

opening of separate Bank A/C at CCC &
Sub: Release of fund to the ULB in connection with DFID assisted
HHW Scheme

* C/P - ①

Placed below is the copy of communication bearing memo no. 1536 dt. 9.3.2004 from the Chairman, Suri Municipality to the undersigned on the above subject. In this connection it is to mention that the Suri Municipality has already opened a separate Bank Account (copy enclosed).

** C/P - ②

With launching of the Project since 1.2.2004, activities already started both at Central Coordinating Cell (CCC), SUDA & Municipal level and the expenditure towards meeting, sensitisation sessions, TA / DA, courier charges etc. thereof are to be met.

Fund flow from DHFW to CCC could not yet been established. To get fund from DIIFW, requisition is to be made along with A/C no. for the project.

* C/P - ③

Kind approval was sought earlier for opening a separate Bank Account at CCC (copy enclosed). The other ULBs under the Project have initiated process for opening separate Bank Account. At present the ULBs are meeting the necessary expenditure from their own fund which is to be reimbursed.

UO NO. SUDA-Health
DFW/04/102
dt. 11.3.04

Under the circumstances stated above, kind approval my please be accorded for opening of a separate Bank A/C in the name of "HHW Scheme - DFID" by Central Co ordinating Cell and be jointly operated by Project Officer and Finance Officer, Health Wing, SUDA to facilitate financial transaction.

Submitted.

Director, SUDA
Secretary, MA Dept
& Chairman, SUDA.

[Signature]
11.3.04

Notes foregoing.
Approval as sought for may kindly
be accorded.

[Signature]
11/3/04



Dr. Goswami P.D.
[Signature]
15/03/04

Approved

12.2.04

[Signature]
Director SUDA

CP-3

Sub : Opening of Separate Bank A/C for the Project - DFID assisted HHW Scheme.

The above mentioned Project has been launched wef 01.02.2004. A meeting chaired by MOS, MA Dept. was held at SUDA on 12.02.2004 to discuss the course of actions for implementation of the said project. The participants were the Chairman, Councillor-in-Charge of Health and Health Officers of the 11 ULBs, Secretary, MA Dept., representative from DHFW, Director, SUDA and officials from Health Wing, SUDA.

As the ULBs have started actions apropos guideline forwarded to them, expenditure for the purpose are to be met up. Unless Health Wing, SUDA receive fund from DHFW, advance cannot be released to the ULBs. Apropos decisions arrived during the meeting session of Secretary, MA Dept. and the Special Secretary Project & Programme Director, SIP & HSDI on 13.01.2004, DHFW will arrange for release of 25 % of advance.

This is to mention that the decision on Bank A/C operation jointly by the Project Officer and Finance Officer was taken in the 20th meeting of the Governing Body of SUDA. Accordingly, Health Wing, SUDA is already having separate Bank A/Cs for the earlier two projects namely IPP-VIII-(Extn.) O & M and R.C.H Sub-Project, Asansol.

Now, a separate Bank A/C for DFID project be opened in the name of " HHW Scheme - DFID " by CCC and be jointly operated by Project Officer and Finance Officer of Health Wing, SUDA (in GO Finance Officer has been re-designated as Accounts Officer) to facilitate financial transaction at the earliest.

Submitted for favour of kind perusal and approval please.

* CP-1

U.O NO- SUDA-Health
DPID/07/96
Dt. - 20.2.04

Director, SUDA
Secretary, MA Dept
& Chairman, SUDA

X

MOS, Health
20.2.04

Notes foregoing.
Permission for opening a separate bank account as proposed at 'x' above may kindly be accorded.
C. Him
13/2/04

today that this practice and procedure needs to be vetted by the Governing Body of SUDA.

As instructed the notes prepared by the undersigned as above may please be placed before the ensuing Governing Body's meeting for ratification with effect from October, 1998, for RCH, Asansol and December, 1998 for IPP-VIII Extension."

Accordingly, the same is being placed with G.B. for ratification.

In this connection, it is suggested that the separate Bank Account that is being maintained for IPP - VIII Extension and RCH, Asansol in Central Bank may be operated by the Health Sector. The signatories in cheques may be Adviser (Health) and Special Secretary, M.A. Department as against the present procedure of Director & C.E., SUDA and Special Secretary. All payments related to Health Sector including establishment matters will be made by Adviser (Health). This will help in operating the Health Sector independently. Health Sector should maintain a separate account which is necessary for keeping proper control on accounts of RCH, Asansol and IPP-VIII Extension. In this connection, it is brought to the notice of G.B. that the total expenditure of Health Sector in SUDA is chargeable to RCH, Asansol and IPP - VIII Extension. Health Sector will keep its own cash book and accounts separately and act independent of SUDA accounts. All necessary reports to be submitted to internal and external agencies and also to audit has to be prepared by the Health Sector. A separate internal audit for Health Sector may also be arranged.

Approved.

Bank account will be operated jointly as below:

Project Officer, IPP - VIII and Finance Officer for all expenses in connection with IPP - VIII and Project Officer, RCH, Asansol and Finance Officer for all expenses in connection with RCH, Asansol.

Agenda on the Table :

Govt. of India, Ministry of Health and Family Welfare sent vide their letter No. L19012/7/98-ADS (Vol. III) dated 27.01.2000, an administrative approval to the implementation of the World Bank assisted IPP - VIII Project which has been extended upto 30.6.2001. The staff position alongwith remuneration pattern approved for Project Implementation wing in that letter is as follows:

| | | |
|-------------------------|---|-----------|
| Project Officer | - | 15,000.00 |
| Senior Engineer | - | 15,000.00 |
| Medical Specialist | - | 10,000.00 |
| Procurement Specialist- | | 10,000.00 |
| CD Specialist | - | 10,000.00 |
| Finance Manager | - | 10,000.00 |
| MIES Officer | - | 8,000.00 |
| P.A. | - | 5,000.00 |
| Clerk (2) | - | 7,000.00 |
| Attendant | - | 4,000.00 |

Considering emergency and as the project is going to be closed in June, 2001, engagement of staff may be taken up in anticipation of approval by Finance.

sdf 28.4.2000.
(P.K.Pradhan)
 Chairman, SUDA &
 Secretary, M.A. Deptt.

SATYA





Minutes of the 20th Meeting
of the Governing Body of the
State Urban Development Agency
West Bengal

স্টেট আৰবান ডেভেলপমেন্ট এজেন্সি
পশ্চিমবঙ্গ

98-2

SURI MUNICIPALITY : BIRBHUM.

Memo No. 1524 Date: 8.3.2004

From
Chairman,
Suri Municipality, Birbhum.

To
The Project Officer,
Health, SUDA,
ILGUS Bhavan,
II-C Block, Sector III
Bidhan Nagar
Kolkata 91.



- 8 MAR 2004

Sub: Information regarding Bank Account of DFID assisted
HHW Scheme.

Madam,

Please take note of the following information regarding
Bank Account of the DFID assisted HHW Scheme:

1. Name of the Bank: Bank of India, Suri branch, Birbhum.
2. Name of the Account: 'HHW Scheme, DFID-Suri Municipality'
3. Savings Bank account No. SB 3085
4. Name of the Operators (Joint A/C): a) Project Director
b) Chairman,
Suri Municipality.

Yours Faithfully,

U. M. Sengupta 08.03.2004

Chairman,
Suri Municipality, Birbhum.

SURI MUNICIPALITY : BIRBHUM

Memo No. 1536 Date 9.3.2004

From
Chairman,
Suri Municipality, Birbhumi

To
The Project Officer, Health
'Health Wing' SUDA
ILGUS BHAVAN
H-C Block, Sector III
Bidhan Nagar, Kolkata - 91.



11 MAR 2004

Sub. Requirement of fund for initiation of DFID assisted HHW Scheme.

Madam,

Following is the requirement of fund to initiate the HHW Scheme, assisted by DFID:

1. For holding sensitisation/discussion session with the Councillors of Suri Municipality, Representatives of NGOs, IMA, Municipal Level H&FW Committee, ACMOH, Superintendent, Suri sadar Hospital, members of MMC, a few officials involved with the Project

Rs. 10000/-

2. Office-stationary (Paper, toner, ledger, pin, pen etc. and an almirah)

Rs. 10000/-

Total

Rs. 20,000/-

(Rupees twenty thousand only.)

Please find the amount of Rs. 20,000/- attached as per invoice in favour of this Municipality.

Yours faithfully,

Chairman,
Suri Municipality, D. I. Birbhumi