

Telephone No. 2561-5061

Email: chairman_garulia@rediffmail.com

Fax No. 033-2540-8432

Office of the Councillors, Garulia Municipality

P.O. Garulia, Dist. North 24-Parganas

Sri Sunil Singh

Chairman, Garulia Municipality

Memo No. 354.

Date: 12.9.2011

PO (H)
15/9/11

To
The Principal Secretary
Municipal Affairs Department
Government of West Bengal
Writers Building
Kolkata
Pin 700001



Sub: Submission of project proposal "Establishment of Maternity Home at ESOPD Building of Garulia Municipality"

Dear Sir,

We take this opportunity to thank you for your kind cooperation in all kinds of development work in our municipal area. You must be aware of the fact that our municipal area comprises of 20 wards having a population of 85106 (as per census 2011) does not have any Government Hospital. Our ULB is willing to have a Maternity Ward in our ESOPD building for assisting mothers in achieving safe and healthy births and to avoid unnecessary harassment of the poor pregnant mothers. In this regard we are submitting a project proposal "Establishment of Maternity Home at ESOPD Building of Garulia Municipality" for your kind approval.

We will be glad to explicate any clarifications required from your end. Your active persuasion towards the sanction of the project will be highly appreciated.

Thanking you,

Yours faithfully

S. Singh

Chairman -
Garulia Municipality.

12.09.2011

Copy to: To Memo No. 354/i.
The Director, SUDA
ILGUS BHAVAN,
KOLKATA

Chairman
Garulia Municipality

DETAILED PROJECT REPORT

BY

GARULIA MUNICIPALITY

**(NAME OF THE PROJECT PROPOSAL: ESTABLISHMENT OF MATERNITY
HOME AT ESOPD BUILDING OF GARULIA MUNICIPALITY)**

YEAR 2011-12

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GARULIA MUNICIPALITY

NAME OF THE PROJECT PROPOSAL: ESTABLISHMENT OF MATERNITY HOME AT ESOPD BUILDING OF GARULIA MUNICIPALITY

Demography

- **Garulia is having a population of 85106 (as per census 2011)**

1. Location & General description of the Municipal office

Garulia Municipality is bounded on south by North Barrackpore, on west and North by Hooghly River, by Bhatpara Municipality and Barrackpore Kalyani express Way in the east. The Municipality of Garulia is 25 Kms away from Kolkata proper. Garulia is situated on the eastern bank of Hooghly River. Nearest Railway stations are Shyamnagar and Ichhapur. The municipality comprises of unplanned growth of households and divided into 20 wards.

Name of the project proposal: “Establishment of Maternity Home at ESOPD Building of Garulia Municipality”.

Objective of the project: To deliver better health care facilities to the poor women.

Executive summary: A maternity home for the birth of babies is a necessity in the municipal area. Assisting mothers in achieving safe and healthy births in an integrated primary maternity unit is the ultimate aim. ULB has to be specializing in ensuring safe and sustainable maternity service for poor women.

Rationale: The Garulia Municipality comprises of 20 wards which is having 87 slums(notified). The economic conditions of people living in slum areas is bad. There is no Hospital in the Garulia Municipal area and there are only three small Private Nursing Homes which provides facilities against

GARULIA MUNICIPALITY

payment .In case of emergency or in the last stage of labour the expectant mothers has to be admitted to North Barrackpore Municipality Matrisadan which is 4 kilometers from Garulia or else to Bhatpara State General Hospital which is 5 kilometers from Garulia. Suitable place & cost factors involved in staying outside before delivery is also not up to their reach because of their poor economic status. The people living here used to go to private nursing homes or else they have to travel hospitals which are far away from the place.

Present situation analysis: At present Garulia municipality residents including slum dwellers depend on E.S.O.P. D. or health centers under IPP VIII or CUDP III. There are only two nursing homes rendering services to that part of population who can afford the cost. Problems of economically depressed community are not fully addressed though govt. schemes which are in operation namely (IPP-VIII) and CUDP III.

100% pregnant women are not covered under institutional delivery due to lack of awareness. Further awareness building is needed to bring all women under immunization programme to pre and post natal care. Problem of anemia and nutrition problem is predominant among children in the marginalized children.

Justification / need of the proposed project: Since there is no specialty Hospital having Maternity Home or Government Hospital in the ULB area, utmost care should be given in the Health sector, so that the common or poor people can get the services in time.

Main perspective toward setting a maternity ward is to avoid home delivery, premature delivery and also to avoid foetal death. For better follow-up of the pregnant mother is utmost required in Garulia Municipality at ESOPD building.

GARULIA MUNICIPALITY

Organization details:

- a. **Name of the ULB-Garulia Municipality**, Name of the Chairman: Sri Sunil Singh.
- b. **Office phone** -25615061,25359223
- c. **Name of the Location of the project**, (Ward) : ESOPD Building, Garh Shyamnagar at Ward no-3
- d. **Name of supervisory staff** –
Acting Health Officer- Dr. S.Dutta-(9007971046),
Urban Planner-Sudipto Ghosh (9836761659).

Project Details:

- a. **Name of the Project: Attached with ESOPD: Establishment of Maternity Home at ESOPD Building of Garulia Municipality**
- b. **Objectives: To deliver better health care facilities to the poor women.**
- c. **Value of the project: Rs 1767000.00**
- d. **Own Infrastructure: Our ULB is having adequate infrastructure like having enough room space at ESOPD building.**

Information's related to Health at Garulia Municipal Area

Primary Health Centre: CAPACITY OF BEDS –NIL, No. of PTMO -4

CUDP –III (Unit –I & II)	IPP VIII	Number of Health workers & support staffs at 1st unit	Number of Health workers & support staffs at 2nd unit	Number of Health workers & support staffs at IPP VIII unit	Number of Health workers & support staffs at CRECHE unit
No. of sub centre 12	No of sub centre - 7	39	39	45	5

GARULIA MUNICIPALITY

Name of the unit	CAPACITY OF BEDS	NUMBER OF DOCTORS & SPECIALIST DOCTORS	NURSING & SUPPORT STAFFS	NUMBER OF PATIENTS TREATED ANNUALLY	FACILITIES AVAILABLE
ESOPD	NIL	PTMO -9	Pharmacist-1 Lab assistant-1 GDA-2 Sweeper -2 Sonologist-1 X-Ray Technician-1,ECG Technician-1	14259 (April 2009-March2010)	Pathology, USG,ECG, Audiometry

PRIVATE NURSING HOMES:

	Names of Nursing Homes	Total Capacity	Bed	No. Of Doctors	Patient treated annually	Nursing & support staff
1	Shyamnagar Nursing Home	5		5	OUTDOOR 1200 INDOOR- 300	9
2	Sanjeevani Nursing Home	5		4	OUTDOOR 1200 INDOOR- 300	4
3	Namita Maternity & Nursing Home	10		1(residential Medical Officer) and 5 Specialists on call available.	Only maternity related patients treated.	11

GARULIA MUNICIPALITY

Status report of number of patients attended for different medical test at the last 4 months at ESOPD building:

Month	Pathology	USG	X ray	ECG	Audiometry
April 2011	94	20	39	5	6
May 2011	118	27	79	4	12
June 2011	93	12	49	7	10
July 2011	98	24	60	15	7

Number of patients treated during the last 4 months at ESOPD building:

Month	Number of patients treated
April 2011	767
May 2011	902
June 2011	962
July 2011	921

Sustainability: The ULBs maternity ward aims to provide affordable birth care to women from low family income. However the charges for others will be within the reach of middle class family.

GARULIA MUNICIPALITY

Manpower requirements from Government for running the maternity home/ ward: The maternity ward will run under three shifts. In delivering the services to the patients it is necessary to recruit doctors, nurse and other supporting staffs. The total staff requirements for running the 10 bedded maternity ward:

S/n	Staff requirements	Number of staffs
1	Resident Medical Officers	2
2	Ward Sister	4
3	OT sister	3
4	OT attendant	3
5	Ward Boy	2
6.	Security	2
7.	Receptionist	1

Potential long term impact of the project: Maternity ward that will provide medical care for new born children. With this project it will be possible to establish a new era of safer child birth and reduce foetal death in the Garulia municipal region of a population 85106.

GARULIA MUNICIPALITY



ESTIMATE FOR A MATERNITY WARD FOR GARULIA MUNICIPALITY AT ESOPD BUILDING, GARH SHYAMNAGAR

S/N	PARTICULARS	RATE	QUANTITY	TOTAL
	WARD			
1	Bed	8000	10	80000
2	Bedside table	2000	10	20000
3	Oxygen cylinder & stand	5000	10	50000
4	Baby cot	2500	10	25000
5	Stretcher	3000	2	6000
6	Mattress, pillows, pillow covers & bed covers	2000	10	20000
7	Trolley	4000	3	12000
8	Pulse oxymeter	40000	2	80000
	NURSING STATION			
9	Table	5000	2	10000
10	Chair	3000	8	24000
11	Almirah	10000	4	40000
12	Light	500	10	5000
13	Curtain	10000		10000
14	Fan	1500	10	15000
	RMOs rest room			
15	Bed , mattress, pillow, bedcover, and pillow cover	8000		8000
16	Wall cabinet	5000	1	5000
17	Mirror	500	1	500
	Consultant party meeting room			
18	Table	5000	1	5000
19	Chair	2500	5	12500
20	OPERATION THEATRE COMPLEX (Doctors rest & changing room)	Own room at ESOPD		
21	Table	5000	1	5000
22	Chair	1500	6	9000
23	Generator & Electrician	200000	1	200000

GARULIA MUNICIPALITY

Main Operation theatre				
24	OT table	100000	1	100000
25	OT light	100000	1	100000
26	Boyles Apparatus	100000	1	100000
27	Pulse Oxymeter	100000	1	100000
28	OT Instrument	150000	1	150000
Sterilisation room				
29	Autoclave	50000	2	100000
Phototherapy				
30	2 x unit	30000	2	60000
31	Air Conditioner	25000	4	100000
32	Others accessories (shoe,apron,gloves,gown etc)	25000		25000
33	Miscellaneous	150000		150000
34	Suction machine	10000	2	20000
35	Refrigerator	10000	2	20000
35	Diapharmy	50000	1	50000
36	Contingency	50000		50000

Total

Rs 1767000.00

Rupees Seventeen Lakhs Sixty Seven Thousand only.


Chairman

Garulia Municipality



SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA-Health/115/08/208

Date 22.10.2014

From : Director, SUDA

**To : The Chairman
Garulia Municipality**

Sub. : Purchase of an Auto Analyzer for ESOPD, Garulia Municipality.

Sir,

With reference to your communication vide no. 113 dt. 13.06.2014 on the subject mentioned above, this is to request you to submit specification of proposed equipment along with estimated cost for taking up the matter with Department of Municipal Affairs.

Thanking you.

Yours faithfully


Director, SUDA

Telephone No. 2561-5061

chairman_garulia@rediffmail.com

Fax no. 2540-8432 (033)

Office of the Councillors, Garulia Municipality

P.O. Garulia, Dist – North 24 Parganas

Sri Sunil Singh

Chairman, Garulia Municipality

Memo No. 113

Date: - 13/06-2014

To
The Director,
State Urban Development Agency (Health wing)
ILGUS BHAWAN,
Bidhannagar,
Kolkata- 700006



Sub : Request for sanction of grant to purchase an Auto Analyzer
at E.S.O.P.D. of Garulia Municipality/

Sir,

I would like to inform you that we have an Auto Analyzer at our E.S.O.P.D. and which has been defunct from 14-09-2013. As a result we have to face difficulties to give proper guidance to the beneficiaries. We have tried to repair the said Auto Analyzer by technician but all our attempts are goes in vain.

Under the above circumstances the undersigned is hereby to inform you that we have no fund at present to purchase an Auto Analyzer for our E.S.O.P.D. As such I am to request you to sanction of grant for purchasing an Auto Analyzer at ESOPD by which we may give proper guidance to the beneficiaries.

I trust you will take necessary action to sanction of grant for installation of an Auto Analyzer at E.S.O.P.D of Garulia Municipality.

Thanking you,



Yours faithfully,

Chairman
Garulia Municipality

.....*Ganesh*..... Municipal Corporation / Municipality

B

Reporting Format for Growth Monitoring of Under-Five Children

Total No. of U-5 Children	No. of U-5 Children Weighed	No. of U-5 Children with				No. of Mal-nutrition cases	
		Normal Weight	Gr. - I	Gr. - II	Gr. - III	Gr. - IV	Referred
3956	2967	1556	1141	268	2	-	-

- Report to be submitted at two (2) monthly interval as detailed below :

Period of Reporting	Report to be sent by
For April - May	15 th of June
For June - July	15 th of August
For August - September	15 th of October 2010
For October - November	15 th of December
For December - January	15 th of February
For February - March	15 th of April

- Report to be prepared at Sub-Centre Level by FTS.
- All the Under - Five children are to be weighed at two monthly interval.
- For Gr. - I & Gr. - II Mal-nutrition, necessary counselling on nutrition is to be given at Sub-Centre level and other social factors be addressed.
- Gr. III & Gr. IV Mal-nutrition cases are to be referred immediately to the specialist / hospital for taking corrective measures.



STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No.SUDA-Health/115/08/356

Date23.12.2010

From : Director, SUDA

To : The Chairman
Garulia Municipality

Sub. : Engagement of PTMO under IPP-VIII, HAU, Garulia Municipality.

Ref. : Your communication bearing memo no. 822 dt. 21.12.2010.

Sir,

This is to intimate that selection of PTMO in sanctioned post is to be done by the Municipal level Health & Family Welfare Committee (MHFWC) with approval of Board of Councillors (BOC) in its meeting. Engagement order is to be issued by the Chairman of the Municipality accordingly.

Information in respect of positioning of PTMO only is to be forwarded to SUDA for keeping office record.

Thanking you.

Yours faithfully,

Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. **SUDA-Health/115/08/356**

Date**23.12.2010**

From : Director, SUDA

**To : The Chairman
Garulia Municipality**

garulia
Sub. : Engagement of PTMO under IPP-VIII, HAU, Khardah Municipality.

Ref. : Your communication bearing memo no. 822 dt. 21.12.2010.

Sir,

~~This is to intimate you that approval of SUDA is not required for engagement of Part-time MO.~~

what Selection of PTMO ⁱⁿ for sanctioned post is to be done by the Municipal level Health & Family Welfare Committee (MHFWC) with approval of Board of Councillors (BOC) in its meeting. Engagement order is to be issued by the Chairman of the Municipality accordingly.

Information in respect of positioning of PTMO only is to be forwarded to SUDA for keeping office record.

Thanking you.

Yours faithfully,

Shim
Director, SUDA

Office of the Councillors, Garulia Municipality

P.O. Garulia, Dist. North 24-Parganas

Sri Sunil Singh**Chairman , Garulia Municipality**

Memo No. 822

Date:21-12-2010

To
The Director
State Urban Development Agency
Health Wing, ILGUS BHAVAN, HC-Block, Sect-III
Bidhannagar, Kolkata-700091.

PO(H)
24/12



Sub : Engagement of Dr. Aniruddha Biswas as PTMO
(w.e.f. 10-12-2010) in place of Dr. Chanchal Majumder who
resigned from the post of PTMO since 16-11-2010 of IPP-VIII,
HAU under Garulia Municipality.

Dear Sir / Madam

In connection with of above subject, this is to inform you that Dr. Aniruddha Biswas is hereby engaged in the vacant of PTMO, IPP-VIII, HAU vice Dr. Chanchal Majumder who has resigned from the post of PTMO , IPP-VIII since 16-11-2010. This engagement is made by the Board of Councillors meeting dated 30-11-2010, Resolution No. 24 under Garulia Municipality.

The copies of joining report and engagement letter as PTMO are enclosed for your perusal and taking necessary action as to approval of his engagement.

Thanking you,

Yours faithfully,

A handwritten signature in blue ink, appearing to be "S. Singh", with a horizontal line underneath.

Chairman

Garulia Municipality

Encl: Photo copies of
1. Engagement Letter
2. Joining report

Office of the Councillors, Garulia Municipality

From :

*Sri Sunil Singh***CHAIRMAN, GARULIA MUNICIPALITY**

P.O. Garulia, Dist. North 24 Parganas.

To _____

Dated, Garulia 09/12/2010

To

Dr. Aniruddha Biswas,
C/O. Sachindranath Biswas,
Ferry Ghat Road, Debitala,
P.O. Ichapur, North 24-Parganas,
West Bengal.**Sub : Your engagement as part-time Medical Officer at H.A.U. of
IPP-VIII Health Progress, Garulia Municipality./**

Sir,

In terms of the Resolution No.24 of dated 30-11-2010 of meeting of the Board of Councillors, Garulia Municipality, you are hereby engaged as Part-time Medical Officer of IPP-VIII, H.A.U. under Garulia Municipality w.e.f. 10-12-2010 on the basis of the following terms and conditions.

1. Your monthly honorarium will be Rs.2,850/- as no work no pay basis.
2. Your engagement is not entitled for any guarantee for permanent, Full time or any other entitlement in future.
3. You will be liable for dismissal from your services or any time without assigning any reason thereof.
4. You will be bound to abide by the rules and instructions, which will be issued by the Municipal Authority time to time.
5. Your normal working hours off IPP-VIII, H.A.U. at E.S.O.P.D. Building, 3 No. Scheme Main Road will be from 12-30 P.M. to 4-30 P.M. except Sunday and holiday or disposal of last patient, which ever is later.

Thanking you,

Yours faithfully,

Sunil Singh
Chairman

Garulia Municipality

Copy forwarded to :-

1. Sri Tapas Biswas, President, Health, Education & Urban Poverty Alleviation Standing Committee.
 2. Dr. Sankar Mondal, H.O.(Acting).
 3. Sri Shyamal Kundu, Accountant & Office Supdt.(Acting).
 4. Smt. Sadhana Banerjee, Clerk, IPP-VIII.
- for their information and necessary action.

Sunil Singh
Chairman
Garulia Municipality



Accepted
[Signature]

To
The Chairman
Garulia Municipality
Garulia , North 24 Parganas.

SUB: "JOINING REPORT"

Sir,

Reference to Engagement Letter dated 09/12/2010, I have joined as Part-time Medical Officer of IPP-VIII, HAU. under Garulia Municipality w.e.f. 10/12/2010.

This is for your kind information and request for final approval of the Director, State Urban Development Authority, Health Wing , ILGUS BHAVAN, Bidhannager , Kolkata - 700 091.

Yours faithfully

Date: 21/12/2010

Aniruddha Biswas
(Dr. Aniruddha Biswas)

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. ...SUDA-Health/115/08/316

Date02:12:2010

From : Director, SUDA

**To : The Chairman
Garulia Municipality**

Sub. : Engagement of PTMO under CUDP III.

Ref. : Your communication bearing no. 783 dt. 01.12.2010.

Sir,

This is to intimate you that approval of SUDA is not required for engagement of the personnel to the sanctioned vacant post (1 no.) of PTMO under CUDP III.

Selection of manpower for sanctioned post is to be done by the Municipal level Health & Family Welfare Committee (MHFWC) with approval of Board of Councillors (BOC) in its meeting. Engagement is to be made by the Chairman of the Municipality.

Information in respect of positioning of manpower is however to be forwarded to SUDA for keeping office record.

Thanking you.

Yours faithfully,

(Signature)
2/12/10

Director, SUDA

Telephone No. 2561-5061 chairman_garulia@rediffmail.com Fax no. 2540-8432 (033)

Office of the Councillors , Garulia Municipality

P.O. Garulia , Dist – North 24 Parganas

Sri Sunil Singh

Chairman , Garulia Municipality

Ref No. 783

Date : 01/12/2010

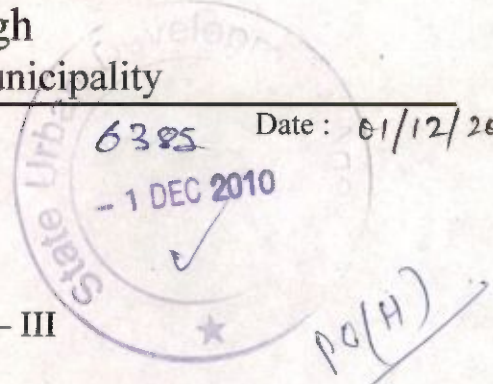
To

The Director

State Urban Development Agency

Health Wing, Ilgus Bhavan, H-C, Block, Sec – III

Bidhannagar , Kolkata – 700 091.



Sub : Engagement of Dr. Ashis Kumar Dutta as PTMO (w.e.f. 26.04.2010) in place of Dr. Sushil Kr. Ganguly who resigned from the post of PTMO since 31.10.2008, CUDP-III, Unit -I/

Dear Sir / Madam ,

With reference to the letter no. SUDA-Health / 115/08/90, dt. 25.05.2009 , I am to inform you that Dr. Ashis Kumar Dutta is hereby engaged in the vacant post of PTMO, CUDP-III, Unit – I, vice Dr. Sushil Kr. Ganguly who has resigned from the post of PTMO, CUDP-III, Unit –I. since 31.10.2008. This engagement is made by the Health Education and Urban Poverty Alliviation Standing Committee dt. 02.03.2010 with ratification of the Board of Councillors meeting dated 30.03.2010.

The copies of joining report and engagement letter as PTMO are enclosed for your perusal and taking necessary action as to approval of his engagement.

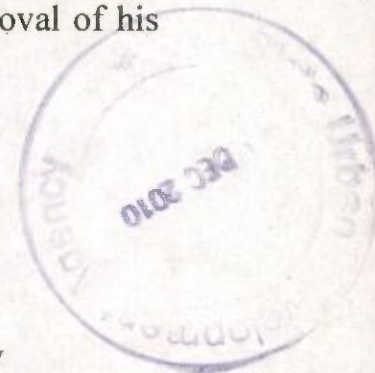
Thanking you,

Yours faithfully ,


Chairman

Garulia Municipality

Chairman
Garulia Municipality



Encl : Photo copies of

1. Engagement Letter
2. Joining Report



Telephone No. 2561-5061

Email: chairman_garulia@rediffmail.com

Fax No. 033-2540-8432

Office of the Councillors, Garulia Municipality

P.O. Garulia, Dist. North 24-Parganas

Sri Amal Kumar Chatterjee

Chairman, Garulia Municipality

Memo No. 76

Date : 24-04-2010

To

Doctor

Ashis Kr. Dutta

84 Banerjee para Road

Shyamnagar, 24 pgs (N)

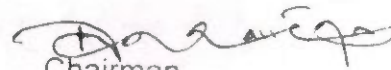
Pin - 743127

Sub : Your engagement as P.T.M.O. (Part Time Medical Officer) at HAU, CUDP-III, First Unit, under Health Programme of Garulia Municipality.

Sir,

The undersigned is pleased to inform you that on the basis of the decision of the meeting of the Health, Education and Urban Poverty Alliviation Standing Committee held on 02-03-2010 and subsequently ratified by the Board of Councillors at their meeting held on 30-03-2010, you are hereby engaged as P.T.M.O. of HAU, Unit-I, CUDP-III, w.e.f. 26-04-2010 (forenoon) at HAU Building at Water Works Compound subject to approval by the competent authority of SUDA, on the following terms and conditions.

1. Your monthly Honorarium will be Rs.2850/- on no work no pay basis.
2. Your engagement is not entitled for any gurantee for permanent, full time or any other entitlement in future.
3. You will be liable for dismissal from your services at an time without assigning any reason thereof.
4. You will be bound to abide by the rules and instructions, which will be issued by the Municipal Authority time to time.
5. Your normal working hours at Unit-I, CUDP-III, Water Works Compound, Garulia Main Road, Garulia will be from 12-30 P.M. to 4-30 P.M. except Sunday and Holidays or disposal of the last patient, whichever is latter.



Chairman
Garulia Municipality

Copy forwarded to :

1. Sm. Sovona Chanda, President, Health, Education and Urban Poverty Alliviation Standing Committee
2. Sri S. Mondal, Acting Health Officer
3. Sri S. Kundu, Accountant
4. Sri Milan Chakraborty, CUDP -III

Chairman
Garulia Municipality

Dr. Ashis Kumar Dutta

M.B.B.S (CAL)
Ex. RMO. MATRIMANGAL PRATISTHAN
BHATPARA MUNICIPALITY
Ex. HOUSE PHYSICIAN
S. N. PANDIT HOSPITAL CAL
B.C. ROYMEMORIAL CHILDREN HOSP CAL
J.N. MEMORIAL HOSPITAL-KALYANI

RESIDENCE |
84 Barojee Para Road,
SHYAMNAGAR
Dist. 24-PARGANAS (North)
Mob: 9432468495

Regd. No.....

Date ^{Dist} 29.04.2010

O.S.
Accepted
and forwarded to
the
Chairman
Garulia Municipality

To The Chairman Garulia Municipality
Through the Acting Health Officer,
P.O. Garulia, Dt. 24 Parganas (North)

Respected Sir,

This is to inform you that as per
your office letter, Memo NO-76 dated
24.04.2010, received by me on ^{Dist} 28.04.2010
To join as a P. T. M. in ^{unit} C.V.D.P. III, unit-1
I have joined on ^{Dist} 28.04.2010.

This letter may please be accepted
for official record with immediate effect

Thanking you

Yours faithfully
Ashis Kumar Dutta



Jeewalik

Municipal Corporation / Municipality

Reporting Format for Growth Monitoring of Under-Five Children

Total No. of U-5 Children.	No. of U-5 Children Weighed	No. of U-5 Children with				No. of Mal-nutrition cases		
		Normal Weight	Gr. - I	Gr. - II	Gr. - III	Gr. - IV	Referred	Hospitalised
3956	2853	1473	1068	306	6	-	1	-

Report to be submitted at two (2) monthly interval as detailed below :

Period of Reporting	Report to be sent by
For April - May	15 th of June
For June - July	15 th of August
For August - September	15 th of October
For October - November	15 th of December
For December - January	15 th of February
For February - March	15 th of April

- Report to be prepared at Sub-Centre Level by FTS.
- All the Under - five children are to be weighed at two monthly interval.
- For Gr. - I & Gr. - II Mal-nutrition, necessary counselling on nutrition is to be given at Sub-Centre level and other social factors be addressed.
- Gr. III & Gr. IV Mal-nutrition cases are to be referred immediately to the specialist / hospital for taking corrective measures.

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA-Health/115/08/124

Date11.06.2009

From : Director, SUDA

To : The Chairman
Garulia MunicipalitySub. : Filling-up of the vacant post for FTS under CUDP III,
Garulia Municipality.

Ref. : Your communication bearing no. 606 dt. 10.01.2009.

Sir,

With reference to above, I am to inform you that you may select 01 (one) no. of FTSs under CUDP III to fill up the existing vacant post. The guideline for selection of FTS is as under :

- Selection of FTSs may be done from existing regular HHWs who are within the age ~~limit~~ of 50 years on the day of selection and are working for at least six months
- Minimum qualification- Madhyamik pass and is able to do simple arithmetic calculation
- Selection is to be done by Municipal Level Health & Family welfare Committee and approved by BOC in its meeting

You are requested to inform the undersigned the list of selected candidates after approval by BOC in its meeting as per proforma given below :

Sl. No.	Name of the Selected Candidates for the post of FTS	Age of the Candidate as on the day of selection	Educational Qualification

Contd. to P-2.

Received
Milan Chakraborty
20/9/09

- 2 -

On receipt of the said information, course curriculum for training of FTS will be sent by SUDA to impart training to the selected candidates by your ULB. After completion of such training, you are also requested to intimate the undersigned to take further necessary action with regard to grant of approval for engagement of FTS by your ULB.

For further clarification, if any, you may contact Dr. Shibani Goswami, Project Officer, Health, SUDA (Ph. No. 2359 3184).

Thanking you

Yours faithfully,

o/c



Director, SUDA

Dt. .. 11.06.2009

SUDA-Health/115/08/124/1(2)

CC

- 1. Asstt. Health Officer, Garulia Municipality**
- 2. Project Officer, Health SUDA**



Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. ...SUDA-Health/115/08/104

Date04:06.2009

From : Director, SUDA

To : The Chairman
Garulia Municipality

Sub. : Leave entitlement to grass root level Health functionaries under CUDP III
and IPP-VIII, Garulia Municipality.

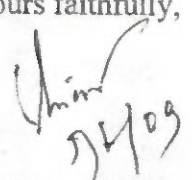
Ref. : Your communication bearing memo no. 62 dt. 14.05.2009.

Sir,

With reference to above, this is to inform you that Model Leave Rules of Municipal Employees (Rule 24) are to be followed with regard to admissibility of leave for grass root level Health functionaries under CUDP III and IPP-VIII.

Thanking you

Yours faithfully,


Director, SUDA

Telephone No. : 2561-5061

Fax No. 2540-8432(033)

No. 62

Office of the Councillors, Garulia Municipality

From :

Sri Amal Kumar Chatterjee

CHAIRMAN, GARULIA MUNICIPALITY

P.O. Garulia, Dist. North 24 parganas.

To

The Director , SUDA

Health wing , "LGUS BHAVAN"

H-C Block, Sector - III , Bidhannagar

Kolkata - 700091

Date : 14/5/09



Sub : Regarding Leave rules of H.H.W. and F.T.S. under
CUDP - III and IPP-VIII health Programme.

Madam ,

With reference to the above I am to request you to supply , the latest G.O. in the matter of leave of H.H.W. and F.T.S. for smooth running of health administrator of this Municipality.

Thanking you ,

Yours faithfully ,

A handwritten signature in blue ink, appearing to be 'Amal Kumar Chatterjee', written over the typed name of the Chairman.

Chairman
Garulia Municipality





STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No.SUDA-Health/115/08/90

Date25.05.2009

From : Director, SUDA

To : The Chairman
Garulia Municipality

Sub. : Filling up the vacancy (1 no) for the post of PTMO under CUDP III of
Garulia Municipality.

Ref. : Your communication bearing no. 606 dt. 10.01.2009

Sir,

Selection of PTMO (one no.) for sanctioned post in respect of CUDP III is to be done by the Municipal level Health & Family Welfare Committee (MHFWC) with approval of Board of Councillors (BOC) in its meeting. Information in respect of positioning of PTMO is to be forwarded to SUDA for keeping office record.

Thanking you.

Yours faithfully,

Director, SUDA

Office of the Councillors, Garulia Municipality

P.O. Garulia, Dist. North 24-Parganas

Sri Amal Kumar Chatterjee

Chairman, Garulia Municipality

Memo No. 606

Date: 10-01-2009

To
The Director, SUDA,
HEALTH WING, "ILGUS BHAVAN",
H-C Block, Sector-III, Bidhannagar,
Kolkata - 700 091.



Sub : Engagement of man power in the vacant post
under CUDP-III & IPP-VIII at Garulia Municipality.

Ref : No. SUDA-Health/17(Pt.II)/08/55 dt. 16-12-2008
bu received on 30-12-2008./

Madam,

With reference to the above noted subject I am to furnish herewith
the following informations as desired by you.

	CUDP-II Unit I+II	IPP-VIII	E.S.O.P.D.	
Sanctioned No. of HHWs	30+30=60	35	-	95
Actual No. of HHWs in position	27+30=57	33	-	90
Sanctioned No. of FTSs	6+6	7	-	
Actual No. of FTS in position	5+6	7	-	
Sanctioned No. of P.T.M.O.	1+1=2	2	-	
Actual No. of FTS in Position P.T.M.O.	0+1=1	2	-	
Sanctioned No. of Part time Sweeper			2	
Actual No. of Part time Sweeper			1	

Thanking you,

Yours faithfully,

(Signature)
Chairman
Garulia Municipality



HHW - separate file
FTS - separate file
Ex. Pt. Mo
- no Annexure
part for part time
sweeper - not
the way other
applicable part
for P.M.O.
for ESOP