

# PANIHATI MUNICIPALITY

Panihati North (24) Pgs

Municipal Level Health and Family Welfare Committee

Selection of FTS *held on 22.12.09*

SI No	Name of The Candidates	Written (25)	Ngo (5)	CDS (5)	Viva			TOTAL (Viva + Theory)	Remarks
					CIC (5)	Chairman (5)	SUDA / HO (5)		
1	Jayasree Acharjee (CUDP- III)	16	3'5	3	3	3'5	2	31	Selected
2	Rama Bhatteerjee (CUDP- III)	14	3'5	4	2	3'5	3	30	—
3	Nandita Banerjee (CUDP- III)	17	3'5	4	3	3'5	3	34	Selected
4	Kalpna <del>Sarma</del> <sup>Sardar</sup> (CUDP- III)	10	3	2	2	2	1	20	—
5	Bithika Bhanja (CUDP- III)	15 1/2	3	4	1	2'5	3	29	—
6	Rama Sanyal (CUDP- III)	13	3	3	3	2	3	27	—
7	Sagarika Bhatteerjee ( IPP-VIII )	11 1/2	4	4	3	1'5	2	26	—
8	Tapati Dey (Roy) ( IPP-VIII )	12 1/2	4	4	1	3'5	2	27	Selected
9	Bharati Das ( IPP-VIII )	—	—	—	—	over aged &	candidates cancelled	—	—
10	Aparna Dey (Paul) ( IPP-VIII )	18	4	4	4	3	2	35	Selected
11	Jayanti <sup>Ch</sup> Bhatteerjee ( IPP-VIII )	15 1/2	3'5	4	2	3	3	31	Selected
12	Nibedita Das ( IPP-VIII )	17	3'5	4	1	3'5	2	31	Selected
13									

Signature of Selection Committee Members :-

Chairman

CIC Public Health

ACMOH

DM Reprerentative

NGO

NGO

SUDA / HO

*22/12/09*

Health Officer.

**PANIHATI MUNICIPAL OFFICE**  
**PANIHATI, NORTH 24 PARGANAS**

Proceedings of an Ordinary Meeting of the Board of Councillors of Panihati Municipality held on Wednesday, the 30<sup>th</sup> December, 2009 at 5-30 P.M. in the Municipal Board Room.

**(26th Meeting)**

Members Present :-

1.	Sri Charan Chakrabarti	Chairman
2.	“ Pankaj Das	Vice-Chairman
3.	“ Satyabrata Biswas	Member, CIC
4.	“ Sambhu Nath Ghosh	do
5.	Smt. Tandra Das	do
6.	Sri Rabindra Nath Chakraborty	do
7.	“ Indrajit Sinha	do
8.	“ Bijan Kumar Bhattacharjee	do
9.	Smt. Renuka Roy	do
10.	“ Jayasree Banerjee	do
11.	“ Kajal Banerjee	do
12.	“ Sikha Datta(Das)	do
13.	Sri Sanjib Mukherjee	do
14.	Smt. Smriti Chakraborty	do
15.	“ Mita Halder	do
16.	Sri Subhas Ganguly	do
17.	“ Kanchan Mukherjee	do
18.	Smt. Bandana Das	do
19.	“ Arpita Chakraborty	do
20.	“ Aparna Ghosh	do
21.	Sri Prabir Majumder	do
22.	Smt. Tulu Rani Das	do
23.	“ Shrabanti Roy	do
24.	Sri Subho Banerjee	do
25.	“ Dilip De	do
26.	“ Bhaskar Bose	do
27.	“ Sanmoy Bandyopadhyay	do
28.	Smt. Sandhya Mukherjee	do
29.	Sri Priyabrata Pal	do

Sri Charan Chakrabarti, Chairman, Panihati Municipality took the chair and presided over the meeting.



**UNLISTED MOTION AND QUESTION AROSE**  
**OUT OF BEGINNING OF THE MEETING**

At the outset of the meeting Sri Prabir Majumder, Councillor requested to undertake the proposal for Mediclaim policy for all councillors of the Municipality. Chairman assured that the proposal will be looked into seriously.

Sri Sanmoy Banerjee , Councillor pointed out regarding old age pension received from S.D.O., Barrackpore Relief Deptt. for inspection and report. Chairman replied that received cases has already inspected by our staff and the report alsosent to the S.D.O. office for sanctioning the cases.

Government sanctioned Rs.7.00(Seven) per head per day providing coocked food for implementation of the scheme on spēcial assistance for Urban poor will not implemented due to shortage of allotment of Fund for the purpose as per question arise by Sri Prabir Majumder, Councillor.

Prabir Majumder, Councillor further requested that the cases of mutation and sanctioning of Building plans in respective wards may not consider without consent of ward councillors.

Sri Subho Banerjee and Smt. Tulu Rani Das councillor pointed out Mosquito Oil spraying labour may be absorved as conservancy workers and 13 Nos. workers have been working for the purpose since long and the same may be absorved on casual basis as early as possible.

Chairman replied that present Mosquito Oil spray workers may formed selfhelp group/cooperative and the said co-operative/selfhelp group may participate in Tender for the purpose so as to the said 13 (thirteen) persons may engage themselves with the works at present but it is reported that at present 25 Nos. worker instead of 13 workers have been working for the purpose.

Sri Sanmoy Banerjee requested that not to engage Sri Samir Dey for any work of the Municipality because " I have seen that he was discussing with Sri Shyamal Chanda, S.I. for a long time at the outside of the Municipal Office." Chairman may please note the matter.

A letter of Sri Kanchan Mukherjee, Councillor regarding closing of a culvert near Fatullyapur and Kalyani By pass and wherein rain water passing from ward Nos.26, 27, 28, 29 of Panihati Municipality and as such chairman, North Dum Dum Municipality may be intimated to take early action for re-opening the said culvert at an early date to avoid water logging in the area.

Chairman requested to all councillors for forwarding loan proposal of beneficiaries of BSUP programme who will pay at least Rs.5,000/- and balance amount will pay by the concerned bank as loan.

Most of opposition councillors particularly Sri Prabir Majumder, Sri Sanmoy Banerjee and Smt. Shrabanti Roy expressed their dissatisfaction regarding performance and behaviour of Sri Abhijit Bhowmik, Sri Bikash Dutta and Sri Tapas Roy (Pintu) of P.W.Department. Chairman assured to take proper action as per rule in this respect.

1. That the members of the House unanimously considered Administrative Approval and Financial sanction (AA&FS) against Intra Municipal Infrastructure Fund during the year 2009-10 to 2010-11 (Allotment of Fund 2,14,93,000/-) of KUSP and included in the ADP of 2009-10.
2. That the members of the House unanimously considered AA&FS against capacity building fund a total amount of Rs.2,83,400/- (Two Lakh Eightythree thousand four hundred)only during 2009-10 to 2010-11 for procurement of Computers, UPS, Printers, Pendrive, Computer Chair & Table for E-Governance Application.
3. That the BOC considered and approved the list of selection of F.T.S.(First Ty<sup>ie</sup> Supervisor) for engaging against the approved existing vacancies in different sub-Centres under CUDP-III & IPP-VIII Health Project in Panihati Municipality as per guidelines of SUDA.
4. That the members of the House considered and approved the estimate for improvement of R.N.Tagore Road from B.T.Road to Nilganj Road under W/No.13 amounting Rs.9,20,616/- (Nine Lakh Twenty thousand six hundred sixteen)only.
5. That the BOC considered and approved the over-time Bill (Extra Time Work) for the permanent and daily rated workers for the month of September, 2009 during Durga Puja Festival, 09 amounting Rs.4,25,115/- (Four Lakh Twentyfive thousand one hundred eleven)only.
6. That the members of the House unanimously considered and approved the proposal of Store-keeper (Genl) regarding Auction process of condemned materials.

**NEXT THE AGENDA MATTERS WERE PLACED ON THE TABLE AND THOSE WERE CONSIDERED, READ, DISCUSSED, DELIBERATED, CONFIRMED, APPROVED AND ACCEPTED UNANIMOUSLY IN TOTO AS RECORDED BELOW.**

- A-1. That the members of the House confirmed proceedings of the last meeting of the Board of Councillors dated 30<sup>th</sup> November, 2009 and considered the proceedings of the Chairman-in-Council meeting dated 05.12.09, 12.12.09 (Two meetings) and 19.12.2009 respectively.
- A-2. That the BOC considered the petition(s) for Mutation of Names.
- A-3. That the BOC considered the petition(s) for Correction of Names.
- A-4. That the BOC considered the petitions for interim Assessment for 4<sup>th</sup> Quarter, 2009-10.
- A-5. That the members of the House unanimously considered and approved the case of remission of Ex-serviceman u/s 100A of West Bengal Municipal Act in respect of property Tax.
- A-6. That the BOC considered the cases of excessive hardship u/s 103 of the West Bengal Municipal Act in respect of property tax.
- A-7. That the BOC considered payment of grants on account of Entertainment Tax to Urban Local Bodies during the year 2009-10 (3<sup>rd</sup> instalment) vide Memo No.249G/MA/N/C-2/IG-7/2009 dt.30.11.09 amounting Rs.22,35,000/- (Twentytwo Lakh thirtyfive thousand)only.



- A-8. That the members of the House considered and approved release of fund in favour of Urban Local Bodies under state Finance Commission Grant 2009-2010 (1<sup>st</sup> instalment) via Memo No.222(7)/MA/P/C-10/1G-2/2005 Pt.-II(FS) dt.13.11.09 amounting Rs.47,04,675/- (Fortyseven lakh Four Thousand six hundred seventyfive)only.
- A-9. That the members of the House considered the extension of service period of Lokenath Security Service for further 1(One) year for providing 2(Two) Gunmen in this Municipal Office on & from 1<sup>st</sup> January, 2010.
- A-10. That the BOC considered and approved the prayer of Abhijit Bhowmik and others regarding conveyance allowance @ Rs.300/- (Three hundred) only per month with effect from 01.01.2010.
- A-11. That the members of the House unanimously considered and approved the Memo No.10900 F dated 9<sup>th</sup> December, 2009 regarding Dearness Allowance to the State Government Employees w.e.f. 1<sup>st</sup> December, 2009.
- A-12. That the BOC considered the proposal of SAE (Electrical) for surging of the Railway Park Deep Tube well under ward No.14, amounting Rs.25,000/- (Twentyfive thousand) only.
- A-13. That the BOC unanimously considered and approved the following list of estimates of works of Public Works Department :
- i) Improvement of Umacharan Chatterjee Road in W/No.4 amounting Rs.3,33,869/- (Three Lakh thirtythree thousand eight hundred sixty nine)only.
  - ii) Improvement of Lime Store Room in the Panihati Municipal Complex in W/No.13 for an amount of Rs.18,915/- (Eighteen thousand nine hundred fifteen)only.
  - iii) Construction of culvert at North Station Road (Near Morning Star School) in Ward No.10 for an amount of Rs.7,258/- (Seven thousand two hundred fifty eight) only.
  - iv) Improvement of Ananda Nagar Road (extra work) in front of new KMDA culvert in W/No.34 for an amount of Rs.34,750/- (Thirtyfour thousand seven hundred fifty)only.
  - v) Improvement of East Bijoypur Road (Extra work) of 1, 2,3 near H/O Ranjit Mukherjee and Baidyanath Sarkar in W/No.31 for an amount of Rs.73,649/- (Seventythree thousand six hundred forty nine)only.
  - vi) Improvement of K.P.Road bye-lane starting from H/O Amulya Chandra Dey to end point of Ranjit Das Surity Bhawan in W/No.20 amounting Rs.4,02,341/- (Four Lakh two thousand three hundred forty one)only.
  - vii) Escalation of rates for the work improvement of road at Ramkrishna saroda Road bye-lane in W/No.21 amounting Rs.7,579/- (Seven thousand five hundred seventy nine)only.
  - viii) Repairing of road from Nilachal to Panchanantala Bazar More in W/Nos.18 & 21 amounting Rs.1,50,380/- (One Lakh fifty thousand three hundred eighty)only.

- ix) Improvement of road in W/Nos.8, 9 & 10 amounting rs.26,19,437/- (Twentysix Lakh nineteen thousand four hundred thirtyseven)only. Sri Prabir Majumder, Councillor proposed to convert the roads from Bituminous to Concrete Road. Chairman assured that the matter will be looked into.
- x) Construction of drain at Amarabati near Eye Care in W/No.17 for an amount of Rs.7,60,305/- (Seven Lakh sixty thousand three hundred five)only by cancellation of an estimate of Rs.8,33,199/- (Eight Lakh thirtythree thousand one hundred ninety-nine)only passed in the BOC meeting dt.30.12.08.

A-14. That the BOC considered and approved the proposal of Motor Vehicle-In-Charge for 6 jobs repairing and supplying works by 5 Agencies amounting Rs.75,845/- (Seventyfive thousand eight hundred fortyfive)only.

A-15. That the members of the House unanimously considered and approved the list of beneficiaries in different wards within the Panihati Municipal Area of National Family Benefit Scheme under NSAP.

A-16. That the members of the House considered the list of estimates of Water Supply department for sinking/re-sinking of hand tube wells/laying and maintenance of pipe line at different wards under KUSP/SFC Fund and post-facto approval of estimates of Sluice Valve Chamber and new street Tap Point.

A-17. That the BOC considered and approved the proposal for opening of a new Recurring Deposit A/C at the Bank of Baroda, Sodepur Branch @ Rs.3.00(Three) Lakh per month for 12(Twelve) w.e.f. January, 2010 months to meet up the expenses for Pension and Gratuity of retired employees of the Municipality.

A-18. That the members of the House considered the proposal of Motor Vehicle-In-Charge regarding permanent advance of Rs.25,000/- (Twentyfive thousand)only to him for procurement of Lubricant in cash as M/S. Maa Tara Service Station is not in a position to supply.

A-19. That the BOC considered and approved the estimate for improvement of Central Road (H.B.Town) in W/No.31 amounting Rs.12,54,900/- (Twelve Lakh fiftyfour thousand nine hundred)only.

A-20. That the BOC considered and approved the estimate for improvement of Road No.4, H.B.Town in W/No.31 amounting Rs.14,70,299/- (Fourteen Lakh seventy thousand two hundred ninety-nine) only.

A-21. That the members of the House considered and approved the estimate for improvement of Road No.5, H.B.Town, W/No.31 amounting Rs.9,88,480/- (Nine Lakh eightyeight thousand four hundred eighty)only.

**The meeting ended with vote of thanks to & from the chair.**

  
**Chairman**

Panihati Municipality

**Dated:30.12.2009**

HNR./





# STATE URBAN DEVELOPMENT AGENCY

HEALTH WING  
"ILGUS BHAVAN"

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

Ref No. ....SUDA-Health/131/08/

Date .....18.05.2009

From : Director, SUDA

To : The Chairman  
Panihati Municipality

- Sub. : (1) Engagement of HHWs in the vacant approved posts under IPP-VIII.  
(2) Selection of HHWs in the vacant approved posts under CUDP III.  
(3) Selection of FTSS in the vacant approved posts under IPP-VIII and CUDP III.

Ref. : Your communication bearing no. PM/H/IPP/45/08-09 dt. 23.09.2008.

Sir,

In respect of subject no. (1). I am to inform you that you may fill up the existing sanctioned ten nos. of vacant posts of HHWs in respect of IPP-VIII by engaging selected HHWs from the list of final / panel candidates selected by the Central Selection Committee held on 03.03.2008 and have completed their training successfully conducted by KMDA. The said engagement may be done with the approval of Board of Councillors in its meeting.

Information with regard to engagement of HHWs is to be forwarded to the undersigned as per proforma given below for this office record.

Sl. No.	Name of HHW	Engaged under the Prog.	Ward no. of working area	Date of engagement

In respect of subject no. (2), the criteria for selection of HHWs approved by the Dept. is enclosed at Annexure – I which is to be followed.

In respect of subject no. (3), the criteria for selection of FTSS approved by the Dept. is enclosed at Annexure – II which is to be followed.

Thanking you.

Encl. : As stated.

Yours faithfully,

Director, SUDA

### Guideline for selection of HHWs

#### Criteria for selection of HHWs :

- To be selected from the BPL population of the respective ward wherein vacancies exist.
- Must be female in the age group of 25 – 35 years.
- Preferably married.
- Minimum class –VIII pass.
- Having motivation / experience of rendering social services.

#### Process for selection of HHWs :

- The issue of selection of HHWs is to be put up in the Board of Councillors meeting of the Municipality.
- Notice to be put up in the Notice Board inviting the applications from the women of BPL families of the respective wards.
- Municipal Level Health & Family Welfare Committee shoulders the overall responsibility for selection of HHWs.
- Secretary convener of Health & Family Welfare committee in consultation with the Chairman will form a 4 or 5 member **selection Sub-Committee** for preliminary selection of HHWs. The said committee will prepare the list of preliminary candidates for final selection.
- Final selection will be done by the Health & Family Welfare Committee wherein one representative from Health Wing, SUDA will be present.
- List of finally selected candidates of respective wards is to be prepared and to be put up in the meeting of Board of Councillors for approval.
- The list of such finally selected candidates is to be forwarded as per proforma given below to the undersigned for further instruction :

Sl. No.	Name of Candidate selected as HHW	Age of candidate at the time of selection	Educational Qualification	Ward No. for which selected



**Guideline for Selection of First Tier Supervisor (FTS) from amongst the regular HHWs**

**Criteria for Selection of FTSs :**

- i) Selection of FTSs be done from existing regular HHWs who are within the age group of 50 years on day of selection.
- ii) In case HHWs within the age group of 50 years are not available, selection of FTS be done from freshly engaged HHWs age between 25 - 36 years on day of selection. Such HHWs should complete at least six months working experience.
- iii) Minimum educational qualification - Madhyamik Pass and is able to do simple arithmetical calculation,
- iv) She should have executed her duties properly while working as regular HHW. Preliminary assessment is to be done by HO / AHO. Check list of which are as follows :
  - Attendance and field activities / performance,
  - Collection and compilation of base line health survey data,
  - Ability in filling up of Family Schedule, HMIS format,
  - Maintaining records, registers,
  - Assist in conduct of immunization. ANC / PNC clinic, general treatment clinic,
  - Level of capacity for motivational work,
  - Possession of leadership quality.

**Process for Selection of FTSs :**

The list of HHWs per Sub-Centre is to be prepared by the HO / AHO indicating gradation of preliminary assessment as good / average / poor. The said list is to be placed on the day of selection of FTS before the Municipal Level Health & Family Welfare Committee (MHFWC) who has been vested with the responsibility of selection.

Written test and viva voce for all the eligible & willing HHWs of each Sub-Centre be conducted on the same day by MHFWC wherein one representative from Health Wing, SUDA will be present.

The MHFWC will select the suitable candidates for the post of FTS per Sub-Centre and prepare Sub-Centre-wise final list for placement before the BOC meeting.

The list of finally selected FTSs so ratified by the BOC meeting is to be forwarded by the Chairman of the ULB to Director, SUDA for office record. The selected FTSs are to undergo training, the details of which will be intimated on receipt of list of selected FTSs from the ULBs. On completion of such training for FTSs, they will be engaged as FTSs for which necessary instruction will follow.



# STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. ....SUDA-Health/131/08/485

Date .....01:12:2009

From : Director, SUDA

To : The Chairman  
Panihati Municipality

Sub. : Filling up of vacancy of one Attendant for ESOPD under IPP-VIII.

Ref. : Your communication bearing no. PM/Genl/Health/09/458 dt. 09.10.2009.

Sir,

With reference to above, I am to inform you that you may fill up the existing sanctioned vacant post of Attendant under IPP-VIII, as requested for, strictly following the guideline as detailed below :

#### Criteria for Selection of Attendant :

- i) Age as applicable for Municipal Employees,
- ii) Educational qualification – Madhyamik,
- iii) Should have knowledge & experience in office work for 2 (two) years.

#### Process for Selection of Attendant :

- Notice inviting applications is to be floated.
- The Municipal Level Health & Family Welfare Committee (MHFWC) will select the suitable candidates for the post.
- The list of finally selected Attendant is to be ratified by the BOC in its meeting and the ULB is to engage personnel on contract basis upto the present tenure of this programme i.e. 30.06.2010.
- Panel list of the selected candidates will remain valid maximum of 2 (two) years.
- Information in respect of engagement of personnel is to be forwarded to Director, SUDA for office record.

Thanking you.

Yours faithfully,

Director, SUDA



PO(H)  
27/7



**GOVERNMENT OF WEST BENGAL**  
**DEPARTMENT OF MUNICIPAL AFFAIRS**  
WRITERS' BUILDINGS, KOLKATA-700001

No.456MA/C-10/3S-45/2007

Dated, Kolkata, the 3<sup>rd</sup> July, 2009

From: Sri A. K. Patra,  
Joint Secretary to the Govt. of W.B.

To : The Director,  
State Urban Development Agency, W.B.

Sub:- Extension of IPP-VIII and IPP-VIII(Extension) Programme for further one year w.e.f 01.7.2009 and retention of the services of the personnel attached thereto.

Madam,

With reference to your memo no. SUDA-Health/146/08/136 dt.22.6.2009 and in continuation of this deptt. order no.732/MA/C-10/3S-45/2007 dt.09.07.2008, I am directed to convey the post facto approval to the extension of the post project maintenance and operation of IPP-VIII and IPP-VIII(Extension) Programme for further one year w.e.f 01.7.2009 (up to 30.6.2010) as well as to the extension of the tenure of the personnel engaged under the Programme for a further period of one year from 01.7.2009 to 30.6.2010 on the existing terms and conditions, subject to satisfactory performance.

Yours faithfully,

Joint Secretary.

No.456/1(10)/MA/C-10/3S-45/2007

Dated, Kolkata, the 3<sup>rd</sup> July, 2009

Copy forwarded for information and necessary action to the:-

1. The Principal Accountant General (A&E), W.B., Treasury Bldgs, Kolkata-700001,
2. The Principal Accountant General (Audit), W.B., Treasury Bldgs, Kolkata-700001,
3. The Finance Department (Gr. N) of this Govt.
4. Principal Secretary, Health & Family Welfare Department, Swasthya Bhawan, 3<sup>rd</sup> Floor, B-Wing, GN-29, Sector-V, Salt Lake City, Kolkata- 700091.
5. Director of Health Services & EO Secretary of H & F.W Deptt.. Health & Family Welfare Department, Swasthya Bhawan, 3<sup>rd</sup> Floor, B-Wing, GN-29, Sector-V, Salt Lake City, Kolkata- 700091.
6. P.S to the M.I.C of this Department.
7. P. S to the Principal Secretary of this Department.
8. P.A to Joint Secretary (AKP) of this Department.
9. Sri Supriya Mukherjee, UDA, Cell-10 of this Department.
10. Guard File of cell-10 this Department.

Joint Secretary.

**SUDA**

# STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. ....SUDA-Health/131/08/412

Date .....22.10.2009

From : Director, SUDA

To : The Chairman  
Panihati Municipality

Sub. : Filling up of vacancy of one Attendant for ESOPD under IPP-VIII.

Ref. : Your communication bearing no. PM/Genl/Health/09/458 dt. 09.10.2009.

Sir,

With reference to above, I am to inform you that you may fill up the existing sanctioned vacant post of Attendant under IPP-VIII, as requested for, strictly following the guideline as detailed below :

**Criteria for Selection of Attendant :**

- i) Age as applicable for Municipal Employees,
- ii) Educational qualification – Madhyamik,
- iii) Should have knowledge & experience in office work for 2 (two) years.

**Process for Selection of Attendant :**

- Notice inviting applications is to be floated.
- The Municipal Level Health & Family Welfare Committee (MHFWC) will select the suitable candidates for the post.
- The list of finally selected Attendant is to be ratified by the BOC in its meeting and the ULB is to engage personnel. *for the period on contract basis upto 30.6.2010*
- Panel list of the selected candidates will remain valid maximum of 2 (two) years. *as the*
- Information in respect of engagement of personnel is to be forwarded to Director, SUDA for office record.

Thanking you.

Yours faithfully,

Director, SUDA

*upto the present / closure of  
the program  
upto 30.6.2010*



**Guideline for Selection of  
Second Tier Supervisor (STS), Clerk cum Storekeeper and Attendant**

**Criteria for Selection of STS :**

- i) Age as applicable for Municipal Employees or retired GNM / ANM within the age group of 62 years,
- ii) Educational qualification – Respective Nursing degree from recognized University / Nursing Council,
- iii) Experience – Adequate knowledge & experience in the field of Public Health including MCH, training & vaccination for 2 (two) years in case of fresher.

**Criteria for Selection of Clerk cum Storekeeper :**

- i) Age as applicable for Municipal Employees,
- ii) Educational qualification – Graduate from recognized University,
- iii) Should have knowledge & experience in office work for 2 (two) years.

**Criteria for Selection of Attendant :**

- i) Age as applicable for Municipal Employees,
- ii) Educational qualification – Madhyamik,
- iii) Should have knowledge & experience in office work for 2 (two) years.

**Process for Selection of STS, Clerk cum Storekeeper and Attendant :**

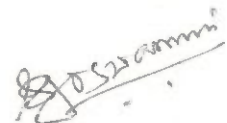
Notice inviting applications is to be floated.

The MHFWC will select the suitable candidates for the posts.

The list of finally selected STS, Clerk cum Storekeeper and Attendant is to be ratified by the BOC in its meeting and the Chairman is to engage personnel.

Panel list of the selected candidates against each of the posts will remain valid maximum of 2 (two) years.

Information in respect of engagement of personnel is to be forwarded by the Chairman of the ULB to Director, SUDA for office record.



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

No.111-MA/C-10/3S-55/2005

Date :02.02.2007

From : Shri S. K. Bhowmick  
Joint Secretary to the Govt. of West Bengal.

To : The Chairperson,  
\_\_\_\_\_ Municipality.

Sub : Contractual appointment of staff in connection with running the Community Based Primary Health Care Services in 63 ULBs and formation of Municipal Management Cell thereunder.

Sir/Madam,

I am directed to request you to kindly proceed immediately for the contractual recruitment of the following categories of staff through due process as per qualification and contractual pay. The selection may be made through the Municipal Level Health and Family Welfare Committee.

Staff to be recruited contractually

Sl. No	Category of staff	Education qualification	Experience	No. to be recruited	Contractual Pay
1.	Medical Officer	MBBS degree from a recognised university	Knowledge in Com.Health/maternity and child health programme	1 (only for these ULBs having more than 40 thousand population)	Rs.6000/- p.m.
2.	Sanitary Inspector	H.S. & Certificate course in the subject specific	2 years in the related field	1	Rs.5500/- p.m.
3.	Computer Asstt.	Graduate from a	Knowledge in M.S.Office, Tally	1	Rs.5000/- p.m.

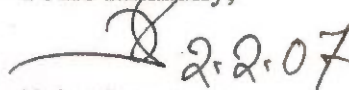


		recognised university and course in Computer Technology	7.2 etc.		
4.	Accounts Asstt.	Graduate from a recognised university	Adequate experience in handling accounts independently and knowledge in accountings of Govt./Semi-Govt. offices	1	Rs.5000/- p.m.
5.	Multi-purpose Helper-cum-S.K. Clerk	Graduate from any recognised university	Adequate knowledge and experience in office work in Govt./Semi Govt. offices	1	Rs.5000/- p.m.
6.	Health Assistant	Madhyamik	Adequate knowledge and experience in community based health programme for 2 years.	1	Rs.5000/- p.m.

The contractual appointment will be initially for one year renewable for another year on satisfactory performance.

Age in all cases will be as applicable for municipal employees.

Yours faithfully,

  
(Joint Secretary)

No.111/1(2)-MA/C-10/3S-55/2005

Date :02.02.2007

Copy forwarded for information and necessary action to.:

- 1) Director of Local Bodies, West Bengal.
- 2) Director, SUDA.

  
(Joint Secretary)

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

№ 86/MA/P/C-10/3S-51/2003

Dated Kolkata the 22nd January, 2004

From : B.K.Saha, I.A.S.

Joint Secretary to the Government of West Bengal.

To : The Principal Accountant General (A&E), West Bengal,  
Treasury Buildings, Kolkata - 700001.

Sub : Implementation of a Pilot Project with DFID assistance to launch the Honorary Health Worker Scheme in 11 Municipalities viz. Cooch Behar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupore, Kalna, Krishnanagar and West Midnapore.

Sir,

I am directed to state that a pilot project with DFID support to extend the Honorary Health Worker Scheme in 11 Municipalities outside KMDA area has been approved by the Government of India vide their letter no.L-19012/46/02 dated 2.12.2003. The project will basically involve Selection/Training and deployment of Honorary Health Worker @ one per 200 B.P.L. households for providing mother child care on IPP pattern. It has been decided to set up ~~of~~ a Central Coordinating Cell at SUDA and a Municipal Management Cell at each of the 11 Municipalities to coordinate and implement the project. The entire funding for the project will be provided by DFID for one year, likely to be extended for five years.

2. After careful consideration of the matter the Governor has now been pleased to accord the administrative approval to the DFID funded pilot project to extend Honorary Health Worker Scheme in 11 Municipalities viz. Cooch Behar, Jangipore, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupore, Kalna, Krishnanagar and West Midnapore and to create a Central Coordinating Cell at SUDA and a Municipal Management Cell in each of the aforesaid Municipalities as per Annexure-'A' and Annexure-'B' for one year for the present with effect from 1.2.2004. The engagement of personnel in the Municipal Management Cell will be made in accordance with the manner prescribed in the booklet in Bengali circulated to them.

3. The Honorarium liabilities against all the posts of the Central Coordinating Cells at SUDA as well as the Municipal Management Cells will be borne out of the project fund to be provided by DFID.

4. This order issues with the concurrence of the Finance Department vide their U.O.No.G-299 dated 15.1.2004.

5. All concerned have been informed.

Yours faithfully,



Joint Secretary  
to the Govt. of West Bengal.



Enclosure to G.O. No. 86/MA/P/C-10/3S-51/2003

Municipal Management Cell (MMC) for 11 Municipalities

Annexure - B

Dated, Kolkata, the 22nd January, 2004.

Sl. No.	Category of Personnel	Qualification	Experience	No. of Post Required @ 1/Mpl.	Person already in place	Person to be procured	Scale of Pay (In Rs.) (If deputed from Govt.)	Consolidated Pay per month per head (In case of contractual engagement)
1.	AHO	MBBS degree from recognised University	Knowledge in Community Health/maternity & Child health programmes.	11	Nil	11	Scale - 16	Rs. 8000/-
2.	Community Development Officer	Bachelor degree for recognised University	Knowledge and field experience in community development activities in State Govt./Central Govt./autonomous body.	11	Nil	11	-Do-	Rs. 8000/-
3.	PHN training	Nursing degree from recognised University	Adequate knowledge & experience in the field of public health including MCH and training.	11	Nil	11	Scale - 9	Rs. 4000/-
4.	Data Entry Operator	Bachelor degree for recognised University and Course in Computer Technology.	Should have knowledge in Data Entry.	11	Nil	11	Scale - 6	Rs. 3350/-
5.	Accounts Assistant	Bachelor degree for recognised University	Should have knowledge experienced in dealing accounting system.	11	Nil	11	Scale - 9	Rs. 4000/-
6.	Clerk cum Store keeper	Bachelor degree for recognised University	Should have knowledge and experience in office work.	11	Nil	11	Scale - 6	Rs. 3350/-
7.	Attendant	School Final	-Do-	11	Nil	11	Scale - 1	Rs. 2600/-

Joint Secretary

OLW

Ph. : 2553-2909/2563-4457  
Fax : 2553-1487

From : Charan Chakraborti  
Chairman,

Office of  
*The Municipal Councillors*  
*of Panihati*  
PANIHATI, KOLKATA - 700 114

No : Pm/Gen/Health/09/458

Dated, 09.10.09.

To  
The Director. S.U.D.A  
C.M.U, Ilgus Bhaban,  
Sector -III  
Bidhan Nagar  
Kolkata - 700 106



Sub : Approval of One "Attendant" at the ESOPD Under Panihati Municipality.

Sir,

It may be intimated that one post of an "Attendant" (Out of two) has been lying vacant at the ESOPD under this Municipality for a long time which causes difficulty in running the ESOPD properly.

I would, therefore, request you to kindly inform us the procedure to be adopted for engagement of the "Attendant" from this end.

In this connection, Xerox copy of the original letter addressed to the then authorities is enclosed for favour of your kind information.

However, neither we have received any reply nor any instruction from the KMDA on the subject.

Thanking you,

Enclo as above :

Yours faithfully,

Chairman  
Panihati Municipality.



Office of the Health Department  
PANIHATI MUNICIPALITY  
Panihati, (N) 24-PGS

Date: 30<sup>th</sup> September 2009

To,  
The Chairman,  
Panihati Municipality.

H.O.  
P. 1020 - a vchindiv, if admistr. to SW  
and a/c. 1020

Subject: Delayed engagement to the post of Attendant in the ESOPD.

Ref: Letter dated 29.08.09 of Smt. Kajal Banerjee, Councillor Ward No-12.

Sir,

In reply to your note on the body of the aforesaid letter, it may be intimated that KMDA as well as SUDA have not considered the candidature of Smt. Anjana Nath though the post of Attendant has been lying vacant in the ESOPD for a long time .

In this context, after obtaining relevant procedure to be adopted for engagement to the post further necessary action may please be taken from your end accordingly.

The original letter of the Councillor is returned herewith for favour of your kind perusal and ready reference.

Yours faithfully,

30/9/09  
Health Officer, Panihati Municipality.

Office of the Councillors  
of  
Panihati Municipality  
Panihati North 14 Parganas  
RECEIVED  
Receipt No. 2409  
Date 30/09/09  
Department

CLM

# PANIHATI MUNICIPAL OFFICE

PANIHATI KOLKATA - 700 114

Phone : 2553-2909, 2563-4457 FAX : 2553-1487

Office of the  
of  
Panihati Municipal  
Panihati No. 21, Pargana  
RECEIVED  
Municipal  
29/8/09

Dated 29/8/09

স্বাক্ষরিত  
পৌর প্রকৌশল  
পানিহাটী, উত্তর ২৪ পরগণা

বিষয়ঃ - অজ্ঞান মানুষের কার্ফ নিয়োগের  
দীর্ঘস্থায়িত্বের অবসান ও ঘটনোর  
আবেদন পত্র।

স্বাক্ষর,

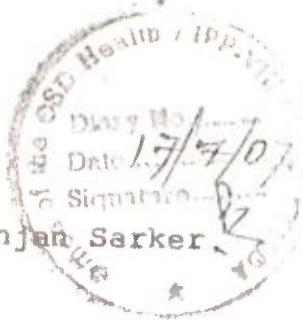
আমাদের হৃদয় পুনরায় আশঙ্কিত হইয়াছে যে অজ্ঞান হস্তশ্রমিকের  
জন্য আবেদন করা হইয়াছে। দীর্ঘদিন ধরে কার্ফ অজ্ঞানদের বিরুদ্ধে  
প্রতিস্থাপিত হইলে জনসাধারণের স্বার্থে পানিহাটীর অস্থান হস্তশ্রমিক  
অজ্ঞান নাথাকবে E.S.O.P.D (Attendant) হিসাবে নিয়োগের  
যোগ্য বিবেচনা হইবে আশা হইতেছে যে, যখন জনসাধারণের  
স্বার্থের জন্য কার্ফের সীমিত হইলে আবেদন, সুদূর পালক  
সংশোধিত হইলে অজ্ঞান আবার বৈধ হইবে।

অজ্ঞান অজ্ঞান মানুষের আবেদন মঞ্জুর

করা আশঙ্কিত হইলে জন সাধারণের স্বার্থে  
এই আবেদন স্বাক্ষরিত হইলে জন সাধারণের স্বার্থে

স্বাক্ষরিত  
স্বাক্ষরিত  
29.8.09





Phone : 2553-2909 / 2563-445  
Fax : 2553-1487

From: Sri Monoranjan Sarker,  
Chairman,

Office of  
*The Municipal Councillor*  
*of Panihati*  
PANIHATI, 24 PARGANAS (N)  
PIN : 700 114

NO: PM/H/07/316

Dated, 3.7.2007.

To:  
The OSD,  
UHIP, KMDA,  
Unnayan Bhawan,  
Salt lake City,  
Kolkata-700 091.

Sub: Approval for engagement of one Attendant  
at ESOPD under Panihati Municipality.

Sir,


One post of Attendant at ESOPD has been lying vacant due to promotion of Sri. Parimal Das which causes difficulty in functioning.

As such, Approval may kindly be accorded so that we may engage Smt. Anjana Nath whose application is forwarding herewith.

An early action is solicited.

Encl: As above

Yours faithfully,

  
Chairman  
Panihati Municipality,

To  
The Chairman,  
Panihati Municipality,  
Panihati, North, 24 Parganas.

Office of the Councilors  
of  
Panihati Municipality  
Panihati, North, 24 Parganas  
RECEIVED  
M-608  
04/7/07  
H/O

Sir,

I came to know from a reliable source that one attendant is going to be recruited at the E.S.O.P.D, J.P.P. - VIII, H. AU-1 under your kind control.

I beg to place myself for the same post with following particulars for & for your of your kind consideration and selection. Please.

Recommended for sympathetic consideration.  
Kajal Banerjee  
Councillor  
25.6.07  
Panihati Municipality

H/O  
\*  
absent  
for  
2/5/07

DATA

1. Name - Anjana Nath
2. Father's name - Late Krishna Padma Nath
3. Address - 67 No, New Colony  
Po. - Panihati,  
D.T. 24 Parganas (N)
4. Age - 39
5. Qualification - Madhyamik
6. Xerox copies of all certificates are enclosed here with.

Date 28.6.07  
67 No, New Colony  
P.O. Panihati,  
D.T. 24 Parganas (N)

yours faithfully,  
Anjana Nath





Form No. MFR M

# WEST BENGAL BOARD OF SECONDARY EDUCATION

## ADMIT

Index No.          Index No.           
G265-122

Roll No.          Angana Nath S.D. of Krishna Pada Nath  
RAHARAF No. 417

at the Mahabramh Parisha (Secondary Examination)-1988  
Whether date of birth is Shrid day of June Nineteen Hundred and Sixty-eight.

Combination of Subjects	
1. First Language: <u>Bengali</u>	3. Additional Subject, if any: <u>X</u>
2. Second Language: <u>English</u>	4. Project in Work Edn: <u>Tailoring &amp; Needle Work</u>

- N. B. (i) This Admit Card should be carefully preserved.  
 (ii) Any alteration made in the entries on the Admit Card without the authority of the Board renders the candidate liable to disqualification from sitting at this or any subsequent examination.  
 (iii) The languages in which answers in non-language subjects can only be written are Bengali, English, Hindi, Nepali, Oriya and Urdu.

*Signature*  
Deputy Secretary  
(Examinator)

*Duration*

*Date of birth  
noted and  
amination)*

*Division*

*Bomanga*



No. 265008 19/11/91



WEST BENGAL BOARD OF SECONDARY EDUCATION

Anjana Naith

Rahara-5, Sodepur, Calcutta

Roll No. 117... (In Symbols) ...

Table with columns for Work Examination Group, Marks obtained, and various subject groups (Science, Language, India & Her People, etc.) with their respective marks.

Marks in excess of the Pass Marks are added to the total of a successful candidate for determining Division.

Prepared By: [Signature]

Secretary



2119  
99

Col. Est. B. Est.



# Board of Secondary Education

MADHYAMIK PARIKSHA (SECONDARY EXAMINATION)

Certified that Shriam Chakraborty  
is daughter of Shri B. Srinivasachari Chakraborty  
appearing from Beddies Street School for Girls, whose date of birth  
is 17th day of June 1908 and was placed in the 1st Division  
1st category of 1st class in the Madrasah Division  
held in the month of March 1908 and was placed in the 1st Division



Calcutta-16.  
10-1-09

Sudin Chatterjee  
Secretary

Srinivasa Sastry  
President



**SUDA**

**STATE URBAN DEVELOPMENT AGENCY**

**HEALTH WING**

**"ILGUS BHAVAN"**

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

Ref No. **SUDA-Health/131/08/222**

Date **22.07.2009**.....

**From : Director, SUDA**

**To : The Chairman  
Panihati Municipality**

**Sub. : Representative of SUDA for inclusion as a member of MHFWC.**

**Ref. : Your communication bearing memo no. PM/Gen/Health/09/266/(8)  
dt. 15.07.2009.**

**Sir,**

With reference to above this is to intimate you that Dr. S. Basu, Asstt. Project Officer will represent SUDA as a member of Municipal Level Health & Family Welfare Committee (MHFWC).

Thanking you.

Yours faithfully,



**Director, SUDA**

**SUDA-Health/131/08/222/1(1)**

**Dt. .. 22.07.2009**

**CC**

**Dr. Basu, Asstt. Project Officer, Health, SUDA**



**Director, SUDA**

Ph. : 2553-2909/2563-4457  
Fax : 2553-1487

Office of  
*The Municipal Councillors*  
of Panihati

PANIHATI, KOLKATA - 700 114

From : Charan Chakraborti  
Chairman,

Memo No : Pm/Gew/Health/09/255/18

Dated : 15.07.09

To

The Director, SUDA.  
ILGUS BHAVAN, Sector III  
Bidhan nagar, Kolkata - 106.



Sub : Municipal Level Health & Family Welfare Committee for Panihati Municipality.

Ref : Memo No : HF/0/PHP/ 1658/0-23/98 Dt: 25.10.2002 of the Principal Secretary,  
Health & Family Welfare. Department, Govt of West Bengal.

Sir,

As per above memo, one Representative of you has been selected as one of the members of the Committee for Coordination, Supervision & Implementation of the Health Activities in Panihati Municipal area, including various National Health Programmes according to Plan & Policy framed by the Committee.

I, would, therefore, request you to kindly arrange to send the Name & Designation of your Representative so that he/ she may participate in the committee Meeting as & when requested. An early action is solicited.

Yours faithfully,

Chairman  
Panihati Municipality.

From : Charan Chakraborti  
Chairman,



Ph. : 2553-2909/2563-4457  
Fax : 2553-1487

Office of  
*The Municipal Councillors*  
of Panihati  
PANIHATI, KOLKATA - 700 114

No: PM/Geul/Health/09/286

Dated, 3.7.2009

To  
The Director, SUDA,  
Health Wing, H.C. Block  
ILGUS BHAVAN, Sector - III  
Bidhan Nagar, Kol- 700091



**Sub : Engagement of HHWs against the existing vacancies in different  
HAUs IPPVIII approved by the BOC of the Panihati Municipality.**

**Reference No : SUDA/ Health/ 131/08. Dated: 18-5-09**

Sir,

Enclosed please find here with the list of selected candidates for engagement as HHWs in the existing 12 vacancies, in different HAUs under IPPVIII in Panihati Municipality approved by the BOC, Dated 29-06-09.

It may be stated here that originally we have intimated that there were only 10 vacancies at that time in the IPPVIII Project under this Municipality. But now it comes to 12 vacancies in IPPVIII i.e. 2(Two) more vacancies occurred at present.

In this connection, it may be intimated further that a panel of 3 ( Three) HHWs (Trained) approved by the BOC on 29-6-09 for engaging as HHWs in future vacancies (which is valid up to 31-3-09) .

This is as asked for in the Memo under reference and for proper record at your end.

Thanking you,

Encl : As above.

Yours faithfully,

  
Chairman  
Panihati Municipality.  
Charan Chakraborti  
Chairman  
PANIHATI MUNICIPALITY



Ph. : 2553-2909/2563-4457  
Fax : 2553-1487

From : Sri.Charan Chakraborti  
Chairman,  
Panihati Municipality.

Office of  
*The Municipal Councillors*  
of *Panihati*  
PANIHATI, KOLKATA - 700 114

List of final selected/ Panel Candidates of HHW approved by the Central Selection Committee under UHIP held on 03-03-2008 for IPPVIII Health Programme Under Panihati Municipality to be engaged in different HAU's under IPPVIII on & from 01-07-2009 as per Memo No – SUDA- Health/131/08/ Dated. 18.05.2009 of the Project Director CMU.

**List Of The Selected Candidates :**

SL NO.	Name of HHW	Engagement under the Prog.	Ward no. of working area	Date of engagement
1	Smt. Piyali Sarker( Chakraborty)	HAU-I ,IPPVIII	12	01-07-2009
2	Smt. Bishakha Saha	HAU-I ,IPPVIII	10	01-07-2009
3	Smt.Sefali Patra	HAU-I ,IPPVIII	4	01-07-2009
4	Smt. Jamuna Podder (Das)	HAU-I ,IPPVIII	10	01-07-2009
5	Smt. Purnima Bose	HAU-II, IPPVIII	20	01-07-2009
6	Smt. Archana Bhowmick	HAU-III, IPPVIII	31	01-07-2009
7	Smt. Sangita Das	HAU-III, IPPVIII	28	01-07-2009
8	Smt. Sipra Dey Sarker	HAU-III, IPPVIII	28	01-07-2009
9	Smt. Champa Das	HAU- IV, IPPVIII	21	01-07-2009
10	Smt. Soma Dey (Paul)	HAU- IV, IPPVIII	34	01-07-2009
11	Smt. Rekha Ghosh	HAU- IV, IPPVIII	31	01-07-2009
12	Smt. Parbani Ghosh	HAU- IV, IPPVIII	29	01-07-2009

**List of Panel candidates :**

SL NO.	Name of HHW	Engagement under the Prog.	Ward no. of working area	Date of engagement
1	Smt. Rina Aich, Natagarh.			
2	Smt. Lina Sarker, ghola , C- Block.			
3	Smt. Shibani Bose, Sarada Pally.			

The above Panel List of the candidate may be valid up to 31-3-2010, & may be engaged in future vacancies in IPPVIII Health Project.

  
Chairman 20/8.09  
Panihati Municipality.  
Charan Chakraborti  
Chairman  
PANIHATI MUNICIPALITY

**PANIHATI MUNICIPALITY**  
**Office Of the Health Department**

PANIHATI, NORTH 24 PARGANAS

From: The Health Officer  
Panihati Municipality

Memo No : PM/H/IPPV<sup>III</sup>/33/09-10

E.D.  
to B.O.C. Meet  
20.6.09  
Date:- 8.6.09

To  
The Chairman,  
Panihati Municipality.

Sub : Engagement of HHWs from the list of selected & Panel Candidates as Approved by the Central Selection Committee, UHIP on 03-03-2008.

Ref : No : SUDA – Health/131/08/ Dt. 18-05-2009 of the Director, SUDA.

Sir,

It may be informed that there are 12 Posts of HHWs in the 4( Four) HAU's of the IPPVIII Health Project under this Municipality are lying vacant. As such the vacancies are to be field in from the Central Selection Committee Approved Selected & Panel Candidates who have duly been completed Training from the KMDA.

The Engagement of the Candidates as HHWs may kindly be made on & from 1-07-2009 for better functioning of the Project works.

The trained three more Panel candidates may kindly be engaged in future vacancies if need be & hence the Panel may be kept valid up to 31-3-2010.

Necessary action, therefore may kindly be taken for ratification of the same by the BOC as asked for in the Memo under reference.

The ratified list of Panel Candidates may be forwarded to SUDA for proper record.

List of Candidates to be engaged are furnished in a separate sheet as per format supplied for favour of your perusal & kind consideration.

Encl: List of selected & Panel Candidates.

Yours faithfully,

8/6/09  
Health officer  
Panihati Municipality

**PASSED/APPROVED/SANCTIONED**  
**AT BOARD MEETING DATED 29.06.09**

Memo No :

Date:-

Copy forwarded to : CIC, Public Health, Panihati Municipality.  
For favour of kind information & n/a please.

Health officer  
Panihati Municipip

Ph. : 2553-2909/2563-4467  
Fax : 2553-1487

Office of  
*The Municipal Councillors*  
*of Panihati*

From : Charan Chakraborti  
Chairman,

PANIHATI, KOLKATA - 7 14

MemoNo : Pm/Health/09/213.

Dated : 29.06.2009.

To  
The Principal Secretary,  
Municipal Affairs & Urban Development, (Govt. of W.Bengal)  
Writers' Building., Kolkata- 1

Sub : Fund for purchasing Medicines etc. for the fourth Quarter 2008-2009 for the  
CUDPIII & the First Quarter 2009-10 of IPPVIII & CUDPIII to meet the  
requirement of the Projects under Panihati Municipality.

Sir,

It may be intimated that we have duly purchased Medicines by the Fund Sanctioned for the  
IPPVIII Project including ESOPD during the 4<sup>th</sup> quarter of the year 2008-2009 and distributed  
among the HIWs through the HAUs / Sub Centers of the Projects.

Since then no fund for purchasing the same has yet been sanctioned causing serious  
difficulties in smooth functioning of the Project work.

It may kindly be noted further that fund for 4<sup>th</sup> quarter ( January,2008 to March,2008) of the  
year 2008- 2009 in respect of CUDPIII Project has not yet been sanctioned.

The matter may please be looked into and fund for purchasing etc. in respect of CUDPIII  
Project may kindly be sanctioned along with the normal sanction of fund.

Sanction of "Fund", therefore, for the First quarter of the fiscal year 2009-2010 may kindly  
be accorded so that we can purchase medicine etc as per guidelines as well as maintaining all  
financial & Municipal rules.

The Fund is urgently required so that the HIWs of the Projects Both IPPVIII & CUDPIII  
may arrange treatment of their respective ailing beneficiaries as per guidelines.

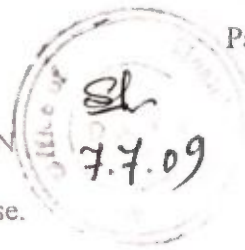
Thanking you,

Yours faithfully,

  
Chairman  
Panihati Municipality.

Memo No : Pm/Health/09/213 Dated :

Copy Forwarded to: the Director, SUDA, UGUS BHAVAN  
Bidhan Nagar, Sector -3, Kol- 106  
For favour of information & necessary action please.



  
Chairman  
Panihati 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/131/08/139

Date .....24.06.2009

From : Director, SUDA

To : The Chairman  
Panihati Municipality

Sub. : Performance Report on functioning of ESOPD under IPP-VIII.

Sir,

It is revealed from this office record that performance report on functioning of ESOPD under IPP-VIII has not been submitted by your ULB for the period April, 2008 to May, 2009. You are requested kindly to instruct your office to submit the said report for the period April, 2008 to March, 2009 as per format enclosed herewith.

Furthermore, you are requested to take necessary action so that quarterly report be sent to the undersigned by 10<sup>th</sup> of following month of each quarter w.e.f. April, 2009. For further clarification if any, Dr. Shibani Goswami, Project Officer, Health, SUDA (Telephone No. 2359 3184) may be contacted.

Thanking you

Enclo. : As stated.

SUDA-Health/131/08/139/1(2)

CC

1. Health Officer, Panihati Municipality
2. Project Officer, Health SUDA

Yours faithfully,

Director, SUDA

Dt. .. 24.06.2009

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/131/08/ 77(4)

Date .....18.05.2009

From : Director, SUDA

To : The Chairman  
Panihati Municipality

*Dr. Goswami*  
*ay*  
*20/6*

- Sub. : (1) Engagement of HHWs in the vacant approved posts under IPP-VIII.  
(2) Selection of HHWs in the vacant approved posts under CUDP III.  
(3) Selection of FTSs in the vacant approved posts under IPP-VIII and CUDP III.

Ref. : Your communication bearing no. PM/H/IPP/45/08-09 dt. 23.09.2008.

Sir,

In respect of subject no. (1), I am to inform you that you may fill up the existing sanctioned ten nos. of vacant posts of HHWs in respect of IPP-VIII by engaging selected HHWs from the list of final / panel candidates selected by the Central Selection Committee held on 03.03.2008 and have completed their training successfully conducted by KMDA. The said engagement may be done with the approval of Board of Councillors in its meeting.

Information with regard to engagement of HHWs is to be forwarded to the undersigned as per proforma given below for this office record.

Sl. No.	Name of HHW	Engaged under the Prog.	Ward no. of working area	Date of engagement

In respect of subject no. (2), the criteria for selection of HHWs approved by the Dept. is enclosed at Annexure – I which is to be followed.

In respect of subject no. (3), the criteria for selection of FTSs approved by the Dept. is enclosed at Annexure – II which is to be followed.

Thanking you.

Yours faithfully,

Enclo. : As stated.

*sk*  
Director, SUDA

- 2 -

Dt. .. 18.05.2009

SUDA-Health/131/08/ 77(47)  
CC  
✓ Special Secretary, Dept. of Municipal Affairs

  
Director, SUDA

Dt. .. 18.05.2009

SUDA-Health/131/08/  
CC  
1. Health Officer, Panihati Municipality  
2. Project Officer, Health, SUDA

  
Director, SUDA



**PANIHATI MUNICIPALITY**  
**Panihati, 24 Pgs (N)**



Statement showing Religion wise Population covered by the HAU-IPP VIII/ CUDDP-III during the year 2008-2009

No of The HAU with Name of the Project	Total Population Covered	Religion wise distribution of population								Minority Staff engaged	Remarks
		Hindu (H)	Muslim (M)	Christian (CH)	Bouddha (B)	Jaina (J)	Others (O)				
HAU-I, IPPVIII	34218	31586	2619	13	0	0	0	0		M-	
HAU-II, IPPVIII	34759	33674	625	0	460	0	0	0		CH-	
HAU-III, IPPVIII	33420	32335	856	216	13	0	0	0		B-	
HAU-IV, IPPVIII	33570	32353	1182	6	29	0	0	0		J-	
HAU-1, CUDPIII											
HAU-1I, CUDPIII	33583	33465	1369	13	20	13	3	3		O-	
<b>TOTAL</b>	<b>169550</b>	<b>163413</b>	<b>15351</b>	<b>3248</b>		<b>13</b>	<b>3</b>	<b>3</b>			

❖ All relevant reports received from the Sub Centres are kept in the Office for future reference.

Memo No: PM/H/IPPVIII/26/09-10 Date 01.06.09

Submitted to the Project Director C.M.U., SUDA  
Ilugus Bhabhan, Salt Lake, Kol- 106  
for favour of kind information and n.a. please.

Signature of the  
Chairman, Panihati Municipality  
(Chomen Chakrabarti)  
Chairman  
PANIHATI MUNICIPALITY

**STATE URBAN DEVELOPMENT AGENCY****HEALTH WING  
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091  
West Bengal**Ref No. **SUDA-Health/131/08/90**Date **23.03.2009****From : Director, SUDA****To : The Chairman  
Panihati Municipality****Sub. : Post of PTMO, Clerk cum Storekeeper and Second Tier Supervisors  
under CUDP III at Panihati Municipality.****Ref. : Your communication bearing no. PM/Health/08/255 dt. 25.10.2008.****Sir,**

With reference to your communication mentioned above, you are requested to furnish the information as on date as per format given below :

	<b>CUDP III</b>
Sanctioned no. of HHW	
Actual no. of HHW in position	
Sanctioned no. of FTS	
Actual no. of FTS in position	
Sanctioned no. of STS	
Actual no. of STS in position	
Sanctioned no. of Clerk cum Storekeeper	
Actual no. of Clerk cum Storekeeper in position	
Sanctioned no. of PTMO	
Actual no. of PTMO in position	
Sanctioned no. of other category of staff, if any, Specify	
Actual no. of other category of staff in position	

Thanking you.

Yours faithfully,

**Director, SUDA**



Ph. : 2553-2909/2563-4457  
Fax : 2553-1487

Office of  
*The Municipal Councillors*  
of Panihati  
PANIHATI, KOLKATA - 700 114

From : Sri, Charan Chakraborti  
Chairman,

Memo No : PM/Health/08/255

Dated : 25.10.08

To  
The Project Officer Health,  
S.U.D.A  
Bidhan Nagar  
Kolkata - 700 106

Sub : Sanction of the Posts of 2 ( Two) PTMOs, 2 ( Two) Clerk cum Store keepers and  
2 ( Two) 2<sup>nd</sup> Tier Supervisors for 2 HAUs( HAU- I & HAU- II). of CUDP-III Project  
In Panihati Municipality.

Sir,

It may be intimated that the infrastructure of CUDP- III Project is not similar to that of the  
IPP- VIII Project though nature of work are same in both the Projects ( IPP- VIII & CUDP- III ).

There are 12 (Twelve) Sub Centre functioning under each of the HAUs ( HAU- I & HAU- II),  
CUDP- III.

The PTMOs have been performing the duties of supervision, monitoring etc including  
maintaining of stock Registers & other relevant records etc which almost impossible for them.

Of late, work load of the CUDP -III Project has also increased as well as momentum there  
of has also be increasing day by day .

Hence, sanctioned may kindly be accorded for 2 ( Two) PTMOs, 2 ( Two) 2<sup>nd</sup> Tier  
Supervisors & 2 ( Two) Clerk cum Store keepers for CUDP-III Project consisting of 2 HAUs  
considering the situation as cited above.

Thanking you in anticipation.

Yours faithfully,

*Charan Chakraborti*  
Chairman  
Panihati Municipality.



Ph. : 2553-2909/2563-4457  
Fax : 2553-1487

Office of  
*The Municipal Councillors*  
of *Panihati*  
PANIHATI, KOLKATA - 700 114

From : Charan Chakraborti  
Chairman,

Memo No : PM/Health/08/254

Dated : 18-10-08  
25.10.08

To  
The Project Officer Health,  
S.U.D.A  
Ilgus Bhaban, Sector - III  
Bidhan Nagar  
Kolkata - 700 106

Sub : Enhancement of Monthly "Contingency Fund" from existing 1500/- to 3500/-  
at per with that of the IPP VIII for running the CUDP- III Project in  
Panihati Municipality .

Sir,

The existing contingency Fund of Rs 1500/- has been sanctioned for CUDP- III Project  
(from the very inception ) is most inadequate in consideration of the present hike of market rate.

It is therefore really very difficult to meet the day to day office expenses with this poultry  
sum since, of late, volume of work of the affore said project has increased to a great extant.

Necessary action, therefore may kindly be taken so that the "Contingency Fund" may be  
enhanced in favour of CUDP- III from 1500/- to 3500/-per month at per with IPP VIII project in  
order to smooth running of the former project in Panihati Municipality.

Thanking you in anticipation.

Yours faithfully,



Chairman  
Panihati Municipality.

**CMDA**

*H.T.S.*

*31/5/96*

*RTS*

**Calcutta  
Metropolitan  
Development  
Authority**

Unnayan Bhavan, Bidhan Nagar, Calcutta-700 091

IPP-VIII Sector 'G'-Block, 3rd Floor

Memo No. \_\_\_\_\_/CMDA/Health/T-6./IPP-VIII/FW(US)/96. Date \_\_\_\_\_ 1996.

FROM : CHIEF OF HEALTH,  
IPP-VIII, C.M.D.A.

TO : THE CHAIRMAN/MAYOR,  
Sault Dam Dew Municipality/  
Municipal Corptn./Notified Area Authority.

SUB : Selection of Trainee 1st. Tier Supervisors from amongst the H.H.Ws working under the H.A.Us. established in different Municipalities/Municipal Corporation/Notified Area Authority under IPP-VIII Programme, C.M.D.A.

S i r,

The HHWs working under HAUs, established in your Municipality/Municipal Corporation/Notified Area Authority will be completing six months or already completed six months experiences in field works.

As per the norms laid down for the purpose for 1st. Tier Supervisors, they are to be selected from amongst the HHWs who have at least six months working experience as HHW.

I would therefore request you kindly to select the/1st. Tier Supervisor @ 1 per Sub-centre from amongst the regular HHWs normally working in the same. Sub-centre in respect of HNUs already established and no. of Sub-centres already functioning in your Municipality in consultation with the Local Co-ordination Committee constituted in connexion with implementation of IPP-VIII Health Programme in your Area.

While selecting the candidates for placement in training following criteria may kindly be taken into consideration :

A. Essential qualification

The age limit should be 35-years and above.

...(2)





Sector

Floor

B. Minimum Educational qualification

Class VIII passed and is able to read and write in Bengali.

C. Desirable qualifications.

- i) School Final and above.
- ii) Performance report in the post evaluation test after completion of HHWS training.
- iii) Attendance and field activities.
- iv) Performance & compilation of Baseline Survey data and family schedule.
- v) Performance for maintaining records and registers, and
- vi) Aptitude for leadership.

On selection, the list of the candidates may please be sent to this office for confirmation and arranging their training from this end. During the Training period they will draw Honorarium & contingency as HHWS

They will be engaged as 1st Tier Supervisors after successful completion of training. They will be entitled to draw honorarium at the rate of Rs.500/- (Rupees five hundred only) and contingency allowances at the rate of Rs 50/- (Rupees fifty only) per month with effect from the date of actual joining the post.

After engagement, the resultant vacancies of the HHWS thus created will be filled up from the empanelled candidates normally from the same Block/Ward following the guide lines in this regard and after having confirmation from this end.

Enclo:

1. Performance report of post evaluation test of HHWS.

Yours faithfully

*S. K. Chatterjee*  
CHIEF OF HEALTH  
IPP-VIII, CMDA.

5/12/96

Memo No. \_\_\_\_\_/CMDA/Health/G-95/IPP-VIII/FW(US)/95 dated \_\_\_\_\_ '95

Copy forwarded for information and necessary action to:-

*S. K. Chatterjee*  
CHIEF OF HEALTH  
IPP-VIII, CMDA.

5/12/96





Office of the Chief of Health,  
IPP-VIII, 'G' Block, 3rd Floor,  
Unnayan Bhavan, Salt Lake,  
Calcutta - 700 091.

*S/S*  
**Calcutta  
Metropolitan  
Development  
Authority**

No. 1993(42)/CMDA/Health/FW(US)/P-32/IPP-VIII/96. Dt. 12-12-96.

From : The Chief of Health,  
IPP-VIII, CMDA.

To : The ~~Mayer~~/Chairman,  
*South Dum Dum Mpty*

*S/S*  
Sub : Guideline for engagement of Second Tier  
Supervisors under IPP-VIII Health Programme.

Sir,

The matter relating to engagement of part-time 2nd Tier Supervisor under IPP-VIII Health Programme with qualified candidates (preferably female) having working experience in the field of community based health activities with special emphasis on family welfare activities was under active consideration for some time past.

In consideration of above it has been decided to engage in the existing vacant posts of 2nd Tier Supervisor under IPP-VIII and subsequent vacancies in future in Health Administrative Units will be filled up from the candidates (preferably female) with the following minimum educational qualifications and working experience in the field of community based health activities :-

- A)(1) Passed School Final Examination from the Board/ Body recognised by the Government.
- (2) Minimum age should be 35 (thirtyfive) years on the date of interview for final selection.
- B)(1) Candidates who have been doing community based health activities with special emphasis on similar out reach service delivery like IPP-VIII.
- (2) Having working experience as First Tier Supervisor in CUDP-III, CSIP, IPP-VIII for a period of 5 yrs. or more will be desirable.
- (3) The period of working experience may be relaxed in case of candidates with exceptional qualification/experience.

These posts are temporary part-time ~~one~~ and engagement will be made on honorary basis for a period not more than six months at a time with a fixed honorarium of Rs.850.00 (Rupees eight hundred fifty) only per month (since revised).

Dated :

The preliminary selection will be made at the level of the respective Municipal Bodies from amongst the intending candidates with requisite qualifications and experiences. Final selection from the preliminarily selected candidates will however be made by a Committee constituted for the said purpose by CMDA.

It is, therefore, requested kindly to forward within 21.12.97 the names of the preliminarily selected First Tier Supervisors as per enclosed proforma duly signed by the Mayor/Chairman to the undersigned for final selection to fill up the existing number of such vacancies at the earliest.

This order is issued in supersession of all earlier orders and guidelines on this subject.

Enclo : Proforma.

*Asst. Chief of Health*  
Chief of Health,  
IPP-VIII, CMDA.

No. 1993/1(20)/CMDA/Health/FW(US)/IPP-VIII/96. Dated : 12-12-97

Copy forwarded for information and necessary action to :

1. The Secretary, CMDA & Project Director, IPP-VIII.
2. The Dy. Secretary (Programme), CMDA.
3. \_\_\_\_\_ Dy/Chief/Asstt. Chief/  
Project Officer, IPP-VIII, CMDA.

*Samudra*  
Chief of Health,  
IPP-VIII, CMDA.



Draft order for engagement of 2nd tier supervisor  
(Sanitary Inspector/Health Inspector) by the  
CMDA under Family Welfare Programme

for urban slums (I-VIII).  
SOUTH DUM DUM MUNICIPALITY.

Shri ARUN KUMAR ROY.

who has been selected by the Selection Committee is hereby engaged  
as 2nd Tier Supervisor on part-time basis at a consolidated  
and fixed honorarium of Rs. 850/- only per  
month on the following terms and conditions:

1. He/she will work as part-time Basis \_\_\_\_\_ purely  
on "no work no payment" basis" for MARCH 899 \_\_\_\_\_ months at  
Forenoon with effect from 1-3-99.
2. His/her engagement as part-time Basis. \_\_\_\_\_ will not  
entitle him/her to any right to any service of permanent/temporary  
or any other nature at any time in future.
3. Specific duties to be performed are:
  - a) To supervise and monitor the activities of sub-centres,  
1st tier supervisors as well as Honorary Health Workers  
as required,
  - b) To maintain and supervise the cold chain of vaccines/sera,  
supply of medicine and equipments and regular monitoring  
of date expiry of medicines, vaccines etc.,
  - c) To organise family planning camps,
  - d) To organise meetings/exhibitions/Jatras on health matters  
and other I.E.C. activities,
  - e) Organising referral services to urban family welfare  
centres and MCH centres,
  - f) To organise and supervise anti-larval measures,
  - g) Maintenance of regular supply of supplementary nutrition  
packets,
  - h) To organise environmental sanitation programme viz. arrange-  
ments for additional inputs, labour etc. for execution  
of minor projects with assistance of local bodies and  
local beneficiaries,
  - i) To organise back up services and other innovative schemes,
  - j) To keep surveillance of communicable diseases. To organise  
and supervise the remedial measures at the time of any  
outbreak,
  - k) To assist Health Officer in compilation and timely despatch  
of reports and returns, in preparing charts and diagrams  
for display etc. and
  - l) To perform any other duty assigned by the Health Officer  
or any other competent Municipal Authority.
4. The fixed honorarium will be paid on satisfactory performance  
of duties as specified above on "no work no payment" basis.
5. He/she will be liable to dismissal without assigning any  
reason and or without any notice if he/she fails to perform his/her  
duties properly or due to circumstances which may not require his/  
her services.
6. He/she will also abide by the rules and instructions which  
will be issued by the Municipal authorities from time to time.

Mayor/Chairman  
Municipal Corpn./Municipality/  
Notified Area Authority.

*S. B. Lankar*  
Chairman  
South Dum Dum Municipality

SELECTION OF HONORARY HEALTH WORKERS.  
FOR IPP- VIII HEALTH PROGRAMME

HHW

1. Introduction :-

To make the health services available at the doorstep of the community in IPP-VIII Health Programme, it has been proposed to engage Honorary Health Workers purely on honorary and part-time basis on a fixed honorarium of Rs. 400/= and contingent allowance of Rs. 30/= per month on 'No work no pay' basis. The honorarium of Rs. 400/= per month will be paid to each worker ( @ Rs. 100/= per work ) for performing the following items of work :-

- i) For undertaking motivation of F.W. work including maintenance of eligible couple register and family folders and also undertaking promotion of Health Education work :-
  - ii) Distribution of nutrition packets, oral rehydration salt packets (O.R.S.) common medicines and also drawing of blood slides in fever cases ;
  - iii) To perform immunisation work and to assist beneficiaries in the work of extension of Health & F.W. and M.C.H. Services. They will also be responsible for calling in supervisors and doctors for treatment of patients;
  - iv) They will undertake referral services and also ensure community participation;

If these Honorary Health workers (HHWs) fail to perform their duties properly, they are liable to be dismissed. Furthermore, they cannot claim their honorarium if they are absent from duties, It should be clearly understood that such engagement of HHWs will not entitle them to any right to/ guarantee for service of permanent, temporary, casual or any such nature at any time in future .

2. Committee and body responsible for selection of HHWs :

a) Primary Selection :

Primary selection of HHWs of Calcutta Howrah-Municipal and Chandannagar Corporations, Municipalities and Notified areas level will be done by the Local Co-ordination Committees as constituted by the UNDA for the purpose.

.....2



After Primary selection, these committee will prepare a preliminary list of the prospective candidates at least 3 candidates block-wise who will work as HHWs and recommend their names to the Director, Health Programme, CMDA, Unnayan Bhavan, Salt Lake City, Calcutta-91 for final selection.

b) Final Selection :

Final selection of HHWs will be done by Central Selection Body constituted under CMDA Notification No.

3. Number of HHWs to be selected

a) General Principle :

In general HHWs will be selected at the ratio of one HHW for every 1000 beneficiaries i.e., one HHW per each block of 1000 beneficiaries. The total population of beneficiaries i.e., bustee population/ slum dwellers and socio- economically weaker section of population, proposed to be covered in the IPP-VIII Health Programme is approximately 35,000 or less in a functional unit in each of the Corporation Municipality and Notified Areas within the CMDA. While calculating the required number of HHWs to be selected for each HAU, actual number of beneficiaries identified and list submitted to CMDA for the purpose should be taken into consideration.

b) Calculation of number of HHWs required  
When the number of indentified beneficiaries  
is in multiples of 1000 population.

The required number of HHWs required in this case will be 1 HHW per 1000 population i.e., one HHW per each block of 1000 beneficiaries applying the same principle for marking of blocks of 1000 population in the functional units of the Municipal Corporation or Wards of the Municipality/ Notified Areas.



- 3 -

Supposing the total number of beneficiaries indentified for the functional units of your Municipal Corporation/ Municipality/ Notified Areas is 34,000, the total number of functional units (blocks) in this case will be 34 each comprising of 1000 beneficiaries. Hence will be total number of MWs required will be

$$\frac{34,000}{1,000} = 34 \text{ only.}$$

- c) Calculation of number of MWs required for fraction of population of more than 500 remaining after multiples of 1000 population :

When the remaining balance figure of the beneficiaries after dividing by 1000 population comes to 500 or more- the same principle as for marking of blocks for fraction of population of 500 or more as laid down in para 5 (a) of Key Notes for identification of beneficiaries is to be applied and an additional MW will be required for that particular fraction of 500 or more population likewise and additional block will be marked for this excess fraction of population of 500 or more. In other wards, the number of blocks/MWs required will be the same as total Municipal Corporation or the Municipality & Notified Area as the case may be.

Example :-

Supposing the total number of beneficiaries indentified in a functional unit of your Municipal Corporation or your Municipality & Notified Area comes to 34,800, the total number of blocks marked in this case will be 35 (34 blocks comprising of 1000 beneficiaries and 1 block comprising of additional 800 beneficiaries). Based on this line the total number of MWs required for the functional units of the municipal Corporation/ Municipality/ Notified area will be worked out as under :-

For 34,000  
Population

- 34 HHWs at the ratio of  
1: 1000 beneficiaries i.e.,  
1 HHW/ block.

For addl.  
800 population

- 1 HHW for the block of  
additional 800 population.

Total HHWs  
required

- 35 HHWs.

d) Calculation of HHWs required for fraction  
of population of less than 500 remaining  
after multiples of 1000 population :

When the remaining balance figure of the beneficiaries after dividing by 1000 population comes to less than 500- the same principle as for marking of blocks for fraction of population of less than 500 as laid down in para 5(b) of Key Notes for identification of beneficiaries is to be applied and in this case no additional HHW will be allotted for that particular fraction of less than 500 population likewise no additional block will be marked for this fraction of population of less than 500. In other words, the number of HHWs required will be the same as the total number of blocks marked for the functional unit of the municipal Corporation of the Municipality or Notified Area as the case may be.

Example :

Supposing the total number of beneficiaries identified in a functional unit of your municipal Corporation or your municipal or Notified Area works out to be 33,300, the total number of blocks marked in this case will be 33 each comprising of approx. 1009 beneficiaries after distributing the balance 300 beneficiaries among the 33 blocks having 1000 population each. The distribution of beneficiaries among the blocks should be done as equitably as possible thus making no provision for any additional block for this fraction. Based on this line the total number of HHWs required for the functional units of your Municipal Corporation/ Municipality will be worked out as under :-



For 33,000 Population

- 33 HHWs at the ratio of 1: 1000 beneficiaries i.e. HHW/block.

For addl. 300 population

- Nil HHW as no separate block is marked for this fraction of population and they are distributed among the 33 blocks thus making each block with 1009 beneficiaries (approximately).

Total HHWs required

- 33 HHWs.

4. Place from where HHws to be selected :-

The HHWs will be selected from the community itself and preferably from the same block of the functional unit of the Municipal Corporation (Ward)/municipality/Notified Area (ward) the candidate belongs to, or from the adjacent Block if candidate cannot be made available from the same Block. The candidate must be a resident of the ward of the concerned Block/adjacent Block as applicable.

5. Selection Criteria

(a) Essential;

- 1) The candidates should preferably be married Women. They should be of the age group of 35-45 yrs of age and residing in the same community or block;
- ii) Educational qualification should be of class VIII standard. so that they can fill up and update the family schedules; and
- iii) The candidates should have necessary aptitude and leadership in community welfare activities.

(b) Desirable :

- 1) Candidates having previous experience of working in community family welfare, maternity and child health activities should be preferred. If candidates cannot be made available from the same community or Blocks, residents of the immediate adjacent blocks may be considered.

6. The workers should not be given any appointment letter-and instead their engagement on part-time basis should be notified in the Notice Board Clearly specifying their terms and conditions. To avoid future complications the first engagement should be for a period of three months and if so required they may be re-engaged. The terms of their re-engagement should not exceed 6 months at a stretch.





# Kolkata Metropolitan Development Authority

## URBAN HEALTH IMPROVEMENT PROGRAMME UNIT

Unnayan Bhavan, Bidhannagar, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> floor, Kolkata - 700 091.

☎ 2334-5257/2337-0697/2358-6771/2337-4103. FAX No. : 2358-3931 & 2358-7368 E-mail : [cmdaipp8@vsnl.net](mailto:cmdaipp8@vsnl.net)

No. 81 /S-9/KMDA/Health/UHIP/05

Dated: 26.04.2007

02.05

From: The Officer -on -Special Duty  
UHIP Unit, KMDA.

To: The Chairman  
Panihati Municipality  
Kolkata-700 110.

Re: Filling-up the 8(eight) vacant posts of Honorary Health Workers under IPP-VIII.  
Ref: Your letter No.PM/H/IPP-VIII/7/1/06-07 dated 10.06.2006.

Sir,

This is to inform you that the Competent Authority in KMDA has accorded to fill-up the 8(eight) vacant posts of HHWs under IPP-VIII in your Municipality. The vacancy occurred due to death, resignation & promotion.

The vacancies should be filled-up subject to the observance of the following formalities and guidelines in this regard :-

1. Eligibility Criteria:

a) Essential :

- i) HHWs shall be selected from the Community itself and preferably from the same Block in which the vacancy has occurred.
- ii) The candidate must be permanent resident of the ward of the concerned block/adjacent block, if no suitable candidate is available in the same block. The candidate should be preferably married women and of the age group of 35-45 years of age as on 31.06.2007.
- iii) Educational qualification should be of Class-VIII standard, so that they can fill up and update the family schedules.
- iv) The candidate should have necessary aptitude and leadership in community work.

b) Desirable:

Candidates having previous experience of working in community family welfare, maternity and child health activities should be given preference.

2. Job Profile :

- i) For undertaking motivation of F.W. work including maintenance of eligible couple register and family folders and also undertaking promotion of Health Education work.
- ii) Distribution of nutrition packets, oral rehydration salt packets (ORS) common medicines and also drawing of blood slides in fever cases.
- iii) To perform immunization work and to assist beneficiaries in the work of extension of Health & FW and MCH services. They will also be responsible for calling in supervisors and doctors for treatment of patients.
- iv) They will undertake referral services and ensure community participation.

Contd.

If these Honorary Health Workers (HHWs) fail to perform their duties properly, they are liable to be dismissed. Further more, they cannot claim their honorarium if they are absent from their duties. It should be clearly understood that such engagement of HHWs will not entitle them to any right/guarantee for service of permanent, temporary, or any such nature at any time in future.

3. The Committee responsible for selection of HHWs for filling up the casual vacancies :

- i) Primary Selection – Primary selection after observing all formalities will be done by the local Coordination Committee as constituted by KMDA consisting of Chairman, Member, Chairman-in-Council of Health and another Councillor which should be preferably a woman, Executive Officer, Finance Officer and the Health Officer who is the member-Convener of the said Committee.
- ii) Final Selection – Final selection of HHWs will be done by the Central Selection Body constructed by KMDA vide notification No.349/1(5)/KMDA/Sectt.(Prog)/FW(USP)/3/92 dated 02.11.2000 with the following modifications:-
  1. Shri Amiya Das Chairman  
Chandannagore Muncipal Corpn.
  2. One representative of the Health & Family Welfare Deptt. , Govt.of West Bengal. Member
  3. Deputy Secretary (Prog),KMDA Member
  4. Officer On Special Duty, UHIPU,KMDA Member-Convener

The Committee can co-opt such expert as may be necessary to assist it in the selection process as the post of HHW is of paramount importance for the successful implementation of the community based Health Care Services for amelioration of the health status on urban poor.

The Committee should keep in mind that the selection of right candidates for the post of HHWs having proper aptitude orientation and dedication for community work is the hallmark of health care delivery system now in operation in KMDA through the Urban Local Bodies and so all endeavour should be to select the right candidates for the post of HHWs.

This is for favour of your information and necessary action.

Encl: As stated.

Yours faithfully,

OSD,UHIPU,KMDA

No. \_\_\_\_\_/S-9/KMDA/Health/UHIP/05

Dated: 26.04.2007

Copy forwarded to Special Secretary & Project Director, UHIPU,KMDA for favour of information.

OSD,UHIPU,KMDA

No. \_\_\_\_\_/S-9/KMDA/Health/UHIP/05

Dated: 26.04.2007

Copy forwarded for information to :-

1. Dr. S. Ghosh, Dy.Chief of Health,UHIPU,KMDA
2. The A.C.F.A.,UHIPU,KMDA
3. Shri P.K. Mitra, Accounts Officer, UHIPU,KMDA
4. AAO,UHIPU,KMDA.

OSD,UHIPU,KMDA



স্বাক্ষরের তারিখ ... ১০/৯/৮২

স্মারক সংখ্যা ... ২৭

কর্তৃপক্ষ ...

কলকাতা মিউনিসিপ্যালিটি

Calcutta Metropolitan Development Authority  
3A, Auckland Place, Calcutta-17.

No. 348(25)/CMDA/Sectt(Prog)/Bank-25/81.

Dated. 1.9.82.

From : Shri A. Bari,  
Dy. Secretary (Programme),  
C. M. D. A.

To : The Chairman, Rajpur  
Municipality/  
Notified Area Authority.

Sir,

I am directed to enclose herewith " an outline of the proposed health programme under CUDP- III", for your perusal and views.

In addition I am directed to request you to kindly supply the following information required for finalising the programme :

- 1) Total population of your municipality.
- 2) Total bustee/slum population in your municipality.
- 3) The number of existing health infrastructure owned and managed by your municipality.
  - a) Number of charitable dispensaries with floor space of each.
  - b) Number of maternity and child welfare centres with floor space of each.
  - c) Number of maternity homes with number of beds and floor space of each.
  - d) Existing staff of the above units.
- 4) Whether suitable land/building for setting up new health unit, under the CUDP-III health programme will be available.

An early reply is requested.

Yours faithfully,

A. Bari, 1/9/82  
( A. BARI )

Dy. Secretary (Prog), CMDA.

No. 348(25)/1/CMDA/Sectt(Prog)/Bank-25/81.

Dt. 1.9.82.

Copy forwarded for information to :

Dr. B. Bhattacharjee,  
Programme Administrator (Health), CMDA.

A. Bari, 1/9/82  
Dy. Secretary (Prog), CMDA.



4. REFERRAL HOSPITAL :

The teaching hospitals in Calcutta will act as referral hospitals for specialised specialities (Neurology, Cardiology, Psychiatry, Plastic Surgery etc.) assigned to a particular zone covering a population of 25-30 lakhs. General Hospitals in the various localities will be designated for general referral cases either from the Ward Health Centres or from the Polyclinics as the case may be.

5.1 Establishment/of the above Institutions :

*B*  
The existing health infrastructure like the charitable dispensaries and maternity homes owned and managed by the local bodies would be upgraded and brought under the above programme wherever available. The residual numbers will have to be constructed with funds to be provided under this programme. The land for new health units as may be required will have to be provided by the local bodies and the cost of land will not be available from funds earmarked for this programme.

5.2 The honorary health workers will be recruited by the respective local bodies who will also pay them the honorarium out of the funds to be placed at their disposal by CMDA during the CUDP-III period. After the CUDP-III period is over the liability of these Honorary Health Workers will have to be taken by the respective local bodies. Likewise the responsibilities for running and maintaining the health institutions to be set up under this programme will have to be assumed by the local bodies after the expiry of the CUDP-III period. During the programme period the maintenance and recurring cost of the newly established/constructed <sup>health</sup> units will be made available from CMDA. In case of the existing units of the municipalities which will be upgraded for the programme, CMDA will provide funds for renovation/extension of the existing accommodation, purchase of equipments and furniture etc. and for payment to the additional staff as may be required for the units. The existing staff of the municipalities who may be utilised in these units will be paid their salaries etc. from the funds of the local bodies.



the intended beneficiaries. Besides, each Urban Primary Health Centre will provide the following basic services - primary Health care as envisaged under the "Rural Health Scheme" including treatment of ordinary illness, special clinics for Special Immunisation Programmes (Triple and double antigens, Polio, B.C.G., Tetanus etc.), Maternity Child <sup>Welfare</sup> and Family Welfare Clinics, Nutrition Clinics, Sterilisation Operations (Tubectomy, Vasectomy), insertion of loops etc. and also utilise the resources materials and facilities for the training of the training of the different categories of health workers attached to W.H.C.s, Sub-Centres and H.H.W.S. ✓

### 3.3 Referral of difficult cases :

Those cases requiring sophisticated diagnosis and/or treatment will be referred either from W.H.C.s or Urban Primary Health Centres to the designated Polyclinics/General Hospitals in the vicinity depending upon the nature and type of illness. Beneficiaries referred to the Polyclinics will receive their services at reduced rates of fees than the walk-in patients.

#### 3.3.1 Polyclinics Services :

To ensure adequate referral services both in consultative & diagnostic facilities and treatment for ambulatory patients, the establishment of eight Polyclinics has been proposed. Out of eight Polyclinics proposed, four will function in the existing accommodation and the remaining four will require new accommodation. The Polyclinic will include the following services :

Diagnostic : Pathological, Biochemical, Micro-biological exams., X-ray, E.C.G. etc.

Consultative : Specialist's Consultative services in Surgery, Medicine, Gynaecology, Ante and Post natal, paediatrics, ENT, Eye, Dental and clinics for special immunisation programme.

The services will be available to all on a predetermined rate of fees which will be much lower in comparison to the prevailing market rates. The referred beneficiaries from the programme areas will however, be charged an even lower concessional rate. The rate of charges for the services, available from the Polyclinics will be so fixed that it might meet the maintenance cost of the unit.



- 3.2.1 Each W.H.C. shall provide the following basic services :  
Primary Health Care including treatment of minor illness, preventive oriented special clinics (for special immunisation programme - Triple & Double Antigen, Polio, B.C.G., Tetanus etc.), Family Welfare & Nutrition Clinics, M.C.W. clinics etc. The W.H.C. will also house the family folders for their beneficiaries and hopefully be the focus of health activities for their community.
- 3.2.2 Attached to each W.H.C. will be one Health Inspector/Project Co-ordinator for every 30 H.H.Ws. The Health Inspector/Project Co-ordinator shall supervise & co-ordinate the activities of the A.N.M.s and Multipurpose Health Workers attached to each Sub-centre to be established in the command area of the particular W.H.C. He will also be responsible for the accurate recording of information in family folders provide quarterly summaries of the pertinent family folder information to the Project Hd. Qtrs. (Health Officer, Calcutta Corporation & Howrah Municipalities and S.E.C.O. in case of Municipalities and areas other than the Corporations). The Health Officers of the Calcutta Corporation & Howrah Municipality as well as the S.E.CO will thereafter forward the consolidated quarterly reports to the Programme Administrator (Health), CMDA for evaluation, monitoring and submission of reports to State Health Deptt., Govt. of India and the World Bank.
- 3.2.3 The Medical Officer in addition to providing necessary services envisaged under the scheme shall be responsible for providing quarterly reports as indicated under 3.2.2. to Project Hd. Qtrs. which will include the beneficiary utilisation of the health centre also.
- 3.2.4 Establishment of Urban Primary Health Centre :  
The existing Maternity Hospitals/Homes/Clinics in the C.M.D. area will either be renovated or remodelled with minimum additions and alterations, supplied with equipments and furniture etc. wherever necessary so that these accommodations can be utilised as Urban Health Centres with provision of ten to thirty beds. Besides, extending all the services as envisaged under the rural health scheme these Primary Health Centres will also provide supervised deliveries for



2

Ideally, Women are best suited for this position because they (a) are more accepted by the women in the community, (b) are more familiar with the diet habits, cooking techniques and nutritional needs of the family, (c) will be in a better position to communicate family welfare education and (d) traditionally are more permanent residents of the community.

The H.H.W. will be paid a consolidated honorarium of Rs. 200/- per month. Necessary training will be given to the H.H.Ws by C.M.D.A. The major tasks for the H.H.W. include (i) education & motivation of their beneficiaries in family welfare, proper nutrition, personal hygiene practices, general cleanliness etc. Additionally, the H.H.Ws will encourage the utilisation of the primary health care services from the local ward health centre for treatment & preventive oriented services and to educate mothers in use and distribution of locally made rehydration kits. (ii) the H.H.W. will also be responsible for obtaining the necessary information from the beneficiary families so that they can get the information in the newly developed family folders. (iii) the H.H.W. provides the basic link between the beneficiaries & the local ward health centre. Activities of ten such H.H.W.s will be co-ordinated and supervised by one ANM & one Multipurpose Health Worker attached to each sub-centre. The accommodation for such sub-centre is expected to be made available by the community. The services of the A.N.M.s & M.P.Ws are expected to be made available either from Family Welfare Scheme or the multipurpose scheme of the State Deptt.

### 3.2 Ward Health Centre:

For approximately 30,000 population there will be one Ward Health Centre. The activities of the Ward Health Centre are proposed to be supervised by the District Health Officers in the Calcutta Corporation Wards, the Health Advisor for municipal services and the Zonal Officers for the rest of areas under the overall supervision of the Senior Epidemic Control Officer of the State Health Deptt. The day-to-day administration of the facilities to be established in Municipal areas will rest with the respective Municipality, in Corporation area with the District Health Officer/Borough Health Officer and in other areas with the Zonal Officer of Health Deptt., Govt. of West Bengal.



Calcutta Metropolitan Development Authority  
3A, Auckland Place, Calcutta- 17.

An outline of the Proposed Health Programme  
under C.U.D.P.- III.

1. OBJECTIVES :

- 1.1 To provide preventive oriented health care services and a comprehensive Health Education Programme including Family Welfare, Nutrition & Basic Sanitation primarily to the bustee/slum dwellers in Calcutta Metropolitan Area, that is Corporations of Calcutta & Howrah and 35 Municipalities.
- 1.2 To reduce the overcrowding in existing hospitals by establishing an integrated network of decentralised primary health care facilities utilising volunteer outreach workers.
- 1.3 To obtain maximum cost efficiency by utilising existing available resources, i.e., buildings, equipments and personnel.
- 1.4 To involve the local people in the planning, implementation and monitoring of the health scheme through the establishment of popular committees at each level of the health care delivery system.

2.1 POPULATION COVERAGE :-

The health scheme under IDA-II had been confined in the bustee/slum population in seven Calcutta Corporation Wards (out of 100 wards) only covering a population of 2.2 lakhs. But in the present scheme the facilities have been proposed to be extended to cover the bustee/slum dwellers and economically weaker sections in the C.M.D. area for greater population coverage with reasonably minimum cost.

Distribution of the targetted population to be covered under CUDP-III programme are detailed below :

i) Calcutta Corporations	- 6.00 lakhs
ii) Howrah Municipality	- 3.00 "
iii) Other municipalities/notified area authorities	- 11.00 "
<b>Total :</b>	<b>20.00 lakhs</b>

3. SPECIFIC DETAILS OF THE PROPOSED HEALTH PROGRAMME :

3.1 Honorary Health Workers :

For every 1000 population there will be one Honorary Health worker (H.H.W.) with reasonable educational background (i.e., class X passed) to be selected locally on part-time basis.



**CALCUTTA METROPOLITAN DEVELOPMENT AUTHORITY**  
**3A, AUCKLAND PLACE, CALCUTTA-700 017**

No : 36/CMDA/Sectt(Prog)/H-8/85.

Dated : 31. I. 86.

**O R D E R**

The Health Administrative Units (HAUs) and the Extended Specialised Out Patient Departments (ESPODs) to be set up within the Calcutta Metropolitan Area under CUDP-III Health Programme are to be equipped with different specified items of furniture for implementation of the programme. Having regard to the fact that procurement of such furniture as per usual procedure through Central Medical Stores, Govt. of West Bengal/West Bengal Small Industries Corporation Ltd./any other State Govt. Organisation, after compliance of normal formalities and ultimate distribution of such furniture to the user units will be a time consuming process and is likely to delay the implementation of the scheduled Health Programmes within the CUDP-III period, it is hereby ordered that items of furniture required for HAUs and ESPODs shall be directly purchased by the concerned local bodies with the fund to be sanctioned and made available to them by the CMDA on the basis of estimates of expenditures to be furnished by such local bodies, after such estimates are approved by the Committee hereinafter set up for the purpose.

2. The Committee as aforesaid is hereby constituted with the following members :

- 1) Shri A. Nandy, Member, CMDA ... Chairman
- 2) Shri D.K.Roy,  
Dy. Director, MDP Sector, CMDA ... Member
- 3) Shri Mahadeb Mitra,  
Dy. Director of Finance (Works), CMDA ... -do-
- 4) Dr. B. Bhattacharjee,  
Director, Health Programme, CMDA ... -do-
- 5) Lt. Col. Dr. N.G. Gangopadhyay  
Programme Administrator (E&M), Health, CMDA. . Member- Convener.

3. The Committee constituted hereinabove will consider and approve the Estimates of expenditures to be furnished by the local bodies for purchase of furniture for HAUs and ESPODs to be set up within their respective jurisdictions, ensuring that the quality, quantity and rate of any item of furniture in such estimates conform to the Govt. accepted rates and specifications as may be revised from time to time. The Committee will forward its recommendations to the Director (Health), CMDA, who will submit proposals for release of necessary fund by the CMDA to the concerned local bodies.

4. The expenditures on account of purchase of furniture for HAUs and ESPODs will be debited to the project head "03/Health/CMACP/OI" and proper accounting arrangements should be made before hand by the Health Sector, CMDA, in consultation with A.D.O.F.(A/Cs). CMDA.

5. This order issued with the concurrence of Hq. Finance, CMDA vide their U.D. Note dated 26.12.85 in file No. CMDA/Health/2A-65/85.

Sd/- L. CHAKRABARTI  
**CHIEF EXECUTIVE OFFICER, CMDA**

No. 36(60)/CMDA/Sectt (Prog)/H-8/85.

Dated : 31. I. 86.

Copy forwarded for information and necessary action to :-

1. The Mayor, Calcutta/Howrah/Chandernagore Municipal Corporation.
2. The Chairman, Rajpore Municipality.
3. The D.G.O.F., CMDA
4. The A.D.O.F.(A/Cs), CMDA
5. The Director(Health), CMDA
6. All Committee Members.
7. All Deputy Secretaries, CMDA.

Sd/- A Bari  
Deputy Secretary (Programme) CMDA.

Ben  
Hly  
19/12

To PWD  
18/12



Ref. Page-6

the following objectives for Health Care Delivery System in the C.M.D. area has been proposed :-

- i) to promote preventive oriented health care services which include preventative, promotive health care, maternal and child health care, family welfare and nutrition to target population through establishment of an integrated net work of decentralized Primary Health Care facilities utilising the volunteer outreach workers ;
- ii) to provide Health Education Programmes including M.C.W., Family Welfare, Nutrition and basic sanitation ;
- iii) to obtain maximum cost efficiency by utilising the existing available resources i.e., buildings, equipments and personnel ;
- iv) to ensure efficient patient referral mechanism both for ambulatory and critically sick patients from the Community by :
  - (a) setting up Specialised Out-door facilities for consultative services at the existing maternity hospitals by detailing of specialists from the District Subdivisional or State General Hospitals and Teaching Hospitals on regional basis ;
  - (b) ensuring prompt hospitalisation for the patients requiring institutional treatment in regional referral hospital and introduction of a net work of ambulance service ;
  - (c) ensuring diagnostic facilities by augmenting the existing diagnostic facilities of the regional hospitals ;
  - (d) revitalising the existing maternity hospitals/homes to ensure supervised deliveries ; and

Ref. Page-7 :- ..

- (v) to involve the local people in the planning, implementation, administration and monitoring of the health programme through the establishment of popular committees at each level of Health care Delivery System ;

Ref. Page- 8 :- ..

9.4 :-

The use of locally available people with reasonable educational background has been proposed. They will be recruited under the scheme and, after an intensive training course of three months they will act as Honorary Health Workers (H.H.Ws.) for the community on a part-time basis by receiving a consolidated remuneration. The work of the non-medical technical people (e.g., pharmacists, Nurses etc) will also be carried out by the H.H.Ws. These health workers will receive continuous inservice training during the Ist 2 years of their service.

9-5 :-

The major departure in health care delivery from the GUDP-II is to provide home care services in place of clinic based health care. In the present scheme the H.H.Ws will be provided with a kit containing about 14 Nos. of simple medicines including rehydration thereby for common ailments for distribution. Different preventive inoculation work should also be undertaken by them in the households to avoid droouts. During the course of their activities in the community viz., motivation, health education, personal hygiene, and other preventive activities, if any beneficiary is found to be suffering from minor ailments, the H.H.Ws will provide their treatment. If however, these cases of finding any indication that the cases are going to be worse, it is the responsibility of the particular H.H.W. to call in the doctor from the Health Administrative unit to examine the case at his residence, and supply necessary medicines on the advise of the doctor.



of Page-9 :- If the doctor is not available or if the patient elects, he can proceed to the nearest supporting O.P.D. for treatment. If the patient requires further consultative service or institutional treatment, he will either be referred to the specialised extended outdoor clinic attached to the Maternity Home or to the Regional Hospital for admission as the case may be. Cases requiring investigations or admission as observed by the Specialists of the Specialised Out-door Service, will also be referred to the nearest hospital for the same.

9.6. In the present scheme, the responsibility for provision of services and their administration and monitoring have been clearly delineated viz., services proposed to be extended from the community upto Maternity Hospital level will be monitored & maintained by the local bodies while that of the extended specialised O.P.D. service, admission & investigations for referral cases will vest with the State Health Deptt. Officer/Assistant Health Officer in other areas under the Zonal Officer of the

9.7. C.M.D.A. will co-ordinate the programme at all levels through the committees proposed in the scheme. Besides, the training of staff, the continuous monitoring and financing of the health scheme proposed under CUDP-III will also be done by the CMDA during the plan period as decided by the Programme Advisory Board.

10.0. B. THE PROGRAMME

10.1. OBJECTIVES :

- This subcomponent has a four-fold objectives :-
- (a) to integrate and extend the preventive ~~and~~ oriented health components developed under CUDP-I and II to include a target population of about 2,000,000 bustee or slum dwellers and economically weaker section of the population in the C.M.D. ;
  - (b) to develop a cadre of Honorary Health Workers(H.H.Ws) who will work at the bustee level to promote and teach proper health and hygiene techniques ;
    - (i) to change the trend of health care and to disburse whatever health resource the institution can supply in the form of knowledge (education), nutrition packets, immunisations and medicines at the doorstep of the recipients ;
    - (ii) to educate and encourage the people to utilise the existing infrastructure for health care ;
  - (c) to attempt to establish a truly meaningful referral system ;
  - (d) to obtain maximum cost efficiency by utilization of the existing available resources ; i.e., buildings, equipment and personnel ;
  - (e) to involve the local people in the planning, implementation and monitoring of the health scheme through the establishment of popular committees at each level of the health care delivery system to encourage people's participation and health education and health consciousness.

Ref. Page- 10. :- HONORARY HEALTH WORKER :

10.5. For every 1000 population there will be one Honorary Health Worker, preferably female, to be selected from the Community. The H.H.W. will occupy the key position in the proposed health care delivery mechanism under the CUDP-III.

10.6. For every five such H.H.W.s there will be one, preferably female, Multipurpose Worker (MPW). He/She will supervise the activities of the H.H.Ws. (5 HHWs per MPW) including the posting of Family Folder information through regular home visits.



Ref. Page-10 :- HEALTH ADMINISTRATIVE UNIT

10.7. :- For approximately every 30,000 population there will be one Health Administrative Unit (H.A.U). There will be atleast one such H.A.U. for each of the Municipalities irrespective of the total number of population to be covered. The office of the Health Officer will be housed in the H.A.U. It is proposed that the activities of the H.A.U. will be supervised by the District Health Officers in the Calcutta Corporation Area ; by the Health Officer/ Assistant Health Officer in the Howrah Municipality ; and by the Health Officers for the other Municipalities and the Notified Areas. The day-to-day administration of the facilities established in municipal Areas will rest with the respective municipality; in the Calcutta Corporation areas with the District Health Officer/Borough Health Officer/Assistant Health Officer ; and in other areas under the Zonal Officer of the Health Deptt., Govt. of West Bengal depending upon the location of the facility.

Ref. Page-II :-  
10.12. A monitoring mechanism at the community level has been proposed through the Local Co-ordination Committee. This Committee shall provide a forum for the community members to reflect their views pertaining to the health programme.

Each H.A.U. shall provide the following services :-

- (a) It will primarily act as an Administrative Office in relation to all health activities envisaged under the scheme; (N.B. : There will be no provision for the treatment of patients at the H.A.U.)
- (b) Provide storage for immunisation materials, common drugs for replenishment of the H.H.W. kits including rehydration therapy dietary supplement etc. to be used by the H.H.Ws. The family folders of the beneficiaries covered under the particular H.A.U. will also be stored and regularly updated ;
- (c) Compilation of health activities of H.H.Ws. & M.P.Ws. performed during the week and to update the family folders of the households visited by the H.H.Ws. & M.P.Ws. during week under supervision and guidance of the Sanitary Inspector/Health Inspector attached to the unit.
- (d) The Medical Officers attached to the H.A.U. will attend the patients on call from the H.H.Ws. & M.P.Ws. at the residence of the patients ;

10.8. :- Attached to each H.A.U. there will be one Health Inspector/ Sanitary Inspector for every 6 M.P.Ws the H.I./S.I. will supervise and co-ordinate the activities of the H.H.Ws. & M.P.Ws and will be responsible for the accurate recording of information in the Family Folder. He will submit monthly reports (including summaries of the pertinent Family Folders) of the H.A.Us activities to the following Officers ;

11) In case of Municipalities-

- (a) Health Officer of the Municipality ;
- (b) The Senior Epidemic Control Officer(SECO) respective Zonal Officers of the Calcutta Metropolitan Immunisation Organisation (CMIO) ;
- (c) Programme Director, C.M.D.A.( Health)



Page-15.  
Ref. Page-12 :-  
contd...

10.9.

Ideally, women are best suited for this position because : (i) they are more accepted by the women in the community ; (ii) they are more familiar with the cooking habits of the family ; (iii) they will be able to provide necessary domiciliary medical services, will be responsible for providing monthly reports to the Project Head Quarters on the beneficiary utilization and to the different Officers detailed under 10.8.

10.10.

(a) Those cases requiring the opinion of a Specialist Medical Officer on ambulatory basis will be referred to the Extended Specialised O.P.D. Clinic proposed to be established at the Maternity Home of the locality by the Medical Officer of the H.A.U.

10.11.

(c) Those cases requiring hospitalisation or investigation will be referred either by the Medical Officer, H.A.U. or by the Specialist Medical Officer of the Extended Specialised O.P.D. Clinic to the regional hospital earmarked for the area.

EXTENDED SPECIALISED OUT-PATIENTS' DEPARTMENTS :

10.12.

To reduce the overcrowding of the existing Govt. Hospitals and to minimise the travel distance & time for travelling & waiting etc. to the patients requiring a specialist's opinion, it is proposed to establish Extended Specialised Out-patients Departments with the existing 17 Maternity Homes or Hospitals available in the Calcutta Corporation & 35 Municipalities. Besides, upgrading these Maternity Hospitals (by necessary repair, additions, alterations and serviced by equipment and furniture) provision will be made for additional accommodation (either by construction or renovation) for running Specialised Out-patients Deptts. in Surgery Medicine, Obstetric & Gynaecology, Eye, ENT, Paediatric, skin and Dental in a phased manner. At the initial phase there will be provision for Medicine, Surgery, Obstetric & Gynaecology and paediatric services on alternate days.

This facility of Extended Specialised O.P.D. services may also be extended to those Municipalities where there is no Municipal Maternity Homes/State Hospitals etc. Bansberia Municipality in view of the geographic location and existing public transport facilities merits special consideration.

Services of the Specialist Medical Officer to run these Extended Specialised services would be made available by the State Health Deptt. from the nearest Govt. Hospital.

REFERRAL INVESTIGATION SERVICE :

10.13.

Clinical investigation for the referred cases will be done in the regional hospitals identified for the purpose. The existing infrastructure providing investigation facilities will be suitably augmented by men and materials by the State Health Deptt. to undertake the additional work load.

REFERRAL HOSPITALS :

10.14.

The teaching hospitals in Calcutta will act as referral hospitals for the specialised speciality cases (Neurology, Cardiology, Psychiatry, Plastic Surgery, etc.). They will be assigned to a particular zone covering a population of 10-15 lakhs. Other Govt. Hospitals in the various localities will serve as mid referral hospitals for general referral cases either from the H.A.U. or the Extended Specialised O.P.D. as the case may be.

Ref. Page-14 :-

HONORARY HEALTH WORKERS (H.H.W.s) :

To make the health services available at the door- the community it has been proposed to engage H.H.Ws on whole time basis.

(a) Specifically, for every 1,000 population there will be one Honorary Health Worker(H.H.W.) with a reasonable educational background(i.e., Class-X passed) to be selected locally on a part-time basis.



Page-15.

contd... (a)

Ideally, women are best suited for this position because : (i) they are more accepted by the women in the community ; (ii) they are more familiar with the cooking habits of the family ; (iii) they will be in a better position to communicate family planning education ; (iv) women traditionally are more permanent residents of the community ;

(b)

The major table for the H.H.W. shall include education and motivation, of their beneficiaries in : (i) family welfare; (ii) proper nutrition ; (iii) personal hygiene practices ; (iv) general cleanliness ; (v) to educate the people to utilise the existing infrastructure for health care ; (vi) to disburse whatever health resources the institution (health) can provide, in the form of special immunisation nutrition packets and medicines at the door step of the recipients ;

(c)

Besides motivation and health education they will be provided a kit having some common medicines to give relief of minor ailments of the beneficiaries at their doorstep. If there be no relief within a reasonable time (2-3 days) they will call in the Medical Officer of the H.A.U. to examine the patients at their residence ;

(d)

The H.H.W.s will be provided with full information about the existing health facilities provided by the Government, Corporations and Municipalities ;

(e)

The H.H.Ws and the M.P.H.Ws will refer patients, in case of emergency, and or when the medical advise is not available, to the nearest hospital, P.H.C. or S.H.C. Such institutions will be directed by the appropriate authority to honour such references ;

(f)

The H.H.W. will also be responsible for obtaining the necessary information from the beneficiary families so that they can post the information in the newly developed family folders. The H.H.W. will provide the basic link between the beneficiaries and the local H.A.U. They will distribute and educate mothers in the use of locally made rehydration packets ;

and

(g)

If these H.H.W.s fail to perform their duties properly they are liable to be dismissed. Furthermore, these part-time workers cannot claim their remuneration, if they are absent from duties without a reasonable explanation.

Ref. Page-16.

Community participation :

10.17 :-

The proposed CUDP-III Health Component will develop a preventive oriented outreach programme with a strong emphasis on health education. The latter is achieved by encouraging community participation in the planning, monitoring, and day-to-day operation of the Health Scheme. At the first level of delivery is the HHW, whose responsibilities centre around educating and motivating the bustee/alum dwellers in their locality. The subsequent participation of local community members on various committees that will plan, monitor, and help administer the programme is a key element of this innovative programme.

Ref. Page-24.

19.0 :-

MONITORING AND EVALUATION

19.1.

There shall be an ongoing comprehensive programme of monitoring and evaluation at all levels of this Health Programme.

19.2. -

At the Health Administrative Unit :

Each Health Inspector will supervise and co-ordinate the activities of the MPWs and HHWs. They will be responsible for the accurate recording of the information in the Family Folders and provide quarterly summaries of the pertinent information to the project Head Quarters.

The Medical Officer, in addition to providing necessary domiciliary medical services, shall be responsible for providing quarterly reports on the beneficiary utilisation of the proposed health delivery under CUDP-III.



Ref. Page-24.

- 19.3. :- The evaluation of the Health Programme shall be ongoing and measure the programme's effectiveness in achieving success and through improving the health status of its beneficiaries. The programme's impact on health will be assessed through a variety of valid measurable health status indicators including, though not limited to :
- (1) reduced infant, child, and adult mortality and morbidity.
  - (2) the reliable operation and maintenance of the proposed facilities and systems.
  - (3) the appropriate utilization by the intended beneficiaries.
  - (4) improved nutritional status of children.

19.4. Baseline values for the indicators to be monitored have been derived from the 1977 Health and Socio- of Calcutta.

19.5. A continuous Health Survey utilizing the newly developed family folders will provide the necessary data on a continuous basis for the assessment of : (i) health status of the beneficiaries including incidence of diseases and nutritional status ; (ii) individual/family expenditure for health care ; (iii) utilization rates of health infrastructure and referral hospitals ; and (iv) record of immunization. This information will be tabulated quarterly and reported to the project head quarters for evaluation.

20.0.

Training :

Ref. Page-25 :-

20.I. - The Health Officer of each of the municipalities will be responsible for organising such training courses.

21.0. - FINANCIAL ANALYSIS

A. Cost Recovery :

21.I. - The Government of West Bengal has hitherto had no formal policy on recovery of costs of its integrated health services. It now proposes to make a taken charges for Family folders (for new cards @ 1/- per family and for renewal @ Rs.1/- per family) at the initial stage. Periodical reviews would be made to assess the possibilities of introduction of nominal charges for service rendered which will commensurate with the economic condition of the beneficiaries. So that some recovery is insured. While fixing the rates of charges proper care to be exercised so that it does not inhibit the target group from seeking medical attention.

Ref. Page-26 :-

22.

DISTRIBUTION OF BENEFITS AND POVERTY IMPACTS

22.I.

The scheme is expected to further reduce pressures on the out-patients departments of the existing hospitals and clinics, and to improve the general health of the target group through access to basic medical services, health education and Family & Planning/Welfare Programmes.

The following additional service benefits would accrue :

22.2 - Expanded Immunization Programme :

To provide full immunization coverage for the 0-6 years population in the CMD. Since the children 0-6 years in the 36 Municipalities were not adequately covered in the previous immunization programme, a more comprehensive programme of immunization is recommended. The proposal of expanded immunisation programme will provide coverage for an additional 1.3 lakhs of children. The following immunizations will be administered.



Ref. Page-27 :-

- Triple antigen against Diphtheria Whooping Cough and Tetanus
- Double antigen
- Polio- Vaccine
- B C G

Upgrading and Expansion of the Mosquito Eradication Programme.

22.4. The recent increases in the incidence of malaria, filaria, and encephalities requires positive action in order to control the infestation of mosquitoes. Current measures have not been effective in controlling the mosquitoes, especially in the municipalities. It is therefore proposed that the malaria eradication programme, undertaken by both the GOWB AND the CMD, be upgraded and expanded to cover the 36 municipalities of the CMD area to obtain an effective result. It is intended that spraying equipment and necessary vehicles be provided for this purposes.

The Health Administrative Units (HAUs) and the Extended Municipalities (EMUs) under the Metropolitan Area are to be equipped with different modified items of furniture for implementation of the programme. Having regard to the fact that procurements of the programme, within the municipalities, are to be undertaken by both the GOWB AND the CMD, be upgraded and expanded to cover the 36 municipalities of the CMD area to obtain an effective result. It is intended that spraying equipment and necessary vehicles be provided for this purposes.

Ref. Page-28 :-

Enhancement of the Existing Supplementary Feeding Programme Especially for Bustee/Slum Dwellers.

2.7. Under the present Supplementary Feeding Programme, enriched bread is distributed to the beneficiaries from a number of centres registered a couple of years ago. It has been observed that instead of the bread being utilized by the child beneficiary, it is being utilized as a supplementary breakfast for the entire family. In order to ensure that the child receives the ultimate benefit of the programme, it has been proposed to distribute a powder packet containing 100 gms. of cereals and Skim Milk powder/Ground Nut Powder 40 gms. Providing 1200-1600 calories and 60 gms. of protein. The cost per packet according to the present market rates is Rs.2/-. If two packets of powder is given to a child in the week, having 4 teaspoonfuls daily with rice water or warm water, it will provide 300-400 calories to the child may at a cost of 52 paise.

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2.8. The increasing number of children with second and third degree of malnutrition requires the immediate intervention with a supplementary feeding programme in order to prevent the irreversible damage that can occur. It is intended that the suggested supplemental feeding packets be distributed from the HAUS after the diagnosis has been made and the mothers have received demonstrations in the proper preparation of foods and feeding. The first packet will be admissible covered to the child at the HAU. This will facilitate a broad coverage of these children in need and minimize the distance to be travelled in order to receive the packets. It is expected that a charge of 25 paise per packet will be acceptable to the beneficiaries thus recovering approximately 12% of the cost to meet the incidental costs for procurement, powdering, and distribution of the diet items.

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Copy forwarded for information and necessary action to :-

1. The Secy., Calicut House/Changanassery Municipal Corporation.
2. The Secy., Bangalore Municipality.
3. The Secy., GDA
4. The Secy., (HWS), GDA
5. The Secy., (Health), GDA
6. The Secy., (Programme), CMDA.

Deputy Secretary (Programme) CMDA.





Office of the Chief of Health,  
IPP-VIII, 3rd floor, 'G' Block,  
Unnayan Bhawan, Salt Lake, Cal-91

29.6.96  
8002  
REF

**Calcutta  
Metropolitan  
Development  
Authority**

Unnayan Bhawan, Bidhan Nagar, Calcutta-700 091.

Sector

Floor

No. 470/Health/FW(US)/R-II/IPP-VIII/96

Date : 26.3.1996

From : The Chief of Health,  
IPP-VIII, C.M.D.A.

To : The Chairman,  
Rajpur-Sonarapur Municipality  
Dist. 24-Pgns(S).

Sub : Setting up of one more HAU under IPP-VIII  
Health Programme in Rajpur-Sonarapur Municipality

Ref : His No. 511 Dt. 14. 3. 96

S i r,

Kindly refer to above and it is requested that the following particulars may please be sent as early as possible for taking further necessary action from this end for opening of one more HAU (IVth unit) under IPP-VIII Health Programme in your Municipality as proposed by you.

Particulars to be submitted

- 1) Block-wise list of primarily selected HHWs (at least 3 per block) in the prescribed format submitted herewith. Primary selection to be done as per guideline (copy enclosed) in this regard giving due emphasis on educational qualification and age of the candidate.
- 2) Details list of beneficiaries in the prescribed format (copy enclosed herewith).

Thanking you,

Encl : As stated

Yours faithfully,

*(Signature)*  
22/3/96  
Chief of Health, (Actg)  
IPP-VIII, CMDA.

*(Signature)*  
8/7/96



**SELECTION**  
**PROFORMA FOR PRIMARY SECTION OF H.H.W. UNDER IPP-VIII.**

Name of the Municipality:-

SL. No.	Ward No. Block No.	Name and Address of the candidate indicating ward no. & Block no.	Date of birth and age as on	Education al qualification	Any other qualification/Qualities, if any	Remarks
1	2	3	4	5	6	7

\* Name of the candidates should be arranged respective blockwise.



পৌরসভা / কলিকাতা পৌর নিগমের অধীনে আই-পি-সি-৮ দ্বাৰায় প্রকল্পৰ জৰুৰ উপভোক্তা পরিচিতি

ঘৰো নং ..... ওয়াৰ্ড নং ..... এক নং .....

ক্রমিক নং	স্বাক্ষৰ নামকৰণ বা ব্যক্তিৰ পরিচিতি	গৃহ নং	গৃহকর্তাৰ নাম ও ঠিকানা	পরিচিতি স্বাক্ষৰ অথবা স্বাক্ষৰ	পরিবার স্বাক্ষৰ অথবা	নিয়মিত আই-পি- সি-৮ ডি-এম	নিয়মিত সি-ইউ ডি-পি- ৩-ডি-এ(সি) ডি-পি-এম-আই-পি ৩ স্বাক্ষৰ	তেন স্বাক্ষৰ- স্বাক্ষৰ অধীন এম-পি- স্বাক্ষৰ
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11

KEY NOTES

SELECTION OF HONORARY HEALTH WORKERS.  
FOR IPP- VIII HEALTH PROGRAMME

1. Introduction :-

To make the health services available at the doorstep of the community in IPP-VIII Health Programme, it has been proposed to engage Honorary Health Workers purely on honorary and part-time basis on a fixed honorarium of Rs. 400/= and contingent allowance of Rs. 30/= per month on 'No work no pay' basis. The honorarium of Rs. 400/= per month will be paid to each worker @ Rs. 100/= per work ) for ~~performing~~ performing the ~~fixing~~ following items of work :-

i) For undertaking motivation of F.W. work including maintenance of eligible couple register and family folders and also undertaking promotion of Health ~~xxxxxxx~~ Education work :-

ii) Distribution of nutrition packets, oral rehydration salt packets (O.R.S.) common medicines and also drawing of blood slides in fever cases :

iii) To perform immunisation work and to assist beneficiaries in the work of extension of Health & F.W. and M.C.H. Services. They will ~~also~~ be responsible for calling in supervisors and doctors for treatment of patients;

iv) They will undertake referral services and also ensure community participation;

If these Honorary Health workers (HHWs) fail to perform their duties properly, they are liable to be dismissed. Furthermore, they cannot claim their honorarium if they are absent from duties, It should be clearly understood that such engagement of HHWs will not entitle them to any right to/ guarantee for service of permanent, temporary, casual or any such nature at any time in fuxture .

2. Committee and body responsible for  
selection of HHWs :

a) Primary Selection :

Primary ~~skx~~ selection of HHWs of Calcutta Howrah Municipal and Chandannagar Corporations, Municipalities and Notified areas level will be done by the Local Co-ordination Committees as constituted by the UMDA for the purpose.

.....2



After Primary selection, these committee will prepare a preliminary list of the prospective candidates at least 3 candidates block-wise who will work as HHWs and recommend their names to the Director, Health Programme, CMDA, Unnayan Bhavan, Salt Lake City, Calcutta-91 for final selection.

b) Final Selection :

Final selection of HHWs will be done by Central Selection Body constituted under CMDA Notification No.

3. Number of HHWs to be selected

a) General Principle :

In general HHWs will be selected at the ratio of one HHW for every 1000 beneficiaries i.e., one HHW per each block of 1000 beneficiaries. The total population of beneficiaries i.e., bustee population/ slum dwellers and socio- economically weaker section of population, proposed to be covered in the IPP-VIII Health Programme is approximately 35,000 or less in a functional unit in each of the Corporation Municipality and Notified Areas within the CMDA. While calculating the required number of HHWs to be selected for each HAU, actual number of beneficiaries identified and list submitted to CMDA for the purpose should be taken into consideration.

b) Calculation of number of HHWs required  
When the number of indentified beneficiaries  
is in multiples of 1000 population.

The required number of HHWs required in this case will be 1 HHW per 1000 population i.e., one HHW per each block of 1000 beneficiaries applying the same principle for marking of blocks of 1000 population in the functional units of the Municipal Corporation or Wards of the Municipality/ Notified Areas.



Supposing the total number of beneficiaries indentified for the functional units of your Municipal Corporation/ Municipality/ Notified Areas is 34,000, the total number of functional units (blocks) in this case will be 34 each comprising of 1000 beneficiaries. Hence will be total number of HHWS required will be

$$\frac{34,000}{1,000} = 34 \text{ only.}$$

c) Calculation of number of HHWS required  
For fraction of population of more than  
500 remaining after multiples of 1000  
population :

When the remaining balance figure of the beneficiaries after dividing by 1000 population comes to 500 or more- the same principle as for marking of blocks for fraction of population of 500 or more as laid down in para 5 (a) of Key Notes for identification of beneficiaries is to be applied and an additional HHW will be required for that particular fraction of 500 or more population likewise and additional block will be marked for this excess fraction of population of 500 or more. In other words, the number of HHWS required will be the same as total Municipal Corporation or the Municipality & Notified Area as the case may be.

Example :-

Supposing the total number of beneficiaries indentified in a functional unit of your Municipal Corporation or your Municipality & Notified Area comes to 34,800, the total number of blocks marked in this case will be 35 (34 blocks comprising of 1000 beneficiaries and 1 block comprising of additional 800 beneficiaries). Based on this line the total number of HHWS required for the functional units of the municipal Corporation/ Municipality/ Notified Area will be worked out as under :-



For 34,000 Population	- 34 HHWs at the ratio of 1: 1000 beneficiaries i.e., 1 HHW/ block.
For addl. 800 population	- 1 HHW for the block of additional 800 population.
Total HHWs required	- 35 HHWs.

d) Calculation of HHWs required for fraction  
of population of less than 500 remaining  
after multiples of 1000 population :

When the remaining balance figure of the beneficiaries after dividing by 1000 population comes to less than 500- the same principle as for marking of blocks for fraction of population of less than 500 as laid down in para 5(b) of Key Notes for identification of beneficiaries is to be applied and in this case no additional HHW will be allotted for that particular fraction of less than 500 population likewise no additional block will be marked for this fraction of population of less than 500. In other words, the number of HHWs required will be the same as the total number of blocks marked for the functional unit of the municipal Corporation of the Municipality or Notified Area as the case may be.

Example :

Supposing the total number of beneficiaries indentified in a functional unit of your municipal Corporation or your municipality or Notified Area works out to be 33,300, the total number of blocks marked in this case will be 33 each comprising of approx. 1009 beneficiaries after distributing the balance 300 beneficiaries among the 33 blocks having 1000 population each. The distribution of beneficiaries among the blocks should be done as equitably as possible, thus making no provision for any additional block for this fraction. Based on this line the total number of HHWs required for the functional units of your Municipal Corporation/ Municipality will be worked out as under :-



- 3,000 Population - 33 HHWs at the ratio of 1: 1000 beneficiaries i.e. HHW/block.
- For addl. 300 population - Nil HHW as no separate block is marked for this fraction of population and they are distributed among the 33 blocks thus making each block with 1009 beneficiaries (approximately).

Total HHWs required - 33 HHWs.

4. Place from where HHws to be selected :-

The HHWs will be selected from the community itself and preferably from the same block of the functional unit of the Municipal Corporation (Ward)/municipality/Notified Area (ward) the candidate belongs to, or from the adjacent Block if candidate cannot be made available from the same Block. The candidate must be a resident of the ward of the concerned Block/adjacent Block as applicable.

5. Selection Criteria

(a) Essential;

- i) The candidates should preferably be married Women. They should be of the age group of 35-45 yrs of age and residing in the same community or block;
- ii) Educational qualification should be of class VIII standard. so that they can fill up and update the family schedules; and
- iii) The candidates should have necessary aptitude and leadership in community welfare activities.

(b) Desirable :

- i) Candidates having previous experience of working in community family welfare, maternity and child health activities should be preferred. If candidates cannot be made available from the same community or Blocks, residents of the immediate adjacent blocks may be considered.

6. The workers should not be given any appointment letter and instead their engagement on part-time basis should be notified in the Notice Board Clearly specifying their terms and conditions. To avoid future complications the first engagement should be for a period of three months and if so required they may be re-engaged. The terms of their re-engagement should not exceed 6 months at a stretch.



Already  
file marked

Ph. : 2553-2909/2563-4457  
Fax : 2553-1487

From : Sri. Charan Chakraborti  
Chairman,

Office of  
*The Municipal Councillors*  
of Panihati

PANIHATI, KOLKATA - 700 114

Memo No : Pm/Gen/IPP VIII / 09 / 846.



Dated, 10.02.2009

To  
The Project Officer.(Health) S.U.D.A  
'ILGUS Bhaban',  
Bidhan Nagar  
Kolkata - 700 106

Sub : Permission for Filling - up of the Sanctioned Posts of The F.T.S' & HHWs  
as fallen vacant in the IPP-VIII & CUDP-III Health projects Under Panihati Municipality.

Sir,

Since some of the sanctioned posts of '1<sup>st</sup> tier Supervisors' & 'Honorary Health Workers' in the IPPVIII & CUDP-III Projects Under this Municipality have been lying vacant for a long time, the Project works are suffering much for obvious reason. Moreover the routine works of the Sub-Centre level are affected so much so that the normal works may comes to a stand still if we fail to fill-up the existing vacancies immediately, of which you are also realise.

In this connection, our earlier communication regarding the subject may please be referred to.

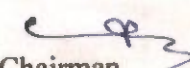
Once again, a table is furnished below showing therein the existing vacant sanctioned posts for favour of your perusal & necessary action please.

Name of the Project	Name of the Post	No sanctioned	No in position	No.of Existing vacant posts	Remarks
IPP- VIII	F.T.S'	28	23	05	
	H.H.W's	140	129	11	
CUDP-III	F.T.S'	12	10	02	
	H.H.W's	60	57	03	

Thus total vacancies stand as shown in the table today as fallows.

- 1) F.T.S.' :- 07 ( Seven)
- 2) H.H.W's : -14 ( Forteen)

Yours faithfully,

  
Chairman  
Panihati Municipality.



# সারা বাংলা পৌর স্বাস্থ্যকর্মী ইউনিয়ন

(সি.আই.টি.ইউ. অনুমোদিত)

রেজিঃ নং - ২২৫৭৭

পানিহাটী শাখা

পানিহাটী পৌরসভা, উত্তর ২৪ পরগণা

সম্পাদিকা

তারিখ 8.11.08.

সভাপতি

To:

The Officer on Special Duty (Health),  
UHIPU KMDA,  
Unnayan Bhaban, Bidhan Nagar 'G'-Block,  
1st, 2nd, 3rd, Floor, Kolkata-700 091.



Sir,

I on behalf of All Bengal Municipal Health Workers Union like to bring the under noted matter for your kind attention and position intervention.

That there are some vacancies of Health workers in our Municipal area. That just to fulfill those vacancies an Interview and a Training Programme was held under your guidance and a panel was duly made so as to fill-up those vacancies.

That our union is demanding for fulfilment of vacancies of health workers from the panel made under the guidance of W.H.I.P.

That our union is against the unnecessary delay tactics by the authority and demand your intervention for solving the problem.

Thanking you,

Yours faithfully,

Copy to:

Bula Das Gupta  
Secretary,

1. Sri. Gopal Bhattacharjee  
Convenor
2. Sri. Charan Chakraborty  
Chairman
3. Sri. Ajit Sarkar  
Member of Municipal C.I.T.U. Leader.





# Kolkata Metropolitan Development Authority

## URBAN HEALTH IMPROVEMENT PROGRAMME UNIT

Uttayan Bhavan, Bidhannagar, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> floor, Kolkata - 700 091.

☎ 2334-5257/2337-0697/2358-6771/2337-4103. FAX No. : 2358-3931 & 2358-7368 E-mail : gmuhipp@kmda.gov.in

No. 312 /S-9/KMDA/Health/UHIP/05

Dated: 17.09.2008

From: Officer On Special Duty (Health)  
UHIPU, KMDA.

To: The Chairman  
Panhati Municipality  
Dist. North 24-Parganas.

Re: Approval for engagement of HIWs in different HAUs against 10 existing vacancies  
under IPP-VIII in Panhati Municipality.

Ref: Your letter No. PM/Health/08/121 dated 12.05.2008.

Sir,

With reference to your letter noted above, this is to inform you that the approval for filling-up of the Honorary Health Workers against 10 (ten) existing vacancies in different HAUs under your Municipality is not possible for this office because the list of final selected/panel candidates of HIWs approved by Central Selection Committee under UHIP is not tally with your list and also the UHIP has already been wind-up and all official responsibilities has been handed over to SUDA w.e.f. 30<sup>th</sup> June, 2008 as per order of the Special Secretary, MA Department, Government of West Bengal.

In this connection, this is also to inform you that Smt Piyali Sarkar (Chakraborty) only a selected candidate in HAU-I and Smt. Bishaka Saha & Smt. Sefali Patra are the panel candidates in the same HAU but it is seen from your list that Smt. Soha Dey (Paul) who is a panel candidate for HAU-IV, has been enrolled her name in HAU-I which is not acceptable. This is further to inform you that Smt. Rekha Ghosh & Smt. Parbani Ghosh are the panel candidates for HAU-III but it is seen their names have been enrolled in HAU-IV which is also not acceptable.

In view of above, you are requested kindly to rectify your list and communicate with SUDA for further action in this regard.

*Pankaj Das*  
20/9/08  
(Pankaj Das)  
Vice-Chairman  
Panhati Municipality

Yours faithfully,

*[Signature]*  
OSD(II), UHIPU, KMDA



List of final Selected / Panel candidates of H/Ws approved by Central Selection Committee under UHP  
 held on 03.03.2008 at IEC Conference Room, 2nd Floor, 'G' Block, Unnayan Bhavan, Salt Lake.  
 Under IPP-VII

Name of the Municipality - PANIHATI

Name of the Unit	Name of the Selected Candidates with address (Regular)	Name of the Subcentre: Blocks & Wards	Marks obtained	Name of the Panel Candidates with address	Name of the Subcentres, Blocks & Wards	Marks obtained
HAU - I	Smt. Piyali Sarkar, (Chakroborty) 74 Salt Lake Colony, Sector 24 Parganas (N)	Block - 1 Ward - 19	6.5 (First)	Sr. Ashakha Saha B.B. Mukherjee Road, Ambagan, Sector 24 Parganas (N)	Block - 1 Ward - 19	6.0 (First)
HAU - II	Smt. Parvinita Bose 17/1 of Chatterjee Road, Sector 24 Parganas (N)	Block - 1 Ward - 19	7.0 (First)	Smt. Sejali Patra Sector 24 Parganas (N)	Block - 1 Ward - 19	5.0 (Second)
HAU - III	Smt. Archana Bhowmick Kankarbhata Colony, 24 Parganas (N)	Block - 2 Ward - 35	9.5 (First)	Smt. Shobini Bose Sarada Park, Ambagan, 24 Parganas (N)	Block - 2 Ward - 35	8.5 (First)
	Smt. Sangita Dey Kankarbhata Colony, 24 Parganas (N)	Block - 2 Ward - 35	9.0 (Second)	Smt. Rekha Ghosh Sakmipal, Gokulam Para Girls, 24 Parganas	Block - 2 Ward - 35	8.5 (First)
	Smt. Sipra Dey (Sarkar) Kankarbhata Park, 24 Parganas (N)	Block - 2 Ward - 35	9.0 (Third)	Smt. Parbani Ghosh Rabindra Nagar, Duttal Bagar, Ghata 24 Parganas (N)	Block - 4 Ward - 35	8.5 (Second)
HAU - IV	Smt. Champa Das Sarada Park, Pusbida, 24 Parganas	Block - 3 Ward - 35	6.5 (First)	Smt. Rina Aich Nataraj, Pamban, 24 Parganas (N)	Block - 3 Ward - 35	7.5 (Third)
				Smt. Lina Sarkar Ghata, C-Block, 24 Parganas (N)	Block - 3 Ward - 35	7.0 (Fourth)
				Smt. Jamuna Poddar (das) Kankarbhata Bhe Laker, 24 Parganas (N)	Block - 3 Ward - 35	5.5 (Fifth)
				Smt. Soma Dey (Pau)l Ambikapur, Sector 24 Parganas (N)	Block - 3 Ward - 35	6.0 (First)

Mayor, C.M.C. & Chairman  
 Central Selection Committee

OSD (Health), UHP/KMDAM Member

Jt. DHS (P&D)  
 Deptt. of Health & Family Welfare  
 Govt. of West Bengal



Phone : 2553 2909 / 2563 445 /  
Fax : 2553 1487

Office of

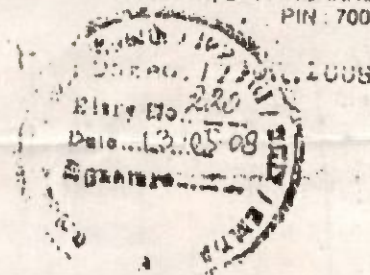
From Sri. Chetan Chakrabarti  
Chairman,

The Municipal Councillors  
of Panihati

PANIHATI, 24 PARGANAS (N)  
PIN : 700 114

NO: 14/Health/02/12

To:  
The Officer On Special Duty,  
UHIP UNIT KMDA,  
Unnayan Bhavan, Salt Lake City,  
Kolkata - 700 091.



Sub: Approval for engagement of the HHWS in 10  
vacancies lying in different HHWS under  
IPP-VIII in Panihati Municipality.

Sir,

Enclosed please find herewith the list of Finally  
Selected candidates (Regular and empanelled) for engage-  
ment in different HAUs against 10 (ten) existing vacancies  
and empanelled.

Necessary approval may kindly be recorded accordingly  
at an early date so that the project work may not suffer  
in any way.

Encl:- as above

Yours faithfully,

*(Signature)*  
Chairman  
Municipality

Smt. Shilani Bose.  
Sarada Palli, Uttarayan, (N), I.P.S.

Ward III.



Candidates finally selected for the HHWS against the existing 10 vacancies in different HAUs, IPPVIII in Panihati Municipality.

**HAU - I, IPPVIII**

Sl. No.	Name of Selected Candidates & Address	Sub center No & Ward/BL No	The name of the HHW whose resignation, Termination or any of the reasons vacancy has occurred.
	Smt. Piyali Sarkar (Chakraborty) 74, Sahid Colony, Sodepure, (N) 24 Pgs	SC - 7 Ward/BL - 17/5	Rita Sarkar
	Smt. Bishuka Saha, B.B. Mukherjee Road, Ambagan, Sodepure, (N) 24 Pgs.	SC - 06 Ward/BL - 19/4	Sandhya Paul
	Smt. Somu Dey (Paul). C/o Tarun Paul (Ambikapur, Natagarh) Present :- Sen Bagan, Agarpara (N) 24 Pgs.	SC - 06 Ward/BL - 19/2	Srabani Banerjee
Sl. No.	Name of the Panel Candidate & Address	Ward/BL No	
1.	Smt. Sefali Patra Sukchar, (N) 24 Pgs	Ward/BL - 01/2	

**HAU - II, IPPVIII**

Sl. No.	Name of Selected Candidates & Address	Sub center No & Ward/BL No	The name of the HHW whose resignation, Termination or any of the reasons vacancy has occurred.
	Smt. Purnima Bose. Iswar Chatterjee Road, Sodepure, (N) 24 Pgs.	SC - 03 Ward/BL - 17/5	Amita Dutta
Sl. No.	Name of the Panel Candidate & Address	Ward/BL No	
	Smt. Shibani Bose. Sarada Palli, Uttarayan, (N) 24 Pgs.	Ward/BL - 19/7	

Cont. page-2 →



III - III, IPPVIII

Sl. No	Name of Selected Candidates & Address	Sub center No & Ward/BL No	The name of the HHW whose resignation, Termination or any of the reasons vacancy has occurred.
1.	Smt. Archana Bhowmik Ramkrishna Paul Ghola, Sodepure, (N)24 Pgs.	SC - 5 Ward/BL - 35/2	Kalpna Saha
2.	Smt. Sangita Das Pallisri Sodepur	SC - 6 Ward/BL - 25/2	Charitra Chatterjee
3.	Smt. Sipra Dey (Sarkar) Ramkrishna Paul, Ghola	SC - 6 Ward/BL - 35/4	Sadhana Saha
Sl. No	Name of the Panel Candidates & Address	Ward/BL No	
1.	Smt. Rina Aich Natagarh, Panihati, (N)24 Pgs.	Ward/BL - 35/2	
2.	Smt. Lina Sarkar Ghola 'C' Block, (N)24 Pgs.	Ward/BL - 32/2	
3.	Smt. Jannina Poddar Krishnapur Bye Lane, (N)24 Pgs.	Ward/BL - 21/3	

III - IV, IPPVIII

Sl. No	Name of Selected Candidates & Address	Sub center No & Ward/BL No	The name of the HHW whose resignation, Termination or any of the reasons vacancy has occurred.
1.	Smt. Rekha Ghosh Saktipur, Goswami para Ghola.	SC - 3 Ward/BL - 27/2	Mita Paul
2.	Smt. Parbani Ghosh Rabindra nagar, Dutta Bagan.	SC - 5 Ward/BL - 34/4	Sandhya Banerjee
3.	Smt. Champa Das Sarada Pally, Pansila (N)24 Pgs	SC - 7 Ward/BL - 19/5	Mitra Dutta

19/5/2018  
Health Officer  
Panihati Municipality

Chairman  
Panihati Municipality



To  
The Chairman,  
Panihati Municipality.



Sir,

You are well aware of the fact that Dr.P.Majumder, A.H.O of this Municipality has proceeded on leave for 2 ( Two) months wef 1-8-2008.

As such, the project work will be surely affected during his long absence.

However, the 2<sup>nd</sup> Tier Supervisors are asked to prepare monthly reports etc in time duly.

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

Yours faithfully,

*sd/-*  
Health officer  
Health Officer  
Panihati Municipality

Memo No *PN/H/100/1(2)/08-09*

Date *14.8.08*

Copy forwarded to :

1) The C.in.C Panihati Municipality.

2) The Project Officer, K.U.S.P. (*Health*)

ILGUS Bhaban , Salt Lake, Kolkata-106 /-

- For favour of Kind information and necessary action.

*14/8/08*  
Health officer  
Health Officer  
Panihati Municipality



Ph. : 2553-2909/2563-4457  
Fax : 2553-1487

From : Charan Chakraborti  
Chairman,

Office of  
*The Municipal Councillors*  
of Panihati  
PANIHATI, KOLKATA - 700 114

Memo No : PM/Health/08/412

Dated, 25.8.08

To  
The Director. S.U.D.A  
██████, Ilgus Bhaban,  
Bidhan Nagar  
Kolkata - 700 106



PO (H)  
✓  
27/8

Sub : Approval for engagement of Staff against existing vacancies in the IPP -VIII & CUDP- III in Paniahti Municipality.

Sir,

Necessary approval ( including guidelines) may kindly be accorded so that we may proceed for engagement of the following staff in the Projects under this Municipality mentioned against the existing vacancies as well as for empanelled at an early date for empanelled at an early date for smooth running of the project works.

Sl.No.	Name of the Project	HHW	ATTENDANT	CLRRK/STORE KEEPER	FTS	PTMO
1.	IPP-VIII	00	00	00	05	00
2.	E.S.O.P.D.	-	01	01	-	01
3.	C.U.D.P.-III	05	00	00	02	00

A list containing particulars of the staff lying vacant in the above projects enclosed herewith for reference and necessary action please.

In this regard it is for your information that our earlier reference  
Memo No : PM/Health/IPP-VIII-CUDP-III/08/123/1(1) dt- 20.5.08

Yours faithfully,

Chairman  
Panihati Municipality.



Ph. : 2553-2909/2563-4457  
Fax : 2553-1487

From : Charan Chakraborti  
Chairman,

Office of  
*The Municipal Councillors*  
of Panihati  
PANIHATI, KOLKATA - 700 114



No : PM/Health/08/413

Dated, 25.8.08

To  
The Director, S.U.D.A  
██████, Ilgus Bhaban,  
Bidhan Nagar  
Kolkata - 700 106

PO(A)  
L  
2/11

Sub : Approval for engagement of the HHWs in 10 vacancies lying  
in different HAUs under IPP- VIII in Panihati Municipality.

Sir,

Enclosed please find herewith the list of Finally Selected candidates ( Regular and empanelled)  
for engagement in different HAUs against 10 (Ten) existing vacancies and empanelled. *With Training  
completed by K.M.D.A certificates enclosed*

Necessary approval may kindly be accorded accordingly at an early date so that the Project  
work may not suffer in any way.

Yours faithfully,

  
Chairman  
Panihati Municipality.



Phone : 2553-2909 / 2563-4457  
Fax : 2553-1487

From: Sri. Charan Chakrabarti  
Chairman,

Office of  
*The Municipal Councillors*  
of *Panihati*  
PANIHATI, 24 PARGANAS (N)  
PIN : 700 114

HAU - I, NO: PM/Health/08/121

Dated, 12.05.2008

To:  
The Officer On Special Duty,  
UHIP UNIT KMDA,  
Unnayan Bhavan, Salt Lake City,  
Kolkata - 700 091.

Sub: Approval for engagement of the HHWs in 10 vacancies lying in different HHWs under IPP-VIII in Panihati Municipality.

Sir,

Enclosed please find herewith the list of Finally Selected candidates (Regular and empanelled) for engagement in different HAUs against 10 (Ten) existing vacancies and empanelled.

Necessary approval may kindly be accorded accordingly at an early date so that the project work may not suffer in any way.

Yours faithfully,

Chairman  
Panihati Municipality,



1. Smt. Shibani Bose.  
Sarada Palli, Uttarayan, (N)24 Pgs.

Ward/BL - 19/1

Cont. page-2 ->



The Candidates finally selected for the HHWS against the existing 10 vacancies in different HAUs, IPPVIII in Panihati Municipality .

HAU - I, IPPVIII			
SL. No	Name of Selected Candidates & Address	Sub center No & Ward/BL No	The name of the HHW whose resignation, Termination or any of the reasons vacancy has occurred .
1. ✓	Smt. Piyali Sarkar (Chakraborty) 74, Sahid Colony, Sodepure, (N) 24 Pgs	SC - 7 Ward/BL - 13/5	Rita Sarkar
2. ✓	Smt. Bishaka Saha. B.B. Mukherjee Road, Ambagan. Sodepure, (N) 24 Pgs.	SC - 06 Ward /BL - 10/4	Sandhya Paul
3. ✓	Smt. Soma Dey (Paul) C/o Tarun Paul ( Ambikapur, Natagarh) Present :- Sen Bagan, Agarpara (N) 24 Pgs.	SC- 06 Ward/BL - 09/2	Srabani Banerjee
SL. No	Name of the Panel Candidate & Address	Ward/BL No	
1. ✓	Smt. Sefali Patra Sukchar, (N) 24 Pgs.	Ward/BL - 01/2	

HAU - II, IPPVIII			
SL. No	Name of Selected Candidates & Address	Sub center No & Ward/BL No	The name of the HHW whose resignation, Termination or any of the reasons vacancy has occurred .
1. ✓	Smt. Purnima Bose. Iswar Chatterjee Road, Sodepure, (N) 24 Pgs.	SC - 03 Ward/BL - 17/5	Anita Dutta
SL. No	Name of the Panel Candidate & Address	Ward/BL No	
1. ✓	Smt. Shibani Bose. Sarada Palli, Uttarayan, (N) 24 Pgs.	Ward/BL - 19/7	

Cont. page-2 →



(2)

## HAU - III, IPPVIII

SL. No	Name of Selected Candidates & Address	Sub center No & Ward/BL No	The name of the HHW whose resignation, Termination or any of the reasons vacancy has occurred .
1. ✓	Smt. Archana Bhowmik Ramkrishna Paul Ghola, Sodepure, (N)24 Pgs.	SC - 5 Ward/BL - 35/2	Kalpana Sihna
2. ✓	Smt. Sangita Das Pallisri, Sodepur	SC - 6 Ward/BL - 25/2	Chandra Chatterjee
3. ✓	Smt. Sipra Dey (Sarkar) Ramkrishna Paul, Ghola	SC - 6 Ward/BL - 35/4	Sadhana Saha
SL. No	Name of the Panel Candidates & Address	Ward/BL No	
1. ✓	Smt. Rina Aich Natagarh, Panihati, (N)24 Pgs.	Ward/BL - 35/2	
2. ✓	Smt. Lina Sarkar Ghola 'C' Block, (N)24 Pgs.	Ward/BL - 32/2	
3. ✓	Smt. Jamuna Poddar Krishnapur Bye Lane, (N)24 Pgs.	Ward/BL - 21/3	

## HAU - IV, IPPVIII

SL. No	Name of Selected Candidates & Address	Sub center No & Ward/BL No	The name of the HHW whose resignation, Termination or any of the reasons vacancy has occurred .
1. ✓	Smt. Rekha Ghosh Saktipur, Goswamipara, Ghola.	SC - 3 Ward/BL - 27/2	Mita Paul
2. ✓	Smt. Parbani Ghosh Rabindra nagar, Dutta Bagan.	SC - 5 Ward/BL - 34/4	Sandhya Banerjee
3. ✓	Smt. Champa Das Sarada Pally, Pansila (N)24 Pgs	SC - 7 Ward/BL - 19/5	Mitra Dutta

12/5/08  
Health Officer  
Panihati Municipality

Chairman  
Panihati Municipality





# KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY

## URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)

Unnayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt. *Pankaj Sarkar (Chakraborty)*  
of *Pandit* Corporation / Municipality has successfully completed the Basic

Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement  
Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*W*  
Officer on Special Duty (Health)  
UHIPU, KMDA

*S. P. Ghosh*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA

Kolkata the 9<sup>th</sup> May, 2008.





# KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY

## URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)

Unnayan Bhavan, 'G' Block, 1st, 2nd & 3rd Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt *Biswanath Sarkar*  
of *Familite* Corporation / Municipality has successfully completed the Basic

Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*W*  
Officer on Special Duty (Health)  
UHIPU, KMDA

*V. K. Das*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA

Kolkata the 9<sup>th</sup> May, 2008.



**UWA**

# KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)

Unnayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt *Soma Dey (Paul)* of *Pandua* Corporation / Municipality has successfully completed the Basic Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*[Signature]*  
Officer on Special Duty (Health)  
UHIPU, KMDA

*[Signature]*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA

Kolkata the 9<sup>th</sup> May, 2008.





**KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY**  
**URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)**  
Uttayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt. *Parvina Bose*  
of *Parvina* ..... Corporation / Municipality has successfully completed the Basic  
Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement  
Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*W*  
Officer on Special Duty (Health)  
UHIPU, KMDA

*V. J. Khan*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA

Kolkata the 9<sup>th</sup> May, 2008.





# KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY

## URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)

Unayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt. *Arumma Bharmick* .....  
of *Tamihate* ..... Corporation / Municipality has successfully completed the Basic  
Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement  
Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*[Signature]*  
Officer on Special Duty (Health)  
UHIPU, KMDA

*[Signature]*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA





# KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY

## URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)

Unnayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt *Sangeeta Das* .....

of *Pandita* ..... Corporation / Municipality has successfully completed the Basic

Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement

Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*W*  
Officer on Special Duty (Health)  
UHIPU, KMDA

*V. J. Das*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA

Kolkata the 9<sup>th</sup> May, 2008.





# KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY

## URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)

Unnayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt *Shriprada Das (Sarkar)*  
of *Pamibhati* Corporation / Municipality has successfully completed the Basic

Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement

Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*W*  
Officer on Special Duty (Health)  
U, KMDA

*V. Jha*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA

Kolkata the 9<sup>th</sup> May, 2008.





# KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY

## URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)

Unnayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt. *Rekha Ghosh* .....  
of ..... *Pandita* ..... Corporation / Municipality has successfully completed the Basic  
Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement  
Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*W*  
Officer on Special Duty (Health)  
UHIPU, KMDA

*V. J. Ghosh*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA

Kolkata the 9<sup>th</sup> May, 20



**UWA**

**KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY**  
**URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)**

Unnayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt. *Sarbanu Ghosh* .....

of *Panikhat* ..... Corporation / Municipality has successfully completed the Basic

Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement

Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*W*  
Officer on Special Duty (Health)  
UHIPU, KMDA

*V. Ghosh*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA

Kolkata the 9<sup>th</sup> May, 2008.





**KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY**  
**URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)**  
Unnayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt Champa Das  
of Pandita Corporation / Municipality has successfully completed the Basic  
Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement  
Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

Officer on Special Duty (Health)  
UHIPU, KMDA

Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA



# KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY

## URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)

Unnayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt

of *Sumitran* ..... *Shreemati Janta* ..... Corporation / Municipality has successfully completed the Basic

Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement

Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*W*  
Officer on Special Duty (Health)  
UHIPU, KMDA

*V Janta*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA

Kolkata the 9<sup>th</sup> May, 2008.





# KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY

## URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)

Unnayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt

of ..... *Sumitri* .....

*Shubani Bose*

Corporation / Municipality has successfully completed the Basic

Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement

Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*W*  
Officer on Special Duty (Health)  
UHIPU, KMDA

*V. J. Khan*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA

Kolkata the 9<sup>th</sup> May, 2008.



**KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY**  
**URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)**

Unnayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt

of ..... *Pamika* ..... *Pina Singh* ..... Corporation / Municipality has successfully completed the Basic

Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement

Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*W*  
Officer on Special Duty (Health)  
UHIP IDA

*V. J. J.*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA

Kolkata the 9<sup>th</sup> May, 2008.





# KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY

## URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)

Unnayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt *Smita Sarkar* of *Pandurhat* Corporation / Municipality has successfully completed the Basic

Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement

Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*W*  
Officer on Special Duty (Health)  
UHIPU, KMDA

*attested*  
*10.5.08*  
SUNITA SARKAR  
Municipality  
Kolkata

*V. Jha*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA

Kolkata the 9<sup>th</sup> May, 2008.

**UWA**

**KOLKATA METROPOLITAN DEVELOPMENT AUTHORITY**  
**URBAN HEALTH IMPROVEMENT PROGRAMME (UHIP)**

Urnayan Bhavan, 'G' Block, 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, Salt Lake, Kolkata - 700 091

This is to certify that Smt *Jayamma Poddar (Das)*  
of *Pandhate* Corporation / Municipality has successfully completed the Basic

Course of Honorary Health Workers (HHWs) conducted by the Urban Health Improvement

Programme Unit, KMDA from 15<sup>th</sup> April, 2008 to 9<sup>th</sup> May, 2008.

*W*  
Officer on Special Duty (Health)  
UHIPU, KMDA

*V. J. Das*  
Special Secretary, KMDA  
&  
Project Director, UHIPU, KMDA

Kolkata the 9<sup>th</sup> May, 2008.



pend. to  
obtain information  
from  
IPD-VIII  
file

Phone : 2553-2909 / 2563-4457  
Fax : 2553-1487

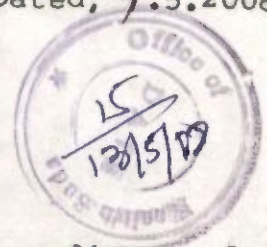
From: Sri. Charan Chakrabarti  
Chairman,

Office of  
The Municipal Councillors  
of Panihati  
PANIHATI, 24 PARGANAS (N)  
PIN : 700 114

NO: PM/Health/08/115

Dated, 9.5.2008.

To:  
The Project Officer  
Health Suda  
CMU ICBUS Bhaban

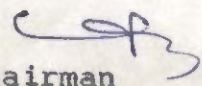


Sub: Sanction for procuring medicines for  
IPP-VIII & CUDP-III project under  
Panihati Municipality.

Sir,

We have procured supplied medicines to all the HAUs duly upto the month of March, 08. Hence further sanction for the financial year 2008-2009 ( from April to March ) may kindly be accorded so that we may procure medicines accordingly and arrange supply of the same for smooth functioning of the aforesaid two projects.

Yours faithfully,

  
Chairman  
Panihati Municipality,

Phone : 2553-2909 / 2563-4457  
Fax : 2553-1487

Office of

*The Municipal Councillors*  
*of Panihati*

PANIHATI, 24 PARGANAS (N)  
PIN : 700 114

From :

CHARAN CHAKRABORTI,  
CHAIRMAN.

To :

The Project Officer, CMU, SUDA,  
ILGUS BHAWAN, Sector-3,  
H. C. Block, Bidhan Nagar,  
Kolkata - 700006.

No. PM/Acctt./SUDA/02

Dt. 20th June 2008.

Sub: Submission of Acquittance Roll.

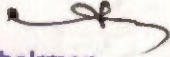
S i r,

Enclosed find herewith a acquittance Roll of IPP-VIII  
Health & ESOPD Health Programme month of ~~April~~ <sup>May</sup> 2008.

Please ackknowledge the same.

Thanking you,

Yours faithfully

  
Chairman, Chairman  
Panihati Municipality.

Enclo: As above.



PANIHATI MUNICIPAL OFFICE

PANIHATI, NORTH 24 PARAGANAS

HONORARIUM BILL OF H.H.S. AND H. H. S' ATTACHED TO HEALTH ADMINISTRATIVE

UNIT NO. 1 OF PANIHATI MUNICIPALITY FOR THE MONTH OF May-08



SL	NAME	DESIG.	HON.	CON.	TOTAL	SIGNATURE
1	ARCHANA MONDAL	F.T.S	1350	70	1420	Archana Mondal
2	JUTHIKA GHOSH	F.T.S	1350	70	1420	Juthika Ghosh
3	SUNANDA SENGUPTA	F.T.S	1350	70	1420	Sunanda Sengupta
4	JYOTI DAS	F.T.S	1350	70	1420	Jyoti Das
5	GITA SAHA	F.T.S	1350	70	1420	Gita Saha.
6	MITRA BHOWMICK	F.T.S	1350	70	1420	Mitra Bhowmick
7	KHUKU DEY	H.H.W	1200	50	1250	Khuku Dey
8	JAYASREE GHOSAL	H.H.W	1200	50	1250	Jayasree Ghosal
9	SANTI DUTTA	H.H.W	1200	50	1250	Santi Dutta
10	MINATI BHOWMICK	H.H.W	1200	50	1250	Minati Bhowmick
11	MAYA KAR	H.H.W	1200	50	1250	Maya Kar
12	PUTUL SARKAR	H.H.W	1200	50	1250	Putul Sarkar
13	NILIMA DUTTA	H.H.W	1200	50	1250	Nilima Dutta
14	GITA DAS	H.H.W	1200	50	1250	Gita Das
15	ARADHANA BISWAS	H.H.W	1200	50	1250	Aradhana Biswas
16	CHHAYA DAS	H.H.W	1200	50	1250	Chhaya Das
17	SOMA SAMAJPATI	H.H.W	1200	50	1250	Soma Samajpati
18	SABITA GUHA	H.H.W	1200	50	1250	Sabita Guha
19	SIBANI KAR	H.H.W	1200	50	1250	Sibani Kar
20	SWATI DAS	H.H.W	1200	50	1250	Swati Das



21	SAMPA DAS	H.H.W	1200	50	1250	Sampa Das
22	ANJALI DUTTA	H.H.W	1200	50	1250	Anjali Dutta
23	AVA DAS	H.H.W	1200	50	1250	Ava Das
24	GITA MAJUMDER	H.H.W	1200	50	1250	Gita Majumder
25	MAYA CHATTERJEE	H.H.W	1200	50	1250	Maya Chatterjee
26	ANIMA PAUL	H.H.W	1200	50	1250	Anima Paul
27	BULU ROY	H.H.W	1200	50	1250	Bulu Roy
28	PURNIMA MUKHERJEE	H.H.W	1200	50	1250	Purnima Mukherjee
29	TAPATI DEY	H.H.W	1200	50	1250	Tapati Dey
30	LILA MAJUMDER	H.H.W	1200	50	1250	Lila Majumder (Dey)
31	SAGARIKA BHATTACHERJEE	H.H.W	1200	50	1250	Sagarika Bhattacharya
32	MINAKSI DEY	H.H.W	1200	50	1250	Minaksi Dey
33	SOMA MUKHERJEE	H.H.W	1200	50	1250	Soma Mukherjee
34	JAYANTI CHAKRABORTY	H.H.W	1200	50	1250	Jayanti Chakraborty
35	SABITA CHANDA	H.H.W	1200	50	1250	Sabita Chanda
36	ALOKANADA SARKAR	H.H.W	1200	50	1250	Alokanada Sarkar
37	BASANTI DUTTA	H.H.W	1200	50	1250	Basanti Dutta
38	SIPRA BISWAS	H.H.W	1200	50	1250	Sipra Biswas
TOTAL:			46500	2020	48520	

Dummy  
01/01/08

26/08

APPROVED  
Chairman  
Purbani Municipality





PANIHATI MUNICIPAL OFFICE  
PANIHATI, NORTH 24 PARGANAS

HONORARIUM BILL OF H.H.S. AND H. H. S' ATTACHED TO HEALTH ADMINISTRATIVE  
UNIT NO. 11 OF PANIHATI MUNICIPALITY FOR THE MONTH OF May-08

SL	NAME	DESIG.	HON.	CON.	TOTAL	SIGNATURE
1	BABY SAHA	F.T.S	1350	70	1420	Baby Saha.
2	SANDHYA CHAKRABORTY	F.T.S	1350	70	1420	Sandhya Chakraborty.
3	ANJALI KUNDU	F.T.S	1350	70	1420	Anjali Kundu
4	MAYA RANI DAS	F.T.S	1350	70	1420	Maya Rani Das.
5	SAMATA MAJUMDAR	F.T.S	1350	70	1420	Samata Majumdar.
6	MRIDULA BHATTACHARJEE	F.T.S	1350	70	1420	Mridula Bhattacharjee
7	SOVA DAS	H.H.W	1200	50	1250	Sova Das.
8	TRIPTI SENGUPTA	H.H.W	1200	50	1250	Tripiti Sen Gupta
9	JHARNA SARKAR	H.H.W	1200	50	1250	Jarna Sarkar
10	MONIKA DUTTA	H.H.W	1200	50	1250	Monika Dutta
11	SOVA SARBAGYA	H.H.W	1200	50	1250	Sova Sarbajya
12	BAKUL KARMAKAR	H.H.W	1200	50	1250	Bakul Karmakar.
13	ARCHANA DUTTA	H.H.W	1200	50	1250	Archana Dutta
14	CHHABI CHAKRABORTY	H.H.W	1200	50	1250	Chhabi Chakraborty
15	PUSPA SAHA	H.H.W	1200	50	1250	Puffa Saha
16	BANDANA DUTTA	H.H.W	1200	50	1250	Bandana Dutta
17	SARASWATI DAS	H.H.W	1200	50	1250	Saraswati Das.
18	CHITRA SIKDER	H.H.W	1200	50	1250	Chitra Sikder.
19	MAYA CHAKRABORTY	H.H.W	1200	50	1250	Maya Chakraborty
20	SUBRATA KARMAKAR	H.H.W	1200	50	1250	Subrata Karmakar
21	ANJANA GAYEN	H.H.W	1200	50	1250	Anjana Gayen





22	PURABI SENGUPTA	H.H.W	1200	50	1250	Purabi Sengupta
23	SANDHYA GANGULY	H.H.W	1200	50	1250	Sandhya Ganguly
24	PUTUL RANI SARKAR	H.H.W	1200	50	1250	Putul Rani Sarkar
25	PUSPA NAG	H.H.W	1200	50	1250	Puspa Nag
26	PUTUL DAM	H.H.W	1200	50	1250	Putul Dam
27	SHYAMALI DAS	H.H.W	1200	50	1250	Shyamali Das
28	BHARATI DAS	H.H.W	1200	50	1250	Bharati Das
29	SANDHYA GHOSH	H.H.W	1200	50	1250	Sandhya Ghosh
30	ARUNA ROYCHOWDHURY	H.H.W	1200	50	1250	Aruna Roychowdhury
31	SANKARI CHAKRABORTY	H.H.W	1200	50	1250	Sankari Chakraborty
32	ARATI BHATTACHARJEE	H.H.W	1200	50	1250	Arati Bhattacharjee
33	SWAPNA DAS	H.H.W	1200	50	1250	Swapna Das
34	KAJAL GHOSH DEB	H.H.W	1200	50	1250	Kajal Ghosh Deb
35	ANIMA SAHA	H.H.W	1200	50	1250	Anima Saha
36	MAYA CHAKRABORTY	H.H.W	1200	50	1250	Maya Chakraborty
37	SHIKTA SHOW	H.H.W	1200	50	1250	Shikta Show
38	CHHAYA CHATTERJEE	H.H.W	1200	50	1250	Chhaya Chatterjee
39	MINATI ADHIKARY	H.H.W	1200	50	1250	Minati Adhikary
40	MONIKA MAJUMDAR	H.H.W	1200	50	1250	Monika Majumdar
41	TOTAL:		48900	2120	51020	

*02/06/08*

*2/6/08*

APPROVED  
Chairman  
Purbani Municipality





PANIHATI NORTH 24 PARGANAS

HONORARIUM BILL OF H.H.S. AND H. H. S' ATTACHED TO HEALTH ADMINISTRATIVE

UNIT NO. 11 OF PANIHATI MUNICIPALITY FOR THE MONTH OF May-28

SL	NAME	DESIG.	HON.	CON.	TOTAL	SIGNATURE
1	SUKLA DAS	F.T.S	1350	70	1420	Sukla Das.
2	RUBY ROY	F.T.S	1350	70	1420	Ruby Roy
3	KRISHNA BIR	F.T.S	1350	70	1420	Krishna Bir
4	ANIMA CHAKRABORTY	F.T.S	1350	70	1420	Anima Chakraborty
5	SANKARI SINHA	F.T.S	1350	70	1420	Sankari Sinha
6	NIVA BASU	F.T.S	1350	70	1420	Niva Basu
7	JYOTSNA KARMAKAR	H.H.W	1200	50	1250	Jyotsna Karmanen
8	ASHALATA PAUL	H.H.W	1200	50	1250	Ashalata Paul
9	DIPTI KANA DAS	H.H.W	1200	50	1250	Dipti Kana Das.
10	GITA DAS	H.H.W	1200	50	1250	Gita Das
11	SANTI DAS	H.H.W	1200	50	1250	Santi Das
12	LIPIKA KARMAKAR	H.H.W	1200	50	1250	Lipika Karmanen
13	RINA SAHA	H.H.W	1200	50	1250	Rina Saha
14	MAYA RANI PAUL	H.H.W	1200	50	1250	Maya Rani Paul
15	MITA DUTTA	H.H.W	1200	50	1250	Mita Dutta
16	SWATI BHATTACHARJEE	H.H.W	1200	50	1250	Swati Bhattacharya
17	BANDANA CHATTARJEE	H.H.W	1200	50	1250	Bandana Chatterjee.
18	BANI ADIKARY	H.H.W	1200	50	1250	Bani Adikary.
19	RINA PAUL	H.H.W	1200	50	1250	Rina Paul.
20	TRIPTI ROYCHOWDHURY	H.H.W	1200	50	1250	Tripti Roy Chowdhury
21	MANJU BARDHAN	H.H.W	1200	50	1250	Manju Bardhan.
22	PRITI PAUL	H.H.W	1200	50	1250	Priti Paul



23	ARATI BOSE	H.H.W	1200	50	1250	Arati Bose
24	BHARATI CHAKRABORTY	H.H.W	1200	50	1250	Bharati Chakraborty
25	ANIMA DUTTA	H.H.W	1200	50	1250	Anima Dutta
26	SANDHYA BOSE	H.H.W	1200	50	1250	Sandhya Bose
27	KRISHNA SINHA	H.H.W	1200	50	1250	Krishna Sinha
28	SANKARI MRIDHA	H.H.W	1200	50	1250	Sankari Mridha
29	DIPALI ACHARJEE	H.H.W	1200	50	1250	Dipali Acharya
30	RUNU CHKRABORTY	H.H.W	1200	50	1250	Runu Chakraborty
31	SAHAJADI KHATUN	H.H.W	1200	50	1250	Sahajadi Khatun
32	REBA MUKHERJEE	H.H.W	1200	50	1250	Reba Mukherjee
33	SIMA DEB	H.H.W	1200	50	1250	Sima Deb
34	APARNA DEY	H.H.W	1200	50	1250	Aparna dey
35	NIRUPAMA SARKAR	H.H.W	1200	50	1250	Nirupama Sarkar
36	BHARATI DAS	H.H.W	1200	50	1250	Bharati Das
37	SEFALI PAUL	H.H.W	1200	50	1250	Sefali Paul
38	MONORAMA DAS	H.H.W	1200	50	1250	Monorama Das
39	TOTAL:		46500	2020	48520	



*D. P. M. ...*

*2/10/20*

APPROVED  
Chairman  
Panchsahi Municipality



**HONORARIUM BILL OF H.H.S. AND H. H. S' ATTACHED TO HEALTH ADMINISTRATIVE  
UNIT NO. 14 OF PANIHATI MUNICIPALITY FOR THE MONTH OF May 08**

NAME	DESIG.	HON.	CON	TOTAL	SIGNATURE
1 UMA SAHA	F.T.S	1350	70	1420	Uma Saha
2 RUNU SANAYAL	F.T.S	1350	70	1420	Runu Sanayal
3 ITI BOSE	F.T.S	1350	70	1420	Iti Bose
4 SHILA BANERJEE	F.T.S	1350	70	1420	Shila Banerjee
5 JHARNA CHAKRABORTY	F.T.S	1350	70	1420	Jharna Chakraborty
6 GITA DUTTA	H.H.W	1200	50	1250	Gita Dutta
7 CHANDRABATI SIKDER	H.H.W	1200	50	1250	Chandrabati Sikerder
8 CHHAYA GHOSH	H.H.W	1200	50	1250	Chhaya Ghosh
9 MINATI BHATTACHARJEE	H.H.W	1200	50	1250	Minati Bhattacharjee
10 DOLI MITRA	H.H.W	1200	50	1250	Dolly Mitra
11 JAYANTI BHATTACHARJEE	H.H.W	1200	50	1250	Jayanti Bhattacharjee
12 DEBI ROY	H.H.W	1200	50	1250	-G.P. Roy
13 MONIKA PAUL	H.H.W	1200	50	1250	Monika Paul
14 HASHI KARAR	H.H.W	1200	50	1250	Hashi Karar,
15 MAYA BOSE	H.H.W	1200	50	1250	Maya Bose.
16 KALPANA GHOSH	H.H.W	1200	50	1250	K. Kalpana Ghosh
17 DIPALI GHOSH	H.H.W	1200	50	1250	Dipali Ghosh
18 RENU BALA ACHERJEE	H.H.W	1200	50	1250	Renubala Acherjee
19 ANIMA ROY	H.H.W	1200	50	1250	Anima Roy
20 SHYAMALI ROY	H.H.W	1200	50	1250	Shyamali Roy
21 KALITARA PAUL	H.H.W	1200	50	1250	Kalitara Paul.
22 NIVEDITA DAS	H.H.W	1200	50	1250	Nivedita Das.



23	PUSPA DAS	H.H.W	1200	50	1250	Puspa Das.
24	GOPA BISWAS	H.H.W	1200	50	1250	Gopa Biswas.
25	PURNIMA RAKSHIT	H.H.W	1200	50	1250	Purnima Rakshit
26	DIPALI BISWAS	H.H.W	1200	50	1250	Dipali Biswas
27	SHILA DEY	H.H.W	1200	50	1250	Shila Dey
28	GOURI MITRA	H.H.W	1200	50	1250	Gouri Mitra
29	RIKTA DAS	H.H.W	1200	50	1250	Rikta Das
30	ASHIMA DAS	H.H.W	1200	50	1250	Ashima Das.
31	BANI DAS	H.H.W	1200	50	1250	Bani Das
32	SHYAMALI CHOWDHURY	H.H.W	1200	50	1250	Shyamali Chowdhury.
33	MANJU RANI DAS	H.H.W	1200	50	1250	Manju Rani Das
34	MINATI DASCRIPTA	H.H.W	1200	50	1250	Minati Das Gupta
35	LILABATI SHOME	H.H.W	1200	50	1250	Lila Shome
36	SABITA DEY	H.H.W	1200	50	1250	Sabita Dey
37	KALPANA SENGUPTA	H.H.W	1200	50	1250	Kalpana Sengupta.
38						
39						
	TOTAL:		45150	1950	47100	

*D. Kumar*

*2/1/18*

APPROVED  
 Chairman  
 Panchayat Municipality







PANIHATI MUNICIPAL OFFICE

OF H.H.S. AND H. H. S' ATTACHED TO HEALTH ADMINISTRATIVE      *02/01-1*

OF PANIHATI MUNICIPALITY FOR THE MONTH OF *May. 08*

OF PANIHATI MUNICIPALITY FOR THE MONTH OF *May. 08*

SL	NAME	DESIG.	HON	TOTAL	SIGNATURE
1	AJOY KUMAR BANERJEE	clerk/sk	1350	1350	<i>[Signature]</i>
2	PRABIR KUMAR CHATTERJEE	attend.	1150	1150	<i>P. N. Chatterjee</i>
3	SHANKAR DAS	attend.	1150	1150	<i>S. DHS</i>
4	RITA BHOWMICK	sweeper	950	950	<i>Rita Bhowmick</i>
	TOTAL		4600	4600	

*[Handwritten signature]*

*[Handwritten signature]*

APPROVED  
Chairman  
Panihati Municipality

PANIHATI MUNICIPAL OFFICE

HONORARIUM BILL OF H.H.S. AND H. H. S' ATTACHED TO HEALTH ADMINISTRATIVE

UNIT NO. 11 OF PANIHATI MUNICIPALITY FOR THE MONTH OF May-08

SL	NAME	DISIG	HON.	TOTAL	SIGNATURE
1	PARIMAL DAS	sk/Clerk	1350	1350	<i>Parimal Das</i>
2	GOBIDA SARDER	ATTND	1150	1150	<i>Gobinda Sardar</i>
3	SWAPAN SARDER	ATTND	1150	1150	<i>Swapan Sardar</i>
4	URMILA CHOWHAN	sweeper	950	950	<i>Urmila Chowhan</i>
TOTAL:			4600	4600	

PANIHATI MUNICIPAL OFFICE

HONORARIUM BILL OF H.H.S. AND H. H. S' ATTACHED TO HEALTH ADMINISTRATIVE

UNIT NO. 11 OF PANIHATI MUNICIPALITY FOR THE MONTH OF May-08

SL	NAME	DISIG	HON.	TOTAL	SIGNATURE
1	DILIP DAS	clerk/sk	1350	1350	<i>Dilip Das</i>
2	SENTU DUTTA	ATTEND	1150	1150	<i>Sentu Dutta</i>
3	SIMA SIKDER	ATTEND	1150	1150	<i>Sima Sikder</i>
4	LALMOTI BASFORE	sweeper	950	950	<i>Lalmoti Basfore</i>
TOTAL:			4600	4600	

PANIHATI MUNICIPAL OFFICE

HONORARIUM BILL OF H.H.S. AND H. H. S' ATTACHED TO HEALTH ADMINISTRATIVE

UNIT NO. 11 OF PANIHATI MUNICIPALITY FOR THE MONTH OF May-08

SL	NAME	DISIG	HON.	TOTAL	SIGNATURE
1	SHILA GOPINI (DEY)	SK/clerk	1350	1350	<i>Shila Gopin Deb</i>
2	NILIMA DUTTA	ATTEND	1150	1150	<i>Nilima Dutta</i>
3	ANITA CHAKRABORTY	ATTEND	1150	1150	<i>Anita Chakraborty</i>
4	BHARATI BOSE	sweeper	950	950	<i>Bharati Bose</i>
TOTAL:			4600	4600	

*Sumit*

*[Signature]*





PANIHATI MUNICIPAL OFFICE

HONORARIUM BILL OF P.T.M.O. AND ASTT. H.O. HEALTH ADMINISTRATIVE UNIT  
 UNDER IPP-VIII HEALTH PROG. ATTACHED TO PANIHATI MUNICIPALITY

FOR THE MONTH OF May 2008

SL	NAME	HON	P.TAX	TOTAL	SIGNATURE
1	DR.PRANAB MAJUMDAR	5250	40	5210	<i>[Signature]</i>
2	DR. ANIRBAN ROY	2100	25	2075	<i>[Signature]</i>
3	DR. KAMAL RANJAN SAHA	2100	25	2075	<i>[Signature]</i>
4	DR. SAMIT KARMAKAR	2100	25	2075	<i>[Signature]</i>
5	DR.SATYENDRA CH. PANDIT	2100	25	2075	<i>[Signature]</i>
6	DR. N.B. NEOGI	2100	25	2075	<i>[Signature]</i>
7	DR. AMIYA KUMAR SENGUPTA	2100	25	2075	<i>[Signature]</i>
8	DR.BIPLAB RUDRA	2100	25	2075	<i>[Signature]</i>
9	DR. CHANDAN SENGUPTA	2100	25	2075	<i>[Signature]</i>
	TOTAL:	22050	240	21810	

*[Handwritten Signature]*

*[Handwritten Signature]*

APPROVED  
 Chairman  
 Panhati Municipality



to the following P.T.M.O. Asst. D/o, H/o  
 as per conveyance allowances under JPM health  
 Dept. for the month of May 2008

Name	Post	Amount	Signature
Dr. Samir K. Sengupta	H/O	1000/-	26/5/08
Dr. Pramod Majumdar	Asst. H/O	1000/-	[Signature]
Dr. Anaban Roy	P.T.M.O.	250/-	[Signature]
Dr. Kamal Rayan Saha	DO	250/-	[Signature]
Dr. Samir Karmakar	DO	250/-	[Signature]
Dr. Satyendra Ch. Pandit	DO	250/-	[Signature]
Dr. N. B. Neogi	DO	250/-	[Signature]
Dr. Amiga K. Sengupta	DO	250/-	[Signature]
Dr. Biplob Kundu	DO	250/-	[Signature]
Dr. Chandan Sengupta	DO	250/-	[Signature]
Sr. Ajay Banerjee	Clk	900/-	
Sr. Dipan Mukherjee	DO	750/-	[Signature]
<b>Total</b>	-	<b>5650/-</b>	

For sum shown specified above as submitted to  
 office for your valuable order please

26/5/08

26/5/08

APPROVED  
 Chairman  
 Panitahi Municipality





PANIHATI MUNICIPAL OFFICE

HONORARIUM BILL OF 2ND TIER SUPERVISORS ATTACHED TO HEALTH ADMINISTRATIVE

UNIT NO. .... OF PANIHATI MUNICIPALITY FOR THE MONTH OF May, 2008

SL	NAME	HON.	FADV	P.TAX	TOTAL	
1	NRIPENDRA KR BHATTACHARJEE	1550	100	18	1432	<i>Nripendra Kr. Bhattacharjee 5/4/08</i>
2	MANISH CHAKRABORTY	1550	100	18	1432	<i>Manish Chakraborty 7/6/08</i>
3	SUBODH CH. DUTTA	1550	100	18	1432	<i>Subodh Chakraborty 7/6/08</i>
4	GANESH CH. SARKAR	1550		18	1532	<i>Ganesh Ch. Sarkar 7/6/08</i>
5	SUKLA ROY CHOWDHURY	1550		18	1532	<i>Sukla Roy Chowdhury 7/6/08</i>
6	MINATI DEY	1550		18	1532	<i>Minati Roy 7/6/08</i>
7	MANJU SINHA	1550		18	1532	<i>Manju Sinha 7/6/08</i>
8	ASHA DUTTA	1550		18	1532	<i>Asha Dutta 7/6/08</i>
	TOTAL:	12400	300	144	11956	

PANIHATI MUNICIPAL OFFICE

HONORARIUM BILL OF STAFF NURSE ATTACHED TO HEALTH ADMINISTRATIVE

UNIT NO. .... OF PANIHATI MUNICIPALITY FOR THE MONTH OF May, 2008

MUNICIPALITY UNDER IPP-VIII HEALTH PROG. FOR THE MONTH

OF ..... 2000

SL	NAME	HON.	P.TAX	TOTAL	SIGNATURE
1	SMT. RENU BAKSHI	4250	30	4220	<i>Renu Bakshi 7/6/08</i>

APPROVED  
Chairman  
Panhati Municipality

*20/10/2008*

*[Signature]*



10 The and their Superiors under Isp in  
 team for 60 cycle allowan for the month  
 of May 2008.

Name	Amount	Signature
Sri Nripendra K. Bhattacharya	10000	Nripendra K. Bhattacharya
Sri Manish Ch. Chakraborty	10000	Manish Chakraborty
Sri Subodh Ch. Dutta	10000	Subodh Chandan Dutta
Sri Ganesh Ch. Sen	10000	Ganesh Ch. Sen
Smt Sukt Roy Chowdhury	10000	Sukt Roy Chowdhury
Smt Minati Dey	10000	Minati Dey
Smt Asha Dutta	10000	Asha Dutta
Smt Manjira Sinha	10000	Manjira Sinha
Total	800000	

With kind regards - Submitted to you for your  
 valuable order. Please

D. M. S.  
 02/06/08

26/08

APPROVED  
 Chairman  
 Panhati Municipality





PANIHATI MUNICIPAL OFFICE

LI OF ESOPD STAFF ATTACHED TO HEALTH ADMINISTRATIVE

---OF PANIHATI MUNICIPALITY FOR THE MONTH OF May-28



ENGAGED E.S.O.P.D. UNDER IPP-VIII HEALTH PROG.

SL	NAME	V.NOS	PAY	P.TAX	TOTAL	SIGNATURE
1	DR. MADHU LAHIRI	8	1600 <sup>00</sup>	18 <sup>00</sup>	1582 <sup>00</sup>	<i>M.L.</i>
2	DR. DIBYENDU NARAYAN ROY	—	—	—	—	
3	DR. CHIRA BIKASH SARKAR	8	1600 <sup>00</sup>	18 <sup>00</sup>	1582 <sup>00</sup>	<i>Chira</i> 17/6
4	DR. BINOY BH.ROY NANDY	7	1400 <sup>00</sup>	—	1400 <sup>00</sup>	<i>Bino</i>
5	DR. AJIT KR.ROY CHOWDHURY	8	1600 <sup>00</sup>	18 <sup>00</sup>	1582 <sup>00</sup>	<i>Ajit</i> 10/10/16
6	DR. ASHOKE CHAKRABORTY	8	1600 <sup>00</sup>	18 <sup>00</sup>	1582 <sup>00</sup>	<i>Ashoke</i> 12/10/16
7	DR. TAMAL CHAKRABORTY	8	1600 <sup>00</sup>	18 <sup>00</sup>	1582 <sup>00</sup>	<i>Tamal</i>
8	DR. TAPOGOPAL CHAKRABORTY	8	1600 <sup>00</sup>	18 <sup>00</sup>	1582 <sup>00</sup>	<i>Tapogopal</i> 19.06.16
9	DR. ROMA BHOWMICK	10	2100 <sup>00</sup>	25 <sup>00</sup>	2075 <sup>00</sup>	<i>Roma</i> 12/6/16
10	SMT. CHHAYA BANERJEE	15	1700 <sup>00</sup>	18 <sup>00</sup>	1682 <sup>00</sup>	<i>Chhaya</i> Banerjee
11	SRIATAL GHARAI	26	1700 <sup>00</sup>	18 <sup>00</sup>	1682 <sup>00</sup>	<i>Sriatal</i>
12	KARUNA CHAKRABORTY	26	1150 <sup>00</sup>	—	1150 <sup>00</sup>	<i>Karuna</i> Chakraborty
13	JAYPAL BASFORE	26	950 <sup>00</sup>	—	950 <sup>00</sup>	<i>Jaypal</i> Basfores
14	SHIBANI DAS	26	950 <sup>00</sup>	—	950 <sup>00</sup>	<i>Shibani</i> Das
	TOTAL:		19550 <sup>00</sup>	169 <sup>00</sup>	19381 <sup>00</sup>	

*M. N. S.*  
*Chairman*  
Panihati Municipality

*B. N. S.*  
*Revenue Officer*  
Panahi Municipality

*Shibani Das*