)
1. T. A. for <u>30</u> participants @ Rs. <u>5000</u> / <u> </u> each (Air/train/others)	150,000
2. Daily allowance for <u>25</u> (nos.) outside participants @ Rs. <u>1000</u> per day for <u>4</u> days	100,000
3. D. A. for <u>5</u> (nos.) local participants @ Rs. <u>800</u> per day for <u>3</u> days	12,000
4. D. A. for <u>2</u> (nos.) outstation experts @ Rs. <u>1100</u> per day for <u>4</u> days.	8,800
5. T. A. for <u>2</u> (nos.) outstation experts (air/train/others) @ Rs. <u>15,000</u>	30,000
6. D. A. for <u>5</u> (no.) local experts @ Rs. <u>1100</u> per day <u>4</u> days	22,000
7. Secretarial assistance (Please indicate rate of payment) @ Rs.250 per day for 30 days	7,500
8. Training Material (Files/folders, bags, pen, pencil, photocopy, etc.)	25,000
9. Banner, decoration, etc.	10,000
10. Hospitality expenses	
i. Lunch/Tea/Coffee for <u>40</u> persons @ Rs. <u>500</u> per day for <u>3</u> days	60,000
ii. Accommodations for 10 persons @ Rs.1,500 per day for 4 days	60,000
11. Educational expenses	
i. Conference Hall for 40 persons @ Rs. <u>200</u> Per day for 3 days	24,000
ii. Audio-visual aids	50,000
12. Consultancy & Co-ordination expenses @ Rs.2000 for 25 days	10,000
13. Report Publication	28,465
14. Contingencies @ 5 % of expenses	597,765
TOTAL: (Rupees Five Hundred ninety seven thousands, seven hundred sixty five only)	\$ 12,995

Note: Participants will be accommodated in the AIH&PH, Kolkata Guest rooms. Per Diem will not be given to participants staying in the Hotels. However, organizers will bear the hotel expenses maximum up to @ Rs. 1500 per day.

Name designation and complete address of the officer to whom the funds are to be released by WHO (state name of the bank, its address and account number, if any).

Signature with Official Stamp
Of the Issuing Officer

27. Acharya SK, Chakraborty P, Lahiri S, Raymahashay BC, Guha S, Bhowmik A. 1999. Arsenic poisoning in the Ganges delta. *Nature* 401:545.
28. Arsenic Groundwater Contamination in Middle Ganga Plain, Bihar, India: A Future Danger? Dipankar Chakraborti, Subhash C. Mukherjee, Shyamapada Pati, Mrinal K. Sengupta, Mohammad M. Rahman, Uttam K. Chowdhury, Dilip Lodh, Chitta R. Chanda, Anil K. Chakraborti, Gautam K. Basu. *Environmental Health Perspectives*, 2003, 111(9), 1194-1201.
29. Groundwater arsenic contamination and arsenicosis patients in Uttar Pradesh (UP)-India, First report, January 2004, School of Environmental Studies, Jadavpur University, Kolkata, India.
30. Groundwater arsenic contamination and people suffering from arsenicosis from Jharkhand state in Middle Ganga Plain, India Dipankar Chakraborti School of Environmental Studies, Jadavpur University, Kolkata 700032, India. School of Environmental Studies, JU
31. Groundwater arsenic in Uttar Pradesh (UP)-India, Dipankar Chakraborti School of Environmental Studies, Jadavpur University
32. Guha Mazumder, D.N. et al. (1998) Arsenic levels in drinking water and the prevalence of skin lesions in West Bengal, India. *International J. Epidemiol.* 27: 871-877.
33. Chowdhury et al. 2000b; Rahman et al. 2001). Chowdhury UK, Biswas BK, Chowdhury TR, Samanta G, Mandal BK, Basu GK, et al. 2000b. Groundwater arsenic contamination in Bangladesh and West Bengal, India. *Environ Health Perspect* 108:393-397.
34. Chakraborty A. K., Saha K. C., Arsenic dermatosis from tubewell water in West Bengal *Ind. J. Med. Res.* 1987;85: 326-334.
35. Guhamajumdar D.N., Chakraborty A. K., Ghosh. A, Gupta J. D., Chakraborty D. P., Dey. S.B., & Chattopadhyay .N., Chronic arsenic toxicity from drinking tubewell water in rural West Bengal - *Bulletin of WHO* . 1988.6(4):499-506.
36. Environmental Epidemiological study of Arsenic contamination in West Bengal (Abstract) Raut DK, Pandey GK, Majumder A, Nath KJ, Guhamajumder DN; 46th All India Annual Conference, IPHA (Souvenir), Kolkata, 25-27 Jan'02.
37. Biggs, M.L., Kalman, D.A., Moore, L.E., Hopenhayn-Rich, C., Smith, M.T., and Smith, A.H. (1997) Relationship of urinary arsenic to intake estimates and a biomarker of effect, bladder cell micronuclei. *Mutat. Res.* 386:185-195.
38. Buchet, J. P., Lauwerys, R., and Roels, H. (1981) Comparison of the urinary excretion of arsenic metabolites after a single dose of sodium arsenite, monomethylarsonate or dimethylarsinate in man. *Int. Arch. Occup. Environ. Health* 48:71-79.
39. Mäki-Paakkanen, J., Kurttio, P., Paldy, A., and Pekkanen, J. (1998) Association between the clastogenic effect in peripheral lymphocytes and human exposure to arsenic through drinking water. *Environmental Molec. Mutagen.* 32:301-313.
40. Kalman DA (1988) Quantitation of arsenic species in urine for exposure assessment studies. *J Res National Bureau Standards* 93: 315 - 317.

BUDGET for Unit Batch

1. DA for 5 nos. of outstations experts @ 1000 per day for 6 days	Rs 30000.00
2. TA for 5 nos. of outstations experts @ 20000	Rs100000.00
3. DA for 5 no. of local experts @ 1000 per day for 5 days	Rs 25000.00
4. Secretarial assistance @ 250 per day for 10 days	Rs 2500.00
5. Training material (file, folder, bag, pen, photography etc.)	Rs 20000.00
6. Banner decoration	Rs 5000.00
7. Hospitality expenses	
a) Accommodation for 5 experts @ 2000 per day x 5 days	Rs 50000.00
b) Accommodation for 25 participants @ 500 per day x 5 days	Rs 62500.00
c) Lunch, tea, coffee for 40 persons @ 400 per day x 5 days	Rs 80000.00
8. Educational Expenses	
a) Conference hall for 40 persons @ 200 per day x 5 days	Rs 40000.00
b) Audio - Visual Aid	Rs 5000.00
c) Travel expenses for field visit	Rs 5000.00
9. Consultancy and co-ordination expenses @ 2000 x 10 days	Rs 20000.00
10. Report publication	Rs 5000.00
11. Contingency expenses @ 5% of the total expenses	Rs 22500.00
TOTAL	Rs 472500.00

(Rupees Four lacs seventy two thousand five hundred) only

Note : The propose budget does not include the TA / DA of the participants (HO / AHO).

Job Responsibility of Health Officer

- Responsible for proper execution of all public health measures, adopted by the concerned municipality.
- Arrange for systematic inspection and enquiry in respect or sanitary condition in municipal areas through the employees appointed for such work and take steps or advise the municipality for their effective improvement.
- Take steps for prevention and control of endemic communicable diseases and health hazards in the areas of municipality.
- Arrange for regular inspection of water supply condition any foods sold at various sources / consumer ends and arrange for their analytical / clinical examination to avoid health hazards. He will inspect from time to time the sanitary conditions of cinema halls, hotels, restaurants and nursing homes etc. within the jurisdiction of municipality.
- Formulate scheme for improvement of health of the residents of the municipal area.
- Exercise supervision and administrative control of all personnels working under health wing of the municipality.
- Advise municipal authority on all health matters of the municipality.
- Supervise from time to time places of disposal of dead bodies and take effective steps for such disposal to prevent pollution.
- Act as Registrar of Birth and Death for all events of birth and death in municipal area and arrange for issuing the certificates of all events as per existing Government Rules.
- Control over all offensive trades and recommend for licence for such trades.
- Perform such other duties as assigned by the Chairman from time to time.
- Implement health based programme like ICDS, CUDP, IPP-VIII etc.

For Health Based Programmes the Job Responsibilities are mainly towards planning for implementation, monitoring and supervision of activities at various level as detailed below :

- Technical head for implementation of the programme.
- Function apropos direction of the Project Director and the Chairman.
- Organise training and capacity building programmes.
- Liaison with Supdt. of Sub Division Hospital, Chairman of the ULB, Project Director and State Head Quarter.
- Timely submission of Reports & Returns to the ACMOH, Project Director / Chairman and CCC.
- Arrange procurement of immunisation and FW materials.
- Receive stores, furniture, equipment, medicines and others and arrange to maintain Stock Register, and distribution of the same to the appropriate health facilities.
- Render guidance and instruction to the Part time Medical Officer, Second Tier Supervisor (STS) / Auxiliary Nurse Mid wife (ANM), Public Health Nurse (PHN) and other personnel concerned for effective functioning of outreach activities.
- Conduct periodical review meeting with grass root level functionaries, maintenance of minute book.
- Attend different meetings, seminars / workshops.

**Brief notes on Health Facilities and Services therefrom
under the community based health programme**

Services at Health Facilities

Health Facilities	Services
<p>Block - 1 block covering 750 - 1000 BPL population, manned by 1 HHW.</p>	<p>Honorary Health Worker (HHW) is to</p> <ul style="list-style-type: none"> • Carry out fortnightly home visit of each family. • Treatment of minor ailments at the door step of the beneficiaries and referral whenever needed. • Home distribution of ORS packet, Vitamin 'A', Iron and Folic Acid tablet, Condom and Oral Pill etc. • Motivate the community to avail health services. • Ensure active participation of the community in all health activities. • Conduct participatory group discussion, 1 such discussion per month with the target BPL population on various health issues i.e. <ul style="list-style-type: none"> - Age of marriage and first maternity, family size, temporary and permanent contraceptive methods. - Pregnancy care, danger signs, institutional delivery. - Child care i.e. breast feeding, weaning, immunisation including Vitamin 'A' in oil. - Management of diarrhoea and ARI. - RTI / STI / HIV / AIDs. - Adolescent Health Care. - Personal and environmental hygiene. • Arrange for immunisation of pregnant women and infants. • Mother and child nutritional care. • Awareness on National Health Programmes and its follow up. • Collect data on Mother and Child Health and fill the Family Schedule, prepare of HMIS reports and submit to FTS. • Have meeting with FTS fortnightly. • Collect Rs. 1 per visit and deposit in the Health Fund of the municipality. • Actively participate in implementation of different State Health Programmes.
<p>Sub - Centre (SC) - 1 SC covering 4000 - 5000 BPL population, manned by 1 First Tier Supervisor (FTS).</p>	<ul style="list-style-type: none"> • Antenatal / Postnatal Care. • Identification and referral of all pregnant women with danger signs and complicated postnatal cases. • Immunization clinic for pregnant women and infants. • Administration of Vitamin 'A'. • Growth monitoring. • Treatment of referred cases and referral of all complicated cases to referral centre. • Follow-up cases who are receiving drugs for treatment of malaria, TB, leprosy and other communicable diseases. • Distribution of Condom and Oral pill. • Organise awareness programmes on various issues of mother and child health and National Health Programmes with community women and mother leaders. • RTI, STI, HIV / AIDS awareness. • Monthly compilation of HMIS report received from HHWs.

Health Facilities	Services
<p>Health Administrative Unit (HAU) - Covering 30000 to 40000 BPL population, manned by Health Officer (HO) / AHO assisted by PTMO - 2, STS / ANM - 2,</p>	<ul style="list-style-type: none"> • 1 Sub-Health Centre is functioning from HAU. • All the functions of a sub-centre are carried out from the HAU. • Conduction of orientation, re-orientation training for different category of health personnel. • Monthly meeting with Health Officer/ Assistant Health Officer, Part-time medical officer, STS / ANM, First Tier Supervisor and Honorary Health Workers. • Preparation of action plan for sub-centres. • Preparation of municipality wise monthly reports and onward submission. • Adolescent health care. • Refer difficult cases to referral centres. • Store for logistics i.e. drugs, equipment etc. • Conduction of various I.E.C. programmes. • Extension of health activities of NGOs and CBOs. • RTI, STI, HIV / AIDS awareness. • Liaison with Govt. Health Offices / facilities.
<p>OPD cum Maternity Home including Diagnostic Centre - 1 per ULB, manned by MO - 2, Nurse - 3, Spl. Doctor - 3, Lab. Tech. - 1.</p>	<ul style="list-style-type: none"> • Services with regard to 3 Specialities like general medicine, G & O and Paediatrics provided from all the OPDs which are approved by the Dept. • In addition to above, most of the ULBs are also running other specialist services i.e. Eye, ENT, Surgery, Dental, Dermatology etc. out of their own fund. • 1 Diagnostic Centre is attached to each OPD where routine test for Pathology, Haematology, Biochemistry, X-ray, ECG, USG are being done. • 1 Maternity Home with 10 - 20 beds has been established for institutional delivery. Provision for surgical intervention (caesarean) has also been kept. • In addition to maternity cases, some gynecological and other cases (sterilisation, MTP, etc.) are also admitted for indoor care. • Collection of service charges and deposit in health fund account.

FAX & SPEED POST



तार-पता

Tele-Address

स्वास्थ्य संस्थान, कलकत्ता

"HEALTHINST", KOLKATA

Phone : (O) 2241-3954 (Direct) / 2219-7848

2241-2860 & 2241-3831 (PBX)

(R) 033-2460-1889

Fax : 00-91-33-2241-8717, 2241-8508

00-91-33-2241-2539 (DIRECT)

E-mail : aiihph@cal.vsnl.net.in

भारत सरकार

GOVERNMENT OF INDIA

अखिल भारतीय स्वास्थ्य विज्ञान और जन स्वास्थ्य संस्थान

ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH

(स्वास्थ्य सेवा महानिदेशालय)

(DIRECTORATE GENERAL OF HEALTH SERVICES)

110, चित्तरंजन एवेन्यु, कलकत्ता - 700 073

110, CHITTARANJAN AVENUE, KOLKATA - 700 073, INDIA

DR. P. H. ANANTHANARAYANAN

M.B.B.S., M.D.

DIRECTOR

Health Report
Am 18/2/05

NO. DIR/05/3301/131

Dated: 14/02/2005

To

Mr. A. K. Motilal

Project Manager

CMU, ILGUS Bhavan,

HC Block, Sector-III

Salt Lake- 700 106

Sub: Training of Health Officers/Asst. Health Officers in Public Health under Health Component of KUSP.

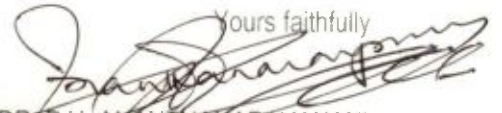
Dear Mr. A. K. Motilal,

Thank you for your memo no. CMU-94/2103/(Pt-II)598 dt. 02.02.05 for identifying our Institute to plan and organize the training workshop for Health Officers & Asst. Health Officers under KUSP. I would like to state that we are interested in this programme and look forward to work with your organization for improvement of health care delivery system for urban poor in Kolkata.

As per your recent letter no. CMU-94/2103/(Pt-II) dt. 08.02.05 I would like to inform you that Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi-110002 has been identified as a nodal officer to conduct the first training programme at New Delhi from 14-18th March 2005. You are requested to send the list of the participants along with a demand draft of Rs. 4.72 lakhs in the name of the Director, A.I.I.H & P.H, Kolkata latest by 14.02.2004 towards the expenses for organizing this programme.

You are also requested to contact Dr. D. K. Raut (Course Coordinator), Prof. & Head, Department of Epidemiology, All India Institute of Hygiene and Public Health, 110, C.R. Avenue, Kolkata 700 073, Ph. No.- (033)-2241-3831/2860 Ext.- 210, (033)-233-0666@, Fax no.- (033)-2241-8717/8508 to further discuss the modalities of conducting these training programme at other venues, under intimation to me.

This is for your information and needful action please.

Yours faithfully

(DR. P.H. ANANTHANARAYANAN)

Copy to:

1. Mr. Arnab Roy, Project Director, CMU- for information and necessary action please.
2. Dr. D.K. Raut, Prof. & Head- for further necessary action.

(DR. P.H. ANANTHANARAYANAN)

SPEED POST



तार-पता

Tele-Address

स्वास्थ्य संस्थान, कलकत्ता

"HEALTHINST", KOLKATA

Phone : (O) 2241-3954 (Direct) / 2219-7848
2241-2860 & 2241-3831 (PBX)

(R) 033-2460-1889

Fax : 00-91-33-2241-8717, 2241-8508

00-91-33-2241-2539 (DIRECT)

E-mail : aiihph@cal.vsnl.net.in

भारत सरकार

GOVERNMENT OF INDIA

अखिल भारतीय स्वास्थ्य विज्ञान और जन स्वास्थ्य संस्थान

ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH

(स्वास्थ्य सेवा महानिदेशालय)

(DIRECTORATE GENERAL OF HEALTH SERVICES)

110, चित्तरंजन एवेन्यु, कलकत्ता - 700 073

110, CHITTARANJAN AVENUE, KOLKATA - 700 073, INDIA

DR. P. H. ANANTHANARAYANAN

M.B.B.S., M.D.

DIRECTOR

Health Expert
18/2/05
NO. DIR/05/3301/131
Dated: 14/02/2005

To

Mr. A. K. Motilal
Project Manager
CMU, ILGUS Bhavan,
HC Block, Sector-III
Salt Lake- 700 106

Sub: Training of Health Officers/Asst. Health Officers in Public Health under Health Component of KUSP.

Dear Mr. A. K. Motilal,

Thank you for your memo no. CMU-94/2103/(Pt-II)598 dt. 02.02.05 for identifying our Institute to plan and organize the training workshop for Health Officers & Asst. Health Officers under KUSP. I would like to state that we are interested in this programme and look forward to work with your organization for improvement of health care delivery system for urban poor in Kolkata.

As per your recent letter no. CMU-94/2103/(Pt-II) dt. 08.02.05 I would like to inform you that Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi-110002 has been identified as a nodal officer to conduct the first training programme at New Delhi from 14-18th March 2005. You are requested to send the list of the participants along with a demand draft of Rs. 4.72 lakhs in the name of the Director, A.I.I.H & P.H, Kolkata latest by 14.02.2004 towards the expenses for organizing this programme.

You are also requested to contact Dr. D. K. Raut (Course Coordinator), Prof. & Head, Department of Epidemiology, All India Institute of Hygiene and Public Health, 110, C.R. Avenue, Kolkata 700 073, Ph. No.- (033)-2241-3831/2860 Ext.- 210, (033)-233-0666@, Fax no.- (033)-2241-8717/8508 to further discuss the modalities of conducting these training programme at other venues, under intimation to me.

This is for your information and needful action please.

Yours faithfully

(DR. P.H. ANANTHANARAYANAN)

Copy to:

1. Mr. Arnab Roy, Project Director, CMU- for information and necessary action please
2. Dr. D.K. Raut, Prof. & Head- for further necessary action.

(DR. P.H. ANANTHANARAYANAN)

District : North 24 Parganas

Sl. No.	ULBs	Name of	
		Health Officer	Asstt. Health Officer
1	Bhatpara	—	Dr. Bibha Bhasin letter 1/1/20
✓2	Barrackpore	Name not readable 2592-1926	—
3	Bidhannagar		
✓4	Baranagar	Dr. Ajoy Kr. Mukhopadhyay	—
✓5	Barasat	Dr. Tapaswata Choudhury	Dr. Swadesh K. Paul
✓6	Dum Dum	Dr. Sushanta Kr. Paul 25791655 (H.A.U.)	Dr. Sibabrata Das
7	Garulia	Dr. Manu. HO 9831066095	
✓8	Halisahar	Dr. Diganta Chatterjee 25857975(R)	Dr. Partha Roy
✓9	Kanchrapara	Dr. Goutam Kr. Saha	Dr. Suvera Das (M)
10	Khardah	Dr. Ratan Majumdar Ex. OP - 25533060	Dr. Debashish Chatterjee
✓11	Kamarhati	—	Dr. Gopa Barua
✓12	Madhyamgram	Dr. Chandan Chatterjee 9830553771	Dr. Sukaman Bhowmik 9821153929
✓13	Naihati	Dr. Surjay Kr. Bhattacharya (M)	Dr. Nityananda Saha
✓14	New Barrackpore	Dr. Sankar Singha Roy	Dr. Debatosh Das
✓15	North Barrackpore	Dr. Apurba Paul	Dr. Pranab Roy
✓16	North Dum Dum	Dr. Sikha Mohakar	Dr. Kakali Baner
✓17	Panihati	Dr. Samir K. Sengupta	Dr. P. Mazumder
✓18	Raharhat Gopalpur	Dr. Sova Gupta	Dr. Apurba Kr. Ray
✓19	South Dum Dum	Dr. Pankaj Kr. Gupta	Dr. Fullara Dhali
✓20	Titagarh	Dr. G.L. Sharma 9831057904	Dr. S. Chakraborty

Received 2/11/2005 12:36 PM



Executive Officer,
Halisahar Municipality.

Yours faithfully,

Thanking you,

- 1. Dr. Dignata Chatterjee - Health Officer.
- 2. Dr. Partha Roy - Assistant Health Officer

With reference to the above noted subject, I am to inform you of Health Officer & Asst. Health Officer as required by you for training programme under KUSP.

Dear Sir,

Ret : Your letter dt. 10.02.2005.

Sub : Training of Health Officer & Asst. Health Officer under Health Component of KUSP.

To : The Project Manager,
CNC, KUSP, Salt Lake,
Kolkata.

From : The Executive Officer,
Halisahar Municipality.

*Health Officer
On 15/2/05*

Date: 11.2.05

No. - 729/8/05

PIN-743134

OFFICE OF THE BOARD OF COUNCILLORS
HALISAHAR MUNICIPALITY
P.O. HALISAHAR, NORTH 24 PARGANAS.

Phone No 2588-8414
2585-3172

Fax No 25850226

Health Expert Re.
On 15/2/05

(20)

15.2.05

033-2337-7318

Phone: 2501-0358
2501-7736
Received 2/14/2005 2:04 PM

Office of the Board of Councillors of Titagarh Municipality

No. 988

From:

Sri Bhola Nath Upadhyay
Chairman, Titagarh Municipality

To

Sri A.K. Matilal,
Project Manager, CMU,
Ilgus Bhavan, MC Block, Sector-3, Bidhannagar, Kolkata - 106.

Dated, Titagarh the 14th February 2005.

Sub :- Training of Health Officer & Asstt. Health Officer.

Dear Sir,

With reference to your letter No.94/2003(Pt-II)/630 dated 10.02.2005, the names of Dr. G. L. Sharma, Health Officer and Dr. S. Chakraborty, Asstt. Health Officer for the training in Public Health, Planning and management to be organised at New Delhi during 3rd week of March.

This is for your information and necessary action.

Thanking you,

Yours faithfully,

B. N. Upadhyay

CHAIRMAN.

Memo No.

SDDM/UHIP/ 308



2551 - 2357
Phone : 2551 - 2743
2549 - 8388

Office of the Councillors of South Dum Dum Municipality
NAGERBAZAR • KOLKATA - 74

From :

Shri Srihar Bhattacharjee

Chairman

SOUTH DUM DUM MUNICIPALITY

To

Project Manager
Change Management Unit,
KUSP, ILGUS Bhavan,
HC-Block, Salt Lake.

Dated 14-2-05 200

Dear Sir,

Sub: Training of H.O. & A.H.O.
Ref: No-CMU-94/2003(pt-33)/630
date:10-2-05.

This is to inform you that the following person will attend the Training Programme on Public Health Organise by KUSP.

1. DR. PANKAJ KR. GUPTA-Health Officer.
2. DR. FULLARA DHALI- Asstt.H.O.

Kindly confirm,

Thanking you,

Yours faithfully,

[Signature]
Chairman.

Health Expert -
[Signature]
15/2/05

Office Of The
Rajarhat-Gopalpur Municipality

RAGHUNATHPUR, KOLKATA-700 059

ESTD.-1994

CHAIRMAN :
TAPASH CHATTERJEE

VICE-CHAIRMAN :
BHUPATI SENGUPTA

Ref. No. 276/RGM 42/05

Date 14.2.2005



Health Expert Fe.
Om 15/2/05

To,
The Project Manager, CMU,
ILGUS Bhevan,
Saltlake, Kolkata - 105.

SUB : TRAINING OF HEALTH OFFICER & ASSISTANT HEALTH OFFICER.

REF : CMU-94/2003 (PT. - II)/630 DT. - 10.02.2005.

cmu

Sir,

In connection with the above I am sending herewith the names of Health Officer & Assistant Health Officer for the training in the 1st batch organised at New Delhi during 3rd week of March, 2005.

Health Officer - Dr. Sova Gupta.

Assistant Health Officer - Dr. Apurba Kr. Ray.

Thanking you.

Yours faithfully,

TAPASH CHATTERJEE

Chairman,

Rajarhat-Gopalpur Municipality



17

Phone : 2553-2909/2563-4457

Fax : 2553-1487

Office of
The Municipal Councillors
of Panihati

PANIHATI, 24 PARGANAS (N)
PIN. : 700114

From: Sri Monoranjan Sarkar
Chairman.

No: PM/Gm/KVSP/HD/688

Dated, 14-02-2005.

To
Sri A.K.Motilal
Project Manager, C.M.U.,
ILGUS BHAWAN
H.C.Block, Sector-III,
Bidhannagore,
Kolkata-700106.

Health Expert Re
15/2/05

Sub:- Training of Health Officer,
Asstt.Health Officer, under
Component of K.U.S.P.

Sir,

In response to your Memo No.C.M.U - 94/2003(Pt.33)/630 dated 10.2.2005 I am sending herewith the following names of Health Officer and Asstt.Health Officer of this Municipality for the proposed training cited above.

This is for favour of your kind information and necessary action.

Yours faithfully,

(Signature)
Chairman

Panihati Municipality

<u>Sl.No.</u>	<u>Name</u>	<u>Designation</u>
1.	Dr.Samir Kr.Sengupta	Health Officer
2.	Dr.P.Mazumder	Asstt.Health Officer

Office : 2514 2101 / 2590
Hospital : 2514 5418
PP-VII : 2514-1574



NORTH DUM DUM MUNICIPALITY

BIRATI, KOLKATA - 700 051.

NO. 702121 / KUSP/458

Dated 15.02.2005

To
Sri A.K. Matilal,
Project Manager, CMU, KUSP,
ILCOB BHAWAN, H.C. Block,
Sector - 3,
Siddhynagar, Kolkata - 700 106.

Sub :- Training of Health Officer & Asstt.
Health Officer in Public Health
Component of KUSP.
Ref :- CMR-84/2003(95-33)/830 dt. 15.2.05

S I R,

With reference to above please be confirmed that
~~that~~ the following Health Officer & Asstt. Health Officer
will attend the captioned training course under Health component
of KUSP.

1. Dr. Sikha Malakar, Health Officer, NDDM.
2. Dr. Kakali Basu, Asstt. Health Officer, NDDM.

Thanking you.

Yours faithfully,

(K. K. Saha)
Vice - Chairman,
North Dum Dum Municipality



R.ROY/

Phone : 2592 0429/6004, 2593-2028

Fax : 91-33-2592-6004

North Barrackpore Municipality

PALTA, P.O. BARRACKPORE

NORTH 24 PARGANAS

PIN-700120

Ret. No. 2552/367/05 (15)

Date. 12.2.2005

From: Sri Madhusudan Ghose,
ChairmanTo: Sri A. K. Matilal
Project Manager, CMU
ILGUS BHAWAN, HC Block
Sector - 3, Bidhannagar,
Kolkata-700106

Health Expert
14/2/05

Sir,

With reference to your Memo No. CMU-94/2003 (Pt. II) / 630 dated 10.02.2005, this is to inform you that Dr. Apurba Paul, Health Officer and Dr. Pranab Roy, Asst. Health Officer of this municipality will attend the training programme.

Thanking you,

Yours faithfully,

Chairman
Chairman

dkr.



14

Phone : 2537 5408

Fax : 2537 1006

NEW BARRACKPORE MUNICIPALITY

NEW BARRACKPORE, KOLKATA - 700 131

Chairman : Sri Mrinalendu Banerjee

Vice-Chairman : Smt. Archana Sen

Memo No. : NBM/KUSPP/2872/04

Date 14/02/2005

To

The project Manager(CMU)
KUSP,
ILGUS Bhavan,
Salt Lake City, Kolkata - 106.

Health & pub. fe.

15/2/05



15-2-05

Dear Sir, Sub : Training of Health Officer & Assistant Health Officer in public Health under Health Component of K U S P.

With reference to your letter No. CMU/94/2003(Pt.II)/630 dated 10/02/2005 I am forwarding the names of Dr. Sankar Singha Roy, Health Officer and Dr. Debatosh Das, Asstt. Health Officer of this Municipality for proposed training programme under Health Component of KUSP.

This is for your information and necessary action.

Thanking you,

Yours faithfully,

Chairman,

New Barrackpore Municipality

Chairman,

New Barrackpore Municipality

No.

Office of the Board of Councillors
NAIHATI

Phone No. 2581-2098

Dated 14-02-2005

From :

Sri Rabindra Bhattacharya

Chairman / ~~Member~~

NAIHATI MUNICIPALITY

To,

Sri A.K. Matilal,

Project Manager, CMU.

Ilgus Bhavan, HC Block,

Sector - 3,

Bidhanagar, Koi - 700106.

Sub : Training of H.O. & A.H.O.

Ref : CMU - 94/2003(pt 38)/630 dt : 10.2.05.

Health Officer : Dr. Surjya Kumar Bhattacharya.
Phone No. 98300 20495.

Astt. Health Officer : Dr. Nityananda Saha.
Phone No. 2580 2064.

Letter follows.

Received 2/14/2005 11:41 AM



Office of the

12

538-2664/0203
Fax & Ph.: 538-6442

MADHYAMGRAM MUNICIPALITY

P.O. : Madhyamgram DIST. : North 24 Parganas,
PIN—743275

Ref. No. _____

Date _____

The Project Manager,
Change Management Unit
Kolkata Urban Services for the Poor,
ILGUS Bhavan, HC Block, Kolkata 700106.

Health Expert Re.
18/2/05

Sub:- Training of Health Officer & Asst.
Health Officer in Public Health under K.U.S.P

Sir,

Kindly refer to your Memo NO. CMU-94/2003
(Pt-JJ)/630, dt. 10.02.2005

The undersigned is pleased to forward the
names of Health Officer & Asst. Health Officer as hereunder

Health Officer:- Dr. Chandan Chatterjee Tel: 9830553771
Address:- 220, Main Road (East),
P.O. New Barrackpur. Kol-131

Asst. Health Officer: Dr. Sukumar Biswas Tel: 9831153929
Address:- Biresk Pally, Madhyamgram. Kol-129.

The undersigned will be glad if you please order & advise
accordingly. Thanking you,

Yours faithfully,
- [Signature] 18/2/05

F A X

11

Kamarhati Municipal Office

Phone : 2564-9580
2564-8646

1, M. M. FEEDER ROAD,
(Rathtala)
KOLKATA-700 058



Ref. No. 274/UHIP/KM

Date 14.02.2005

To,
Mr. A.K.Matilal
Project Manager, CMU
Ilgus Bhavan, HC Block, Sector-3, Bidhannagar,
Kolkata-700106.

Health Expert Re.
Jan 15/2/05
Dr. 15.2.05

Sir,

In pursuance of your Memo No. CMU-94/2003(pt-33)/630 dt.10.02.05
in relation to Training of Health Officer / Assitant Health officer
I am forwarding herewith the name of Trainee Dr. Gopa Basu, AHO
of UHIP/IPP-VIII Under Kamarhati Municipality.

Please Acknowldage & oblige.

Thanking You,

Your Sincerly,

Chairman
Chairman,
Kamarhati Municipality.

Office of the Municipal Councillors of Khardah

B. T. Road, Khardah

From :

*Braja Gopal Saha*Chairman
Khardah Municipality

To..... Sri A. K. Matilal,
Project Manager, Change Management Unit,
Kolkata Urban Services for the Poor, ILGUS Bhavan,
H.C. Block, Sector - 3, Dated, Khardah the..... 17.2.2005.
Bidhan Nagore, Kolkata-106.

Reference :

Subject :

Health Expert for
18/2/05

"TRAINING OF HEALTH OFFICER & ASST. HEALTH OFFICER IN
PUBLIC HEALTH UNDER HEALTH COMPONENT OF K.U.S.P."

sir,

PD

With reference to your letter No. CMU-94/2003
(Pt-35)/630 dated 10-2-2005, I would like to nominate
the following two persons holding the post of Health
Officer and Assistant Health Officer under this U.L.B.
~~appointed~~ for taking part in the Training Programme
organised by C.M.U.

Sl.No.	Name	Designation
1.	DR. RATAN MAJUMDER	HEALTH OFFICER
2.	DR. DEBASHISH CHATTERJEE	ASSISTANT HEALTH OFFICER

Thanking you,

Yours faithfully,

Besala
Chairman,
Khardah Municipality

OFFICE OF THE BOARD OF COUNCILLORS

KANCHRAPARA MUNICIPALITY

42, LENIN SARANI (EAST), KANCHRAPARA, NORTH 24 PARGANAS
☎ : 585-4354, FAX : 585-8247

No. 3347Dated, Kanchrapara, the 16/2/ 2005

From: **Sri Senkar Lal Basak,**
Chairman, Kanchrapara Municipality

To, **Sri A.K. Motilal**
Project Manager, CMU, KUSP
ILGUS Bhawan, H.C. Block, Sector - III
Bidhannagar, Kolkata - 700106

Ref : Memo No. CMU-94/03 (pt.-33)/630
Dated 10.02.2005.

Dear Sir,

In reference to the above placed below please find the names of the Health Officer and Asstt. Health Officer of this Municipality for favour of your information and necessary action :

Health Officer : Dr. Goutam Kumar Saha
Asstt. Health Officer: Dr. Subhra Das.

Thanking you,

Yours faithfully,

Senkar 16.2.05
Chairman
Kanchrapara Municipality.

Form No 25850226

Phone No 2588-8414
2585-3172

**OFFICE OF THE BOARD OF COUNCILLORS
HALISAHAR MUNICIPALITY**

P.O. HALISAHAR, NORTH 24 PARGANAS.

PIN-743134

No. 494/02/05

Date 11.2.05

From : The Executive Officer,
Halisahar Municipality.

To : The Project Manager,
CMC, KUSP, Salt Lake,
Kolkata.

*Health Expert Fe.
Am 15/2/05*

Sub : Training of Health Officer & Assist.
Health Officer under Health Compo-
nent of KUSP.

Ref : Your letter dt. 10.02.2005.

Dear Sir,

With reference to the above noted subject, I am to inform you ^{names} of Health Officer & Assist. Health Officer as required by you for Training Programme under KUSP.

1. Dr. Diganta Chatterjee - Health Officer.
2. Dr. Partha Roy - Assistant Health Officer

Thanking you,

Yours faithfully,



[Signature]
11/2/05
Executive Officer,
Halisahar Municipality.

Office of the Municipal Councilors of Dum Dum

No. _____

From :

Sri Dipak Bhattacharya

CHAIRMAN

DUM DUM MUNICIPALITY

KOLKATA-28

To

The Project Manager, C.M.U.,
K.U.S.P.

Dated, Dum Dum _____ 200

Sub :- Training of Health Officer & Assit. Health officer in
public Health ~~officer~~ under Health Component of KUSP.

P.O. (Health)
sir,

In reference to your letter dated 10-2-05 (Memo No--
CMU-94 /2003 (Pt II) / 630), the name of the Health officer,
and Assit. Health officer of Dum Dum Municipality is given
below.

Sl.No.	Name	Designation
1.	Dr. Sushanta Kr. Paul	Health officer
2.	Dr. Sibabrata Das	Assist. Health officer

Sahakar
14/2/05
Chairman
Dum Dum Municipality.

MEMO NO.

5

2562-3211
2562-3535

Office of the Municipal Councillors of Barasat
Rishi Bankim Chandra Chatterjee Street
Barasat, Kolkata - 700 124

From : Pradip Chakraborty,
Chairman / ~~Vice Chairman~~ Barasat Municipality

To A.K. Motilal.
Project Manager C M U.

CMU

Health Expert
On 18/2/05

Dated Barasat the _____

Sub. Training of Health Officer & Assist.
Health officer in public Health under
Health component of K U S P.

Sir,
Consequent upon your Memo No C M U- 94/2003
(pt-33) 630 dated 10.2.2005 it is to request
you to enrolle the Following nemes for training

Please expedite right steps for the purpose

- 1) Dr. Tapabrata Chowdhury,
H O. Barasat Municipality.
- 2) Dr. Swadesh Kr. Halder,
Asstt.H.O. Barasat Municipality.

Yours faithfully.

P. Chatterjee
Chairman
Barasat Municipality

PHONE : 577-6595 / 0012
Fax : 577-1071

Baranagar Municipal Office

87, DESHBANDHU ROAD (East), CALCUTTA-700 035

MEMO NO. H/81

Dated, the 14.2.05

To
The Project Manager,
C.M.U.
Kolkata Urban Services for the Poor,
ILGUS Bhavan, HC Block 3, Bidhannagar,
Kolkata - 700 106.

Health Deptt. H.
17/2/05

Sir,

Sub:- Training of Health Officer in Public Health
under Health Component of KUSP.

In context of the above subject, this is to inform you that
Dr. Ajay Kumar Mukhopadhyay, Health Officer of this Municipality
will undergo the Training Course at New Delhi to be held during
3rd week of March, 2005.

Thanking you,

Yours faithfully,

Chairman



BARRACKPORE MUNICIPALITY

B.T. Road, P.O. Talpukur, North 24 Parganas

Memo No. 1417/BM-EM/PA/2004-05

Dated 11.02.2005

From :

MAHADEB GHOSH

Chairman

*Health Expert Fe.
18/2/05*

To
Mr. A.K. Motilal
Project Manager
KUSP ILGUS Bhavan
H.C. Block, Sector-3
Bidhannagar, Kolkata - 700 106.

Sub.: Training of Health Officer & Asstt. Health Officer in Public Health under Health Component of KUSP.

Dear Sir,

With reference to your letter, dt. 10.02.05 on the above subject the undersigned is ^{pleased} placed to forward herewith following names for the training to be held at New Delhi during 3rd week of March '05.

Sl.no.	Name	Designation	Address & Phone No.
1.	Dr. Ashutosh Chowdhury	Health Officer	49, ABN Sarani, Barrackpore. Ph.No.: 2592-1926
2.	Dr. P.K. Biswas	P.T.M.O. <i>X</i>	Ph.No.: 2592-4006

Further instruction in this matter may follow in due course.

Thanking you,

Yours faithfully,

Maha Deb Ghosh
Chairman
Barrackpore Municipality

From :

Sri Ram Prasad Kundu

Chairman

BHATPARA MUNICIPALITY

P. O. Bhatpara, North 24 Parganas.



Office : Main—2581-2082
 Branch—2586-2580
 Resi.—2581-3142
 Fax No —2581-1318

To

The Project Manager, CMU
 KUSP, ICGS BHAVAN
 HC Block, Sector—3, Bidhan-
 nagar, Kolkata—700106

Ref. No. BM/KUSP/52

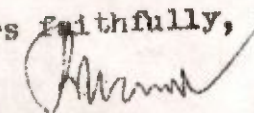
Date 15th Feb. 2005

Sub :- Training of Health officer/Asst. H.O.
 in Public Health under Health competent
 of KUSP

Sir,

I have the honour to let you know that there is
 no Health Officer at present in the Bhatpara Municipality.
 As such the Asst. Health officer Dr. Bibha Biswas will
 participate in the said training in the 1st batch,
 considering the volume of the municipality.

Yours faithfully,


 Chairman,
 Bhatpara Municipality.

Received 2/15/2005 3:13 PM



तार-पता Tele-Address

स्वास्थ्य संस्थान, कलकत्ता

"HEALTHINST", KOLKATA

Phone : (O) 2241-3954 (Direct) / 2219-7848

2241-2860 & 2241-3831 (PBX)

(R) 033-2460-1889

Fax : 00-91-33-2241-8717, 2241-8508

00-91-33-2241-2539 (DIRECT)

E-mail : aiihph@cal.vsnl.net.in

भारत सरकार

GOVERNMENT OF INDIA

अखिल भारतीय स्वास्थ्य विज्ञान और जन स्वास्थ्य संस्थान

ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH

(स्वास्थ्य सेवा महानिदेशालय)

(DIRECTORATE GENERAL OF HEALTH SERVICES)

110, चित्तरंजन एवेन्यू, कलकत्ता - 700 073

110, CHITTARANJAN AVENUE, KOLKATA - 700 073, INDIA

DR. P. H. ANANTHANARAYANAN

M.B.B.S., M.D.

DIRECTOR

Health Expertise
Dr. P.H. Ananthanarayanan
No. DIR/05/3301/131
Dated: 14/02/2005

To
Mr. A. K. Motilal
Project Manager
CMU, ILGUS Bhavan,
HC Block, Sector-III
Salt Lake- 700 106

Sub: Training of Health Officers/Asst. Health Officers in Public Health under Health Component of KUSP.

Dear Mr. A. K. Motilal,

Thank you for your memo no. CMU-94/2103/(Pt-II)598 dt. 02.02.05 for identifying our Institute to plan and organize the training workshop for Health Officers & Asst. Health Officers under KUSP. I would like to state that we are interested in this programme and look forward to work with your organization for improvement of health care delivery system for urban poor in Kolkata.

As per your recent letter no. CMU-94/2103/(Pt-II) dt. 08.02.05 I would like to inform you that Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Moulana Azad Medical College, New Delhi-110002 has been identified as a nodal officer to conduct the first training programme at New Delhi from 14-18th March 2005. You are requested to send the list of the participants along with a demand draft of Rs. 4.72 lakhs in the name of the Director, A.I.I.H & P.H, Kolkata latest by 14.02.2004 towards the expenses for organizing this programme.

You are also requested to contact Dr. D. K. Raut (Course Coordinator), Prof. & Head, Department of Epidemiology, All India Institute of Hygiene and Public Health, 110, C.R. Avenue, Kolkata 700 073, Ph. No.- (033)-2241-3831/2860 Ext- 210, (033)-233-0666@, Fax no.- (033)-2241-8717/8508 to further discuss the modalities of conducting these training programme at other venues, under intimation to me.

This is for your information and needful action please.

Yours faithfully
P.H. Ananthanarayanan
(DR. P.H. ANANTHANARAYANAN)

Copy to:

1. Mr. Amab Roy, Project Director, CMU- for information and necessary action please.
2. Dr. D.K. Raut, Prof. & Head- for further necessary action.

(DR. P.H. ANANTHANARAYANAN)



तार-पता Tele-Address

स्वास्थ्य संस्थान, कलकत्ता
"HEALTHINST", KOLKATA
Phone : (O) 2241-3954 (Direct) / 2219-7848
2241-2860 & 2241-3831 (PBX)
(R) 033-2460-1889
Fax : 00-91-33-2241-8717, 2241-8508
00-91-33-2241-2539 (DIRECT)
E-mail : aiihph@cal.vsnl.net.in

DR. P. H. ANANTHANARAYANAN
M.B.B.S., M.D.
DIRECTOR

भारत सरकार

GOVERNMENT OF INDIA

अखिल भारतीय स्वास्थ्य विज्ञान और जन स्वास्थ्य संस्थान
ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH
(स्वास्थ्य सेवा महानिदेशालय)
(DIRECTORATE GENERAL OF HEALTH SERVICES)
110, चित्तरंजन एवेन्यु, कलकत्ता - 700 073
110, CHITTARANJAN AVENUE, KOLKATA - 700 073, INDIA

NO. DIR/05/3301/131
Dated: 14/02/2005

To
Mr. A. K. Motilal
Project Manager
CMU, ILGUS Bhavan,
HC Block, Sector-III
Salt Lake- 700 106

Sub: Training of Health Officers/Asst. Health Officers in Public Health under Health Component of KUSP.

Dear Mr. A. K. Motilal,

Thank you for your memo no. CMU-94/2103/(Pt-II)598 dt. 02.02.05 for identifying our Institute to plan and organize the training workshop for Health Officers & Asst. Health Officers under KUSP. I would like to state that we are interested in this programme and look forward to work with your organization for improvement of health care delivery system for urban poor in Kolkata.

As per your recent letter no. CMU-94/2103/(Pt-II) dt. 08.02.05 I would like to inform you that Dr. G.K. Ingle, Prof. & Head, Dept. of Preventive & Social Medicine, Maulana Azad Medical College, New Delhi-110002 has been identified as a nodal officer to conduct the first training programme at New Delhi from 14-18th March 2005. You are requested to send the list of the participants along with a demand draft of Rs. 4.72 lakhs in the name of the Director, A.I.I.H & P.H, Kolkata latest by 14.02.2004 towards the expenses for organizing this programme.

You are also requested to contact Dr. D. K. Raut (Course Coordinator), Prof. & Head, Department of Epidemiology, All India Institute of Hygiene and Public Health, 110, C.R. Avenue, Kolkata 700 073, Ph. No.- (033)-2241-3831/2860 Ext.- 210, (033)-233-0666, Fax no.- (033)-2241-8717/8508 to further discuss the modalities of conducting these training programme at other venues, under intimation to me.

This is for your information and needful action please.

Yours faithfully

(DR. P.H. ANANTHANARAYANAN)

Copy to:

1. Mr. Arnab Roy, Project Director, CMU- for information and necessary action please
2. Dr. D.K. Raut, Prof. & Head- for further necessary action.

(DR. P.H. ANANTHANARAYANAN)



तार-पता Tele-Address

स्वास्थ्य संस्थान, कलकत्ता

"HEALTHINST", KOLKATA

Phone : (O) 2241-3954 (Direct) / 2219-7848

2241-2860 & 2241-3831 (PBX)

(R) 033-2460-1889

Fax : 00-91-33-2241-8717, 2241-8508

00-91-33-2241-2539 (DIRECT)

E-mail : aiihph@cal.vsnl.net.in

DR. P. H. ANANTHANARAYANAN

M.B.B.S., M.D.

DIRECTOR

To

The Dean

Moulana Azad Medical College

New Delhi- 110 002

Sub: Training workshop for health officers on public health - reg.

Dear Sir,

It is my pleasure to inform you that Department of PSM, Moulana Azad Medical College, New Delhi has been identified as a Nodal Department by our Institute to organize 5 days training workshop for health officers and assistant health officers working under Kolkata Urban Services for the Poor (KUSP). Dr. D.K. Raut, Prof. & Head, Department of Epidemiology, AIH&PH, a course coordinator for the programme had preliminary discussion with Dr. G.K. Ingle, Prof. & Head, Dept. of PSM, Moulana Azad Medical College, who has shown interest to organize the programme.

It is therefore, requested to kindly, communicate the willingness and suggest tentative dates to hold the programme at MAMC, New Delhi preferably in the month of March 2005. The objectives along with the topics are enclosed herewith to identify the Resource persons. The necessary budget for organizing the programme will be released after receiving the confirmation from your end.

I would appreciate if an early reply of acceptance & the list of resource persons are communicated to me within 10 days to proceed further.

Thanking you,

Yours sincerely,

(DR. P.H. ANANTHANARAYANAN)

- CC: 1. Dr. G.K. Ingle, Prof. & Head, Dept. of PSM, for information & necessary action.
 2. Dr. S. Goswami, Health Expert, KUSP, Kolkata, for information & necessary action
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DR. P. H. ANANTHANARAYANAN

M.B.B.S., M.D.

DIRECTOR

To

Mr. A. K. Motilal

Project Manager

CMU, ILGUS Bhavan,

HC Block, Sector-III

Salt Lake- 700 106

Health Expert Fe. No. 212/05/3801/131
Dated: 14/02/2005
15/2/05

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Dear Mr. A. K. Motilal,

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2. Dr. D.K. Raut, Prof. & Head- for further necessary action.

(DR. P.H. ANANTHANARAYANAN)



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M.B.B.S., M.D.

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The Dean

Moulana Azad Medical College

New Delhi- 110 002

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 Dept. of Epidemiology, AIH&PH, Kolkata, for information & necessary action

(DR. P.H. ANANTHANARAYANAN)

*Health Expert for
 15/2/05*

*No. 21 R/05/3302/139
 dt: 14/2/2005*

P.D.



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DR. P. H. ANANTHANARAYANAN

M.B.B.S., M.D.

DIRECTOR

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The Dean

Moulana Azad Medical College

New Delhi- 110 002

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3. Dr. D.K. Raut, Course Coordinator & Prof. & Head,
Dept. of Epidemiology, AIH&PH, Kolkata, for information & necessary action


(DR. P.H. ANANTHANARAYANAN)

NO. 21R/05/3302/131

dt: 16/2/2005

भारत सरकार
GOVERNMENT OF INDIA
अखिल भारतीय स्वास्थ्य विज्ञान और जन स्वास्थ्य संस्थान
ALL INDIA INSTITUTE OF HYGIENE AND PUBLIC HEALTH
(स्वास्थ्य सेवा महानिदेशालय)
(DIRECTORATE GENERAL OF HEALTH SERVICES)
110, चित्तरंजन एवेन्यु, कलकत्ता - 700 073
110, CHITTARANJAN AVENUE, KOLKATA - 700 073, INDIA



Memo No. CMU-9A/2003 (Pt-11)/CBC

10.02.2005

From : A.K. Matilal
Project Manager, CMU

To : The Chairman

..... Municipality
(All Muply of North 24 Pgs under KUSP)

**Sub : Training of Health Officer & Assist. Health Officer in
Public Health under Health Component of KUSP.**

Sir,

You may be aware that DFID has approved re-training of all Health functionaries to be undertaken in the 1st year activities of Health component of KUSP. For the purpose, a comprehensive training for the Health Officer and Asstt. Health Officer of 40 KMA ULBs (except KMC) in public health, planning & management will be organised by CMU through All India Institute of Hygiene & Public Health, Kolkata. The said training course will be a residential one for five days in batches of 25 participants outside the State of West Bengal.

The training of the 1st batch of participants has been tentatively organised at New Delhi, during 3rd week of March, 2005.

Therefore, you are requested to forward the names of Health Officer & Asstt. Health Officer only by 14.02.2005 through FAX, followed by letter.

Further instruction in this matter will follow in due course.

This may kindly be treated as *Most Urgent*.

Yours faithfully,

Project Manager, CMU

List of Municipalities

District	Sl. No.	Name of the Urban Local Bodies	year of establishment	Category	Area (Sq. Km)	
Haora	1	Haora M.C.	1862	A	51.4	
	2	Bally	1883	B	11.81	
	3	Uluberia	1982	B	13.31	
Hugli	4	Banshera	1869	C	9.06	
	5	Hugli (Chinsurah)	1865	B	17.29	
	6	Chandannagar M.C.	1955	A	19.52	
	7	Bhadreswar	1869	C	8.28	
	8	Champdani	1917	C	6.5	
	9	Baidyabati	1869	C	11.48	
	10	Serampur	1865	C	14.5	
	11	Rishra	1815	C	6.76	
	12	Konnagar	1944	D	4.33	
	13	Uttarpara-Kotrung	1869	C	20.81	
	North 24 Parganas	14	Kanchrapara	1917	C	9.06
		15	Halisahar	1903	C	8.29
		16	Naikhati	1909	B	7.85
17		Ahazpara	1899	A	31.84	
18		Garulia	1896	C	9.48	
19		North Barrackpur	1869	C	12.22	
20		Barrackpur	1916	C	11.65	
21		Titagarh	1895	C	5.24	
22		Khardah	1869	C	6.87	
23		Panhati	1900	A	19.38	
24		Kamarhab	1899	A	10.9	
25		Baranagar	1869	A	7.12	
26		Barasat	1869	B	34.5	
27		Madhyamgram	1991	C	21.5	
28		New Barrackpur	1965	D	16.89	
29		North Dum Dum	1870	B	19.85	
30		Dum Dum	1929	C	9.71	
31		South Dum Dum	1870	A	15.47	
32		Bidhannagar	1989	C	16.19	
33	Rajarhat-Gopalpur	1993	B	28		
South 24 Parganas	34	Budge Budge	1900	D	9.06	
	35	Raipur-Sonarpur	1876	A	55	
	36	Moheshtola	1993	A	41.46	
	37	Baruipur	1869	D	9.5	
	38	Pujari	1993	F	8.28	
Nadia	39	Kalyani	1965	D	29.14	
	41	Gayeshpur	1979	D	23	
Total					687.86	

P. K. Singh.
11.06.02





Memo : CMU-

08.02.2005

From : A.K. Motilal
Project Manager, CMU

To : Dr. P.H. Ananthnarayanan, Director
All India Institute of Hygiene & Public Health
110, C.R. Avenue, Kolkata - 700 073.

Sub : Training of Health Officers / Assist. Health Officers in
Public Health under Health Component of KUSP.

Ref. : This office communication no. CMU-94/2003(Pt.-II)/598 dt. 02.02.2005.

Dear Dr. Ananthnarayanan,

Further to the communication under reference, I am to inform you that the Competent Authority has accorded approval for HO/AHOs training, 25 nos. participants in a batch for 5 days duration (excluding both way journey). A sum of Rs 4.72 lacs per batch as indicated by your Institute inclusive of all charges has been sanctioned by the Authority. The TA & DA of the participants i.e. HO & AHO will be borne by CMU directly.

In view of above, you are requested kindly to organise the training in a Public Health Institute / Medical Colleges outside the State of West Bengal and communicate a suitable date and venue for such training keeping at least 3 - 4 weeks preparation time from our side.

You are also requested to intimate the mode of payment as per norms prevailing in your Institute.

Memo No. CMU-
CC

Dr. D.K. Raut, Prof. & Head, Dept. of Epidemiology, All India Institute of Hygiene & Public Health for kind information and necessary action.

A.K. Motilal
A.K. Motilal
Project Manager
08.02.2005

A.K. Motilal
Project Manager



Memo No. CMU-94/2003(Pt-II)/598

02.02.2005

**From : Arnab Roy, IAS
Project Director, CMU**

**To : Dr. P.H. Ananthnarayanan, Director
All India Institute of Hygiene & Public Health
110, C.R. Avenue, Kolkata - 700 073.**

**Sub : Training of Health Officers / Assist. Health Officers in
Public Health under Health Component of KUSP.**

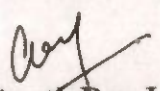
Dear Dr. Ananthnarayanan,

Reference is invited to the discussion of Dr. S. Goswami, Health Expert, CMU and Dr. N.G. Gangopadhyay, Adviser, Health, SUDA with Dr. D.K. Raut, Prof. & Head, Dept. of Epidemiology, AIHH & PH at his chamber on 25.01.2005 and subsequent discussion with you on 01.02.2005 in connection with above mentioned subject.

Comprehensive training for HOs / AHOs in public health, planning, management, supervision and monitoring of primary health care under community based health programme. Approx. no. of HOs / AHOs will be 80 to 90, each batch will comprise of 25 participants, the training venue will be at a Public Health Institute / Medical Colleges outside the State of West Bengal for uninterrupted, cohesive and interactive training, duration for 5 (five) days. The first batch of training is to start by February, 2005, with the Broad objective of :


- ◆ Public Health - different activities and municipal public health laws - knowledge of and role of HO / AHO.
- ◆ Epidemiology - Principles, cause factor, study design, epidemic investigation, methods for prevention and control of communicable diseases & surveillance.
- ◆ Existing community based health programmes - update knowledge of R.C.H. (Re-productive and Child Health including adolescent health and HIV / AIDS), strengthening of services at different tiers of service centres, community participation, augmentation of managerial, supervisory skill for quality control and sustenance.
- ◆ Important National Health Programmes - Updating knowledge, linkage with municipal health services for implementation, drawing of action plan.
- ◆ I.E.C. - Skill development and methods, impacts assessment.
- ◆ HIMS - capacity building for effective recording, supervision, monitoring and evaluation of service performance, disease surveillance and vital parameters.

You are requested kindly to look into the matter for further necessary action.


**Arnab Roy, IAS
Project Director
02.02.2005**

**Memo No. CMU-94/2003(Pt-II)/598(I)
CC**

**Dr. D.K. Raut, Prof. & Head, Dept. of Epidemiology, All India Institute of Hygiene & Public Health for
kind information and necessary action.**


Project Director

Department of Epidemiology
All India Institute of Hygiene and Public Health

NO: EP/05/44

Date: 01.02.2005

From
Dr. D. K. Raut
Prof. & Head

To
Mr. Arnab Roy
Project Director
CMU, ILGUS Bhavan,
HC Block, Sector-III
Salt Lake- 700 106

Sub: Training of Health Officers/Asst. Health Officers in Public Health [redacted] under Health Component of KUSP.

Dear Sir,

Reference your memo no. CMU-94/2003/(Pt-II)560 dated 27.01.2005 on the above mentioned subject I am enclosing a copy of the proposal along with budget for training of Health Officers and Asst. Health Officers. This may kindly be reviewed and confirmation regarding the organization of the training programmes be communicated to us at the earliest. We shall be able to organize the first training programme at New Delhi tentatively by the last week of this month. Hence, it is requested to sanction the necessary budget by the middle of this month so that preparation for the training can be taken up from our end.

With regards.

Yours sincerely,

Encl: A copy of the proposal for training programme along with budget.

Tushar Kanti Dey
Epidemiologist
for (D.K. RAUT)

TRAINING OF HEALTH OFFICERS/ASSISTANT HEALTH OFFICERS IN PUBLIC HEALTH

Introduction

The health infrastructure of urban municipal areas started in 1985 as World Bank aided project "Calcutta Urban Development Project" in which one honorary health worker was recruited per hundred families to provide emergency primary medical care during their home to home visit for awareness generation. The programme being widely accepted, World Health Organization evaluated the programme during 1990-91 & recommended establishment of one sub-centre for each 5000 population where there would be 5 honorary health workers- each looking after 1000 population- and one part-time medical officer to provide curative and preventive services. It has also been recommended to set up specialised OPDs in these sub-centres and Municipal Maternity Homes for promoting Institutional Delivery. In World Bank aided IPP-VIII programme these curative and preventive services were extended to whole of the CMDA area covering a population of around 38 lakhs. The DFID had also recommended similar programmes to be instituted in 15 wards of Kolkata Municipal Corporation area in a participatory approach.

Presently under Kolkata urban services for the poor (KUSP), there is a plan to extend these programme in Kolkata Municipal Corporation areas and 40 adjoining municipalities. It is also a plan to extend this programme to another 21 municipalities in through-out the state of West Bengal.

To extend the services to this vast number of population, it is important to augment the capacity of the municipal health infrastructure and increase the knowledge of primary health care, Epidemiology, management etc. among health officers of the municipal bodies.

The proposal on training workshop aims to improve the capacity of the municipal health officer and update their knowledge regarding the practice of community health and develop the appropriate epidemiological and managerial skills for its practical application.

Justification

West Bengal has been successful at reducing income poverty in recent decades, with the proportion of people poverty line falling from 55% in 1983 to 36% in 1993-94. Close to the National average, but leaving 25 million people in poverty.

Govt. of West Bengal currently developing a comprehensive health sector strategy and operational plans for the state. Through the proposed Health Services development Initiative (HSDI), it is envisage to serve improved health status for poor people in West Bengal through enhanced and equitable utilization of quality health services by poor people.

The necessary funds are obtained from DFID to implement "Kolkata Urban Services for the Poor"(KUSP), one of the important component under KUSP is to make available and accessible health services to the urban poor. Therefore it is envisaged to conduct the training workshop for the health officers of municipality and corporation to build their

capacity and strengthen their skills for providing necessary medical care to poor sections of the population and plan, manage and implement important National Public health programme in all the urban areas.

The following are the objective of the training programmes:

Objectives:

1. To explain the Principles of Epidemiology, disease causation and epidemiological study designs.
2. To describe the steps in epidemic investigation and methods for its prevention & control.
3. To describe municipal public health laws and explain the methods of environmental health & personal hygiene- food hygiene, water purification, sanitation of Hotels/Cinema, Fairs & Festivals.
4. To explain the components of important National Health Programmes for its implementation and management.
5. To develop managerial skills for effective implementation of National Health Programmes and explain the principles of planning, implementation and evaluation of programmes.
6. To explain the methods of community participation, leadership skills and conduct IEC activities for effective implementation of Health programmes.
7. To explain the disease surveillance & monitoring to improve health management information system to monitor, evaluation and control disease occurrence in the municipal areas.

Topics:

To explain the Principals of Epidemiology, disease causation and epidemiological study designs.

- i) Descriptive epidemiology
- ii) Dynamics of disease transmission
- iii) Methods of prevention and control of communicable diseases
- iv) Epidemiological study designs with emphasis on observational studies for community diagnosis and health needs assessment of the people.

To describe the steps in epidemic investigation and methods for its prevention & control.

- i) Epidemic/Endemic, types of epidemics
- ii) Steps in Epidemic investigation
- iii) Prevention & control of an epidemic

To describe municipal public health laws and explain the methods of environmental health & personal hygiene- food hygiene, water purification, sanitation of Hotels/Cinema, Fairs & Festivals.

- i) Principals of environmental health & personal hygiene
- ii) Food safety and hygiene
- iii) Water purification methods
- iv) Sanitation of Hotels/cinema, Fair & Festivals
- v) Municipal public health laws and offensive trade licence.

To explain the components of important National Health Programmes for its implementation and management.

- i) Describe various important National Health Programmes with importance to
 - a) Tuberculosis
 - b) Malaria & other vector borne diseases
 - c) HIV/AIDS & STD
 - d) RCH
 - e) Family planning
 - f) Diarrhoeal diseases
 - g) Nutrition of children, pregnant & lactating mothers
 - h) Adolescent health
 - i) Immunization programme
 - j) ICDS
 - k) KUDP
 - l) IPP-VIII
- ii) Planning, implementation & management of these National Health Programmes
- iii) Monitoring Indicators of National Health Programmes

To develop managerial skills for effective implementation of National Health Programmes and explain the principles of planning, implementation and evaluation of programmes.

- i) Role of Epidemiology in health planning and management
 - a) Community diagnosis.
 - b) Prioritization of health problems.
- ii) Planning, implementation and Evaluation of Health Programmes with live experience of National Health Programmes.
- iii) Supervision

To explain the methods of community participation, leadership skills and conduct IEC activities for effective implementation of Health programmes.

- i) see from pg. 3 Community Participation....
- ii) Methods of IEC

To explain the disease surveillance & monitoring to improve health management information system to monitor, evaluation and control disease occurrence in the municipal areas.

- i) Surveillance & monitoring of the disease
- ii) Data entry in the computers, analysis, interpretation and preparation of reports.
- iii) Hands as training on computer and use of epidemiological software expert Epi-Info for data analysis and reports.

No. of participants - Approximately 80-90. There would be four training workshops each comprising of approx. 20-25 participants.

Venue - The workshops is proposed to be held at Delhi, Chennai/ Thrubananthapuram/Bangalore, Mumbai and Jaipur at Medical colleges or Public Health Institutes.

Duration - 5 days excluding days of journey and return.

BUDGET

1. DA for 5 nos. of outstations experts @ 1000 per day for 6 days	Rs. 30000
2. TA for 5 nos. of outstations experts @ 20000	Rs. 100000
3. DA for 5 no. of local experts @ 1000 per day for 5 days	Rs. 25000
4. TA for participants to be borne by KUSP	
5. DA for participants to be borne by KUSP	
6. Secretarial assistance @ 250 per day for 10 days	Rs. 2500
7. Training material(file, folder, bag, pen, photography etc.)	Rs. 20000
8. Banner decoration	Rs. 5000
9. Hospitality expenses	
a) Accommodation for 5 experts @ 2000 per day x 5 days	Rs. 50000
b) Accommodation for 25 participants @500 per day x 5 days	Rs. 62500
c) Lunch, tea, coffee for 40 persons @ 400 per day x 5 days	Rs. 80000
10. Educational expenses	
a) Conference hall for 40 persons @ 200 per day x 5 days	Rs. 40000
b) Audio-visual aid	Rs. 5000
c) Travel expenses for field visit	Rs. 5000
11. Consultancy and coordination expenses @ 2000 x 10 days	Rs. 20000
12. Report publication	Rs. 5000
13. Contingency expenses @ 5% of the total expenses	Rs. 22500
Sub Total	Rs. 472500
(Rupees four lakhs seventy thousand five hundred only) per workshop	
14. Total expenditure for conducting 5 training workshops (Rs. 472500 x 4)	
Grand Total	Rs. 1890000
(Rupees Eighteen lakhs ninety thousand only) for 4 training workshops.	

Note: The proposed budget does not include the TA/DA of the participants as this will be paid by the KUSP.

Handwritten notes at the bottom of the page include calculations and corrections. Visible text includes: "125000", "50000", "87500", "212500", and "Total". There are also some illegible scribbles and lines.

From : Arnab Roy
Project Director, CMU

To : Dr D.K. Raut
Prof. & Head, Dept. of Epidemiology
All India Institute of Hygiene & Public Health
110, C.R. Avenue, Kolkata - 700 073.

Sub : Training of Health Officers / Assist. Health Officers in Public Health and Development of Training manual for Honorary Health Worker (HHW) and First Tier Supervisor (FTS) under Health Component of KUSP.

Dear Dr. Raut,

With reference to the discussion of Dr. S. Goswami, Health Expert, CMU and Dr. N.G. Gangopadhyay, Adviser, Health, SUDA with you at your chamber on 25.01.2005, I am to request you to forward the proposal including budget estimate for undertaking the following job :

1. Comprehensive training for HOs / AHOs in public health, planning, management, supervision and monitoring of primary health care under community based health programme.
 - Approx. no. of HOs / AHOs - 80 to 90.
 - Each batch comprising of 20 to 25 participants.
 - Venue - at a suitable Institute outside the State of West Bengal for uninterrupted, cohesive and interactive training.
 - Duration - 5 to 6 days.
 - The first batch of training is to start by February, 2005.
2. Development of training manual in Bengali along with illustrative sketches and photograph for Honorary Health Worker and First Tier Supervisor. 1 CD and 1 set of hardcopy of the developed training manual are to be supplied to the undersigned at the earliest, preferably by Mid March, 2005.

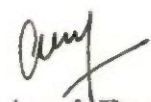
An early action is requested for taking further necessary action from this end.

Regards,

Memo No. CMU-94/2003(pt-II)/560/1

CC

Director, All India Institute of Hygiene & Public Health for kind information.


Arnab Roy,
Project Director
27.01.2005
28


Project Director

Project Director

From: "Sudipto Mukerjee" <s-mukerjee@dfid.gov.uk>
To: <kuspcmu@vsnl.net>
Cc: "Matthew Ridout" <M-Ridout@dfid.gov.uk>; "Padma Kumar" <P-Kumar@dfid.gov.uk>; "Ranjana Kumar" <R-Kumar@dfid.gov.uk>; "Ragini Raghunand" <R-Raghunand@dfid.gov.uk>; <dfidhhw@yahoo.com>
Sent: Friday, January 07, 2005 11:04 AM
Subject: Re: KUSP Proposal for Training of Health Officers

Dear Arnab

I have shared your email with my Health Advisory colleagues. They have suggested a few institutions each with their own unique strengths and specialisation. (please see list below).

I am not fully sighted on the ISC HHW Programme Review, but did that include a TNA and a Training Strategy? Are we looking at 'one off' training? or do we need recurrent training? Will all 100 require the same training or could do different modules? Should the training necessarily have to be outside West Bengal to get the uninterrupted attentions of the participants or could you consider a residential (compulsory) programme, somewhere nearby, and get the Trainer Institution to come down? Could the All India Institute of Public Health & Hygiene anchor this programme and draw in faculty from other reputed institutions? Is this an opportunity to strengthen this institute as well. They could develop a special module, which could be used on a recurrent basis?

Should Dr Goswami like to discuss this further, I suggest that she contacts Dr Ranjana Kumar (Health Adviser) at r-kumar@dfid.gov.uk and tel 52793358. Ranjana has very kindly agreed to help. I am copying this to her.

Best
SM

>>> Project Director <kuspcmu@vsnl.net> 01/06/05 05:41pm >>>

Memo No.CMU-94/2003/(Pt..II)/485

Date.. 06.01.2005

Sub : Proposal for Training of Health Officers (HOs) & Asstt. Health Officers (AHOs) in public health, planning and management under KUSP.

Dear Sudipto,

Training of Health Officers and Assistant Health Officers of the ULBs in public health, planning and management is proposed to be taken up so as to orient them towards the project activities. ISC in their report on HHW programme review have also recommended this. It has also been decided that HOs and AHOs would be the course Co-ordinator of the re-training for grass root level health functionaries.

After discussion it is felt that a residential course for 5 to 7 days outside the State of West Bengal would result in uninterrupted, cohesive and interactive training. No. of

1/7/2005

HOs and AHOs in both the KMA and Non-KMA ULBs is around 100.

We would like to have your advice on suitable institutes who can conduct such type of course, if available with you.


Regards,

Arnab Roy
Project Director, CMU

This e-mail has been scanned for all viruses by Peapod. The service is powered by MessageLabs. For more information on a proactive anti-virus service working around the clock, around the globe, visit: <http://www.peapod.co.uk/cleanmail>

This e-mail has been scanned for all viruses by Star Internet. The service is powered by MessageLabs. For more information on a proactive anti-virus service working around the clock, around the globe, visit: <http://www.star.net.uk>

Date: Fri, 07 Jan 2005 05:34:28 +0000

From: "Sudipto Mukerjee" <s-mukerjee@dfid.gov.uk>  Add to Address Book

To: kuspcmu@vsnl.net

CC: "Matthew Ridout" <M-Ridout@dfid.gov.uk>, "Padma Kumar" <P-Kumar@dfid.gov.uk>, "Ranjana Kumar" <R-Kumar@dfid.gov.uk>, "Ragini Raghunand" <R-Raghunand@dfid.gov.uk>, dfidhhw@yahoo.com

Subject: Re: KUSP Proposal for Training of Health Officers

Dear Arnab

I have shared your email with my Health Advisory colleagues. They have suggested a few institutions each with their own unique strengths and specialisation. (please see list below).

I am not fully sighted on the ISC HHW Programme Review, but did that include a TNA and a Training Strategy? Are we looking at 'one off' training? or do we need recurrent training? Will all 100 require the same training or could do different modules? Should the training necessarily have to outside West Bengal to get the uninterrupted attentions of the participants or could you consider a residential (compulsory) programme, somewhere nearby, and get the Trainer Institution to come down? Could the All India Institute of Public Health & Hygiene anchor this programme and draw in faculty from other reputed institutions? Is this an opportunity to strengthen this institute as well. They could develop a special module, which could be used on a recurrent basis?

Should Dr Goswami like to discuss this further, I suggest that she contacts Dr Ranjana Kumar (Health Adviser) at r-kumar@dfid.gov.uk and tel 52793358. Ranjana has very kindly agreed to help. I am copying this to her.

Best
SM

Project Director

From: "Project Director" <kuspcmu@vsnl.net>
To: "Sudipto Mukerjee" <s-mukerjee@dfid.gov.uk>
Cc: "Shibani Goswami" <dfidhhw@yahoo.com>
Sent: Thursday, January 06, 2005 5:41 PM
Subject: Proposal for Training of Health Officers

Memo No.CMU-94/2003/(Pt..II)/485

Date.. 06.01.2005

**Sub : Proposal for Training of Health Officers (HOs) & Asstt. Health Officers (AHOs)
in public health, planning and management under KUSP.**

Dear Sudipto,

Training of Health Officers and Assistant Health Officers of the ULBs in public health, planning and management is proposed to be taken up so as to orient them towards the project activities. ISC in their report on HHW programme review have also recommended this. It has also been decided that HOs and AHOs would be the course Co-ordinator of the re-training for grass root level health functionaries.

After discussion it is felt that a residential course for 5 to 7 days outside the State of West Bengal would result in uninterrupted, cohesive and interactive training. No. of HOs and AHOs in both the KMA and Non-KMA ULBs is around 100.

We would like to have your advice on suitable institutes who can conduct such type of course, if available with you.

Regards,

Arnab Roy
Project Director, CMU

1/6/2005

Dear Sudipto,

Sub : Proposal for Training of Health Officers (HOs) & Asstt. Health Officers (AHOs) in public health, planning and management under KUSP.

As part of the training for the Health Health Officer Assistant Health Officer

This refers the necessity of Training of HOs and AHOs of the ULBs in public health, planning and management ~~under KUSP for yielding professional approach in~~ *is proposed to be taken up so as to orient them towards* the project activities. ~~The similar recommendation has also come from ISC in their report on HHW programme review/ Furthermore, it has also~~ *-have also recommended this.* been decided that HOs and AHOs would be the course Co-ordinator of the re-training for grass root level health functionaries, ~~so as to develop the onus of the programme by the ULBs.~~

~~For such purpose, it has been widely discussed and viewed that the residential course for 5 to 7 days outside the State of West Bengal would result~~ *After discussed it is felt that a* ~~uninterrupted, cohesive and interactive training. No. of HOs and AHOs in both the KMA and Non-KMA ULBs is around 100.~~

~~On the light of above proposal, an advice is invited from your side suggesting the names of institutes who can conduct such type of course affordably,~~ *we would like to have your* ~~if available with you~~ *on suitable*

Awaiting your concurrence. →

Regards,

Arnab Roy
Project Director, CMU