

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. ...SUDA-Health/DFID/04/175

Date ...11:08:2004

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

**To : The Chairman
Coochbehar / Bolpur / Kalna / Suri / Medinipur / Purulia /
Krishnagar / Jangipur / Berhampur Municipality**

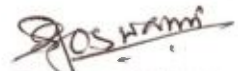
**Sub : Procurement of Equipment and Furniture for training under
DFID assisted Honorary Health Worker Scheme.**

Sir,

Your ULB has already selected HHWs and trainers training has been scheduled on 18.08.2004. The HHWs training (including 1st & 2nd panel candidates) is supposed to be initiated by you by last week of August, 2004.

Hence, you are requested to procure Equipment and Furniture for training apropos the list already provided to you at the earliest as to initiate HHWs training in time.

Yours faithfully,



Project Officer

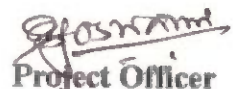
11.08.2004

SUDA-Health/DFID/04/175(1-9)

C.C

The Project Director, HHW Scheme-DFID, Municipality - for kind information and necessary action please.




Project Officer

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

West Bengal

Ref No. SUDA-Health/DFID/04/148

Date29.06.2004

**From : Dr. Shibani Goswami
Project Officer**

**To : The Chairman,
Koch Bihar / Jangipur / Baharampur / Suri /
Bolpur / Purulia / Bankura / Bishnupur / Kalna /
Krishnagar / Medinipur Municipality.**

**Sub : Submission of Statement of Expenditure as on 30.06.2004 in connection with
DFID assisted Honorary Health Worker Scheme.**

Sir,

You are requested kindly to furnish a report on Statement of Expenditure as on 30.06.2004 in connection with DFID assisted Honorary Health Worker Scheme as per proforma * enclosed.

As this information is required by the Government of India urgently, you are requested to furnish the said report by 1st July, 2004 through FAX (Fax no. 9533 2359 3184).

The ULBs who are yet to place requisition for release of fund by the Central Co-ordinating Cell (CCC), SUDA might have incurred expenditure out of its own fund are also requested to furnish the said report.

The matter may be treated as most urgent.

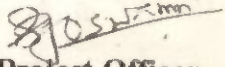
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SUDA-Health/DFID/04/148(11)

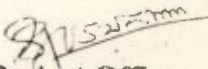
C.C

The Project director, HHW Scheme-DFID, Municipality- for kind information and necessary action please.

Yours faithfully,


Project Officer

29.06.2004


Project Officer

DFID Assisted HHWs Scheme

Statement of Expenditure (SOE)

Name of the Municipality

For the period from 01.02.2004 to 30.06.2004

| Sl. No. | Item of Expenditure | Expenditure (Amount in Rs.) |
|---------|--|-----------------------------|
| | Non-Recurring | |
| 1. | Sensitization / Orientation sessions | |
| 2. | Training of Trainers | |
| 3. | Training of HHWs | |
| 4. | Innovative (Base line by External Agency) (Not applicable for ULB) | |
| 5. | Participatory Need Assessment | |
| | Procurement | |
| 6. | Furniture | |
| 7. | Equipment | |
| 8. | I.E.C. and Training Materials | |
| 9. | Drugs | |
| | Recurring | |
| 10. | Salaries for Municipal Management Cell (MMC) | |
| 11. | Salaries for Management Cell at SUDA (Not applicable for ULB) | |
| 12. | Honorarium for grass root level functionaries | |
| 13. | a) Rent | |
| | b) Rehabilitation | |
| 14. | Operation & Maintenance (Sundries, Printing, Postage & Telephone, TADA etc.) | |
| 15. | Consultants of DHFW (Not applicable for ULB) | |
| 16. | a) Documentation - Project proposal writing by ULB | |
| | b) Process writing by DHFW (Not applicable for ULB) | |
| 17. | Dissemination workshop (Not applicable for ULB) | |
| | TOTAL | |

Signature of Chairman / Project Director

SUDA

STATE URBAN DEVELOPMENT AGENCY

**HEALTH WING
"ILGUS BHAVAN"**

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

Ref No.
SUDA-Health/DFID/04/ 147

Date**29.6.04**

**From: Dr. Shibani Goswami
Project Officer**

**To : The Chairman,
Koch Bihar / Jangipur / Baharampur / Suri /
Bolpur / Purulia / Bankura / Bishnupur / Kalna /
Krishnagar / Medinipur, Municipality.**


**Sub : Engagement of Data Entry Operator at MMC under DFID assisted
Honorary Health Worker Scheme**

Sir,

Reference is invited to the communication of the Secretary , MA Dept bearing memo no. 1403-S/04 dt. 19th January , 2004.

The undersigned is directed to say that Data Entry Operator of the Municipal Management Cell (MMC) is to be engaged on contract basis upto 31.01.2005. In this regard order bearing no. 86/MA/P/C-10/3S-51/2003 dt. 22nd January , 2004 of the Competent Authority may kindly be adhered to. Process of engagement will be same as for other category of personnel of MMC.

This is for your kind information and necessary action please.

Yours faithfully,

Project Officer

SUDA-Health/DFID/04/147(11)

29.6.04

C.C

The Project director, HHW Scheme-DFID, Municipality- for kind information and necessary action please.


Project Officer

GOVERNMENT OF WEST BENGAL
MUNICIPAL AFFAIRS DEPARTMENT
WRITERS' BUILDINGS
KOLKATA - 700 001

No. 1438 - S/04

Dated, the 17th February, 04

From : Sri D. Mukhopadhyay,
Secretary to the Government of West Bengal.

To : The District Magistrate,
Murshidabad/Birbhum/Bankura/Bardhaman District.

Sub : DFID assisted West Bengal Health Sector Development
Initiative : Pilot Support to expanding the Honorary Health
Worker Scheme to 11 New Municipalities.

Sir,

Further to this Deptt. Memo No. 1403-S/04/1(16) dt. 19th January, 2004,
you are requested to please nominate SDO in place of ADM for the Sub
Divisional Towns i.e. Jangipur, Bolpur, Bishnupur and Kalna to function
addinally as Project Director for the aforesaid Health Project.

For the District Towns ADMs will be the Project Director as
communicated earlier.

Yours faithfully,

17.2.04
(D. Mukhopadhyay)

**GOVERNMENT OF WEST BENGAL
MUNICIPAL AFFAIRS DEPARTMENT
WRITERS' BUILDINGS
KOLKATA - 700 001**

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For the District Towns ADMs will be the Project Director as communicated earlier.

Yours faithfully,

Sd/-

(D. Mukhopadhyay)

No.

Dated, the 17th February, 04.

Copy forwarded for information to :

1. The Chairman, Jangipur/Bolpur/Bishnupur/Kalna Municipality.

Sd/-

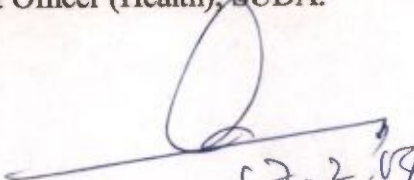
Secretary to the Government of West Bengal.

No. ~~1438~~ 1438/4-S/09.

Dated, the 17th February, 04

Copy to :

1. P.S. to M.O.S., M.A. Department – for informaton.
2. Shri Rajeev Dube, Special Secretary (Project), Health & F.W. Deptt.
3. Director, SUDA.
4. Dr. Shibani Goswami, Project Officer (Health), SUDA.


17.2.04
Secretary to the Government of West Bengal.

**GOVERNMENT OF WEST BENGAL
MUNICIPAL AFFAIRS DEPARTMENT
WRITERS' BUILDINGS
KOLKATA - 700 001**

No.

Dated, the 17th February, 04

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Yours faithfully,

Sd/-

(D. Mukhopadhyay)

No.

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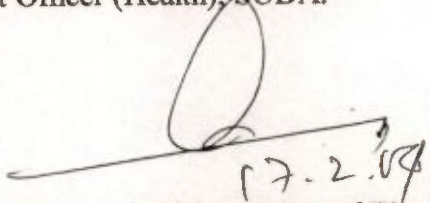
Secretary to the Government of West Bengal.

No. 1438/4-S/04

Dated, the 17th February, 04

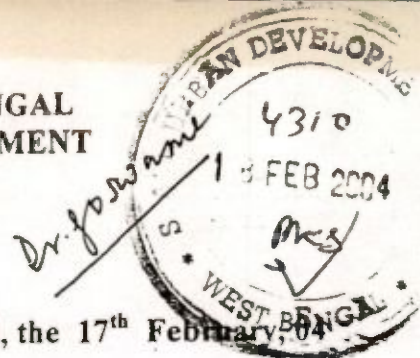
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3. Director, SUDA.
4. ✓ Dr. Shibani Goswami, Project Officer (Health), SUDA.


17.2.04
Secretary to the Government of West Bengal.



GOVERNMENT OF WEST BENGAL
MUNICIPAL AFFAIRS DEPARTMENT
WRITERS' BUILDINGS
KOLKATA - 700 001



No. 19 FEB 2004

Dated, the 17th February, 04

From : Sri D. Mukhopadhyay,
Secretary to the Government of West Bengal.

To : The District Magistrate,
Murshidabad/Birbhum/Bankura/Bardhaman District.

Sub : DFID assisted West Bengal Health Sector Development
Initiative : Pilot Support to expanding the Honorary Health
Worker Scheme to 11 New Municipalities.

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Further to this Deptt. Memo No. 1403-S/04/1(16) dt. 19th January, 2004, you are requested to please nominate SDO in place of ADM for the Sub Divisional Towns i.e. Jangipur, Bolpur, Bishnupur and Kalna to function addinally as Project Director for the aforesaid Health Project.

For the District Towns ADMs will be the Project Director as communicated earlier.

Yours faithfully,

Sd/-

(D. Mukhopadhyay)

No.

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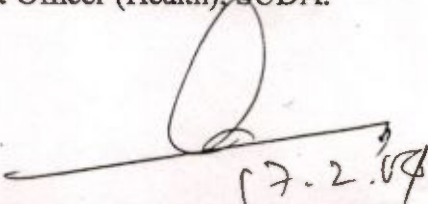
Secretary to the Government of West Bengal.

No. ~~20~~ 1438/4-S/04.

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- ✓ 3. Director, SUDA.
4. Dr. Shibani Goswami, Project Officer (Health), SUDA.


17.2.04
Secretary to the Government of West Bengal.

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

West Bengal

SUDA-Health/DFID/04/ 13
Ref No.

29.01.2004
Date

From : Project Officer,
Health , SUDA

To : The Chairman,
Kochbihar, Jangipur, Berhampur, Suri, Bolpur, Purulia, Bankura,
Bishnupur, Kalna, Krishnanagar, Medinipur Municipality

Sub : Pulse Polio Immunisation

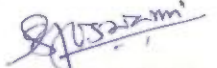
Sir / Madam,

Enclosed please find herewith the copy of communication bearing DO. No. N-11025 / 56/2002 -UCD dt. 15th January, 2004 from the Director (UD), GOI, Ministry of Urban Development & Poverty Alleviation to the Secretary , MA Dept, GOWB.

You are requested kindly to do the needful to make the programme success.

Encl: as stated

Yours faithfully,


Project Officer

Tel/Fax No.: 359-3184

SUDA

URGENT STATE URBAN DEVELOPMENT AGENCY

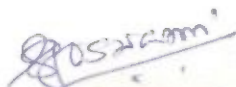
**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA:Health\DFID\ULBs\ (Pt. D) 2003\04**Date **16.12.2003****From : Project Officer
Health Wing, SUDA****To : The Chairman,**..... **Municipality****Sub : Constitution of Municipal Level Health & Family Welfare Committee****Sir,**

Govt. of West Bengal, Health & FW Dept. PHP branch had issued resolution bearing no. HF/O/PHP/658 /O-23/98 dt. 25th October, 2002, on the above subject. Furthermore, another resolution bearing no. HF/O/PHP/659/O-23/98 dt. 25th October, 2002, was also issued towards integration of all activities including National Public Health Programme with District Health & Family Welfare Samiti.

Copies of the above mentioned two resolutions had already been endorsed to you by the Health & FW Dept. However, Xerox copies of the same are enclosed for ready reference.

In this connection, I am directed to request you kindly to furnish the following information for kind perusal of Hon'ble MOS, MA Dept., GOWB, at the earliest.

- | | | |
|----|---|---------------------|
| A. | Municipal level Health & FW Committee constituted ... | Yes / No |
| B. | If yes, | Dt. of constitution |
| C. | Frequency of meeting scheduled | |
| D. | Total nos. of meetings held so far | |
| E. | Important agenda items discussed | |
| F. | Important decisions taken | |

Encl: as stated**Yours faithfully**
Project Officer

GOVERNMENT OF WEST BENGAL
HEALTH & FAMILY WELFARE DEPARTMENT
P.H.P. BRANCH

No. HF/O/PHP/658/O-23/98

Dated, 25th October, 2002

RESOLUTION

Many Urban Local Bodies in West Bengal implement Family Welfare, immunization and public health programmes under various externally aided Projects or centrally sponsored schemes with or without the involvement of Health & Family Welfare Department, Government of West Bengal. In order to ensure integration of all health activities between the Urban Local Bodies and the Department of Health & Family Welfare for optimal utilization of resources and maximum output, it has been felt that there should be a Municipal level Health & Family Welfare Committee, which will function under the supervision of District Health & Family Welfare Samiti constituted in every district in pursuance of Memo No. HF/O/PHP/322/O-23/98 dated 20.05.2002.

2. Therefore, the Governor is pleased to constitute a Municipal level Health & Family Welfare Committee for every Municipality/Corporation except Calcutta Municipal Corporation with the following members:

- i. Chairperson of Urban Local Body – President
- ii. Councillor-in-Charge of Health / Assisted Project – Member
- iii. One Representative from KMDA in Kolkata Metropolitan Area – Member
- iv. One Representative of the District Magistrate – Member
- v. 2-3 Representatives of local NGOs like Red Cross, Lions' Club – Members
- vi. Assistant Chief Medical Officer of Health of the Sub-division – Member
- vii. Health Officer of the Municipality – Secretary-Convener

[If there is no Health Officer, the Secretary-Convener will be nominated from among the members by the Chairperson of the Municipality]

3. The Committee would be responsible for coordination, supervision and implementation of all the health activities in an integrated manner at different levels of the existing health infrastructures within the Municipal area. Further, the Committee will participate in all public health programmes and activities under the overall guidance of the District Health & Family Welfare Samiti.

4. Henceforth all existing committee(s) for coordinating, supervising and implementing the health activities in Municipal Areas except Kolkata Municipal Corporation, will cease to function.

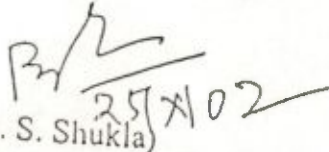
5. This order issues with the concurrence of the Municipal Affairs & Urban Development Departments.

Sd/-
(Asim Barman)
Principal Secretary
Health & F.W. Department
Government of West Bengal

Dated, 25th October 2002

Copy forwarded for information and/or necessary action to:

1. P.S. to M.I.C., Health & Family Welfare.
2. P.S. to M.O.S., Health & Family Welfare.
3. Principal Secretary, Urban Development Department, GoWB.
4. Secretary, Municipal Affairs Department, GoWB.
5. Project Director, SHSDP-II
6. Director of Health Services, West Bengal.
7. Director of Medical Education, West Bengal.
8. Commissioner, Family Welfare
9. Chief Executive Officer, KMDA
10. Secretary, KMDA.
11. Sabhadhipati of Zilla Parishad (all).....
12. District Magistrate (all).....
13. Mayor/Chairperson Corporation/Municipality.
14. Joint Secretary (Project) & Joint Programme Director, Basic Health Project.
15. Joint Secretary (PHP).
16. Joint Secretary (P&B).
17. Addl. Director of Health Services (TB).
18. Addl. Director of Health Services (Admn.) & SLO.
19. Addl. Director of Health Service (AA&V).
20. Addl. Director (HMIS).
21. Joint Director of Health Services (PH&CD).
22. Assistant Director of Health Services (Ophthalmology).
23. State Family Welfare Officer.
24. Chief Medical Officer of Health (all).....
25. Assistant Secretary (PHP).
26. P.A. to Principal Secretary, Health & Family Welfare Department.
27. Office File.


(R. S. Shukla)

Special Secretary (Project & PHP)
Health & F.W. Department
Government of West Bengal

100/1

**GOVERNMENT OF WEST BENGAL
HEALTH & FAMILY WELFARE DEPARTMENT
P.H.P. BRANCH**

No. HF/O/PHP/658/O-23/98

Dated, 25th October, 2002

RESOLUTION

Many Urban Local Bodies in West Bengal implement Family Welfare, immunization and public health programmes under various externally aided Projects or centrally sponsored schemes with or without the involvement of Health & Family Welfare Department, Government of West Bengal. The Kolkata Metropolitan Development Authority (KMDA) undertakes Reproductive & Child Health related activities in Kolkata Metropolitan Area (KMA) under assisted Projects like CUDP-III, IPP-VIII and CSIP. The CUDP-III initiated during the year 1984-85 under Urban Development Department, the IPP-VIII in 1994-95 under Municipal Affairs Department and CSIP during the year 1991-92 under Urban Development Department are in operation covering 5.6 million of the urban poor residing in slums or in similar conditions in the KMA.

2. The broad objectives of the said assisted projects are improvement of health of the mother & child and fertility regulation of the target beneficiaries. These projects follow the identical model and have an established network of health infrastructure viz., 6080 Blocks, 1216 Sub-centres, 177 Health Administrative Units, 22 Maternity Homes, 31 ESOPDs and 8 Regional Diagnostic Centres in KMA covering 37 Municipalities and 3 Municipal Corporations. Through the aforesaid health infrastructure, substantial number of health functionaries from the grass-roots level upto the referral units are engaged. 6080 grass roots level workers, designated as Honorary Health Workers (HHWs), play a key role in delivering the services on house-to-house visit covering 200 families each. Besides, there are Supervisors, part-time Medical Officers, Nursing personnel and Specialists to provide various services to the beneficiaries through a network of health facilities.

3. The said health functionaries of the Urban Local Bodies are not always involved in the activities under different National Public Health Programmes like Revised National Tuberculosis Control Programme (RNTCP), National Leprosy Elimination Programme (NLEP), National Blindness Control Programme (NBCP), etc. The morbid conditions and the mortality rates due to the aforesaid conditions continue to be a matter of concern.

4. The Department of Health & Family Welfare, Government of West Bengal implements Family Welfare, immunization and public health activities through the state level & district level Programme Officers under the overall guidance & control of District Health & Family Welfare Samiti. Involvement of health functionaries working in the urban areas in the implementation of national public health programmes will certainly help improve the effectiveness of these programmes in the urban areas. Therefore, it is essential that all health activities in the urban areas are properly integrated with the on-going Family Welfare, immunization and public health programmes under the guidance of the Health & Family Welfare Department.

5. The Chairpersons of Municipalities are the Members of the District Health & Family Welfare Samiti, which has been entrusted with the responsibilities for implementation, supervision and coordination of all health activities and health projects. The integration of all activities will be effected through the Samiti. Further, at the Municipal level, a separate Committee under the leadership of the Chairperson of Municipality has also been constituted to ensure coordination and integration of all health activities and health projects in the urban areas. Modalities for integration of all health activities will be discussed and finalized by every District Health & Family Welfare Samiti in consultation with the Municipal level Health & Family Welfare Committees in the district.

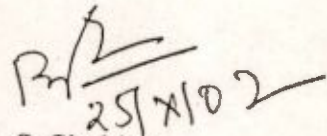
6. From now on it will be incumbent upon all concerned at the state level, district level and municipal level to actively involve the health functionaries of the Urban Local Bodies in all Family Welfare, immunization and public health activities, and to effectively integrate health related functions of the Urban Local Bodies with the on-going activities of the Health & Family Welfare Department.

7. This order issues with the concurrence of the Municipal Affairs & Urban Development Departments.

Sd/-
(Asim Barman)
Principal Secretary
Health & F.W. Department
Government of West Bengal

Copy forwarded for information and/or necessary action to:

1. P.S. to M.I.C., Health & Family Welfare.
2. P.S. to M.O.S., Health & Family Welfare.
3. Principal Secretary, Urban Development Department, GoWB.
4. Secretary, Municipal Affairs Department, GoWB.
5. Project Director, SHSDP-II.
6. Director of Health Services, West Bengal.
7. Director of Medical Education, West Bengal.
8. Commissioner, Family Welfare.
9. Chief Executive Officer, KMDA.
10. Secretary, KMDA.
11. Sabhadhipati of Zilla Parishad (all).....
12. District Magistrate (all).....
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14. Joint Secretary (Project) & Joint Programme Director, Basic Health Project.
15. Joint Secretary (PHP).
16. Joint Secretary (P&B).
17. Addl. Director of Health Services (TB).
18. Addl. Director of Health Services (Admn.) & SLO.
19. Addl. Director of Health Service (AA&V).
20. Addl. Director (HMIS).
21. Joint Director of Health Services (PH&CD).
22. Assistant Director of Health Services (Ophthamology).
23. State Family Welfare Officer.
24. Chief Medical Officer of Health (all).....
25. Assistant Secretary (PHP).
26. P.A. to Principal Secretary, Health & Family Welfare Department.
27. Office File.


(R. S. Shukla)

Special Secretary (Project & PHP)
Health & F.W. Department
Government of West Bengal

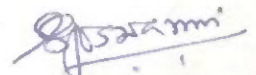
SUDA

URGENT STATE URBAN DEVELOPMENT AGENCY

**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA-Health\DFID\ULBs\ (Pt. I)\2003\03**Date **16.12.2003****From : Project Officer
Health Wing , SUDA****To : The Chairman,
..... Municipality****Sub : DFID assisted HHW Scheme- submission of BPL list.****Sir,**

I am directed to request you kindly to furnish the following information as per proforma for onward transmission to the Appropriate Authority, at the earliest.

| Sl. No. | Ward No. | Name of slum | No. of Families | Population |
|---------|----------|--------------|-----------------|------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

**Yours faithfully,****Project Officer**