

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.11.2004

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.01.2005
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs. 6.00 Crores (Approx.)

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.04
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process in progress	
5.	Sensitisation to ULBs on project proposal and guidelines	11 ULBs already been sensitised and guidelines explained.	
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs have been sensitised. 7 ULBs (Suri, Kalna, Berhampur, Purulia, Cooch Behar, Krishnagar & Jangipur) submitted final project proposal.	3 ULBs (Medinipur, Bankura & Bolpur) submitted draft project proposal to CCC which are under scrutiny. Bishnupur is yet to submit project proposal.
8.3	Approval of Project Proposal by CCC & DHFW	7 Project proposals received from Suri, Kalna, Berhampur, Purulia, Cooch Behar, Krishnagar & Jangipur have been recommended by CCC and submitted to DHFW.	

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	Continuing	
10.1	Sensitisation of Concerned Officers	Done & continuing	
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Completed in 10 ULBs.	Under process in Bishnupur
(b)	Selection of FTSS	Not yet due.	
(c)	Selection of Manpower for HP	Not yet due.	
(d)	Functioning of HHWs at Block Level	Not yet due.	
(e)	Identification of SHP	Identified by 10 ULBs.	
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by 10 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI/HHW/2 dt. 20.05.2004.
11.4	Referral system established		
(a)	Identification of referral centre		
(b)	Contracts / Agreement made		
(c)	Referral system functioning		
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established		
(b)	Involvement of NGO		
(c)	Standard I.E.C. materials developed and implemented (distributed)		
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	

Contd. to P-5

Sl. No.	Activities	Achievement	Remarks
13 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 24.03.2004.	Rs. 22,38,650/- have been released to ULBs and CCC incurred expenditure of Rs. 6,18,512/- as on 01.11.2004. SOE submitted to DHFW Rs. 14,33,898/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	10 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur, Coochbehar, Midnapore, Bolpur & Bankura) received fund from CCC.	
14.	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	38
2.	Workshop with DFID	1	
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	2
6.	Training of HHWs initiated / completed	11	Initiated - 10 Completed - 3
7.	Training of FTS	11	
8.	Training of Manpower for HP	11	

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	10	No AHO at Bishnupur.
CDO	11	6	Berhampur, Kalna, Suri, Krishnagar, Cooch Behar & Bankura.
PHN	11	5	Berhampur, Kalna, Krishnagar, Bolpur & Bankura.
Data Entry Operator	11	6	
Accounts Assistant	11	7	Berhampur, Kalna, Suri, Krishnagar, Coochbehar, Bankura & Bolpur.
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP (Not yet due)

Manpower	Target No.	Achievement	Remarks
Part time MO			
ANM			
Clerk cum Store Keeper			
Attendant			
Sweeper			

Contd. to P-7

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS			

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW			

E. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval received from DHFW. Process in progress in 8 ULBs (Suri, Kalna, Berhampur, Krishnagar, Cooch Behar, Jangipur, Medinipur & Purulia)
Equipment for management cell at ULB	11		Do
Equipment for training	11	6	Process in progress in 4 ULBs
Furniture for training	11	6	Do
Family schedule, HMIS format, instruction manual and training module	11		HMIS Format has been supplied to ULBs Work Order issued for supply of Family Schedule and Nirdeshika.
HHWs kit	11	10	Has already been supplied to the ULBs.
Drugs for treatment of minor ailments	11		Approval has been received from DHFW. Letter issued to 6 ULBs (Berhampur, Krishnagar, Cooch Behar, Jangipur, Suri & Kalna) to effect procurement.
Equipment for SHP	11		Do
Furniture for HP	11		Do
Furniture for SHP	11		Do

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

SUDA

As per instruction over telephone
on date,

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

SUDA-Health/DFID/04/382

Ref No.

Date 03.01.2005

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

o/c

To ~~U.C.~~ Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan,
Salt Lake.

Sub : U.C. in connection with DFID assisted Honorary Health
Worker Scheme for 3rd Qtr. of FY 2004-2005.


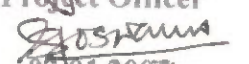
Sir,

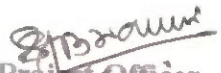
The above mentioned UC is enclosed for your kind perusal and further necessary action please.

SUDA-Health/DFID/04/382(1)

CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health &
Family Welfare Dept.


Project Officer

03.01.2005


Project Officer

**STATE URBAN DEVELOPMENT AGENCY
FORM OF UTILISATION CERTIFICATE
OF THE 3RD QUARTER OF FY 2004 - 2005
FOR THE UNSPENT FUND OF FY 2003 - 2004
CARRIED FORWARD IN THE FY 2004 - 2005
FOR IMPLEMENTATION OF
DFID ASSISTED HONORARY HEALTH WORKER SCHEME
IN 11 MUNICIPALITIES**

Sl. No.	Date	Cheque No.	Amount (In. Rs.)
		NIL	

The unspent balance amount of Rs. 77,78,407/- at the end of 2nd quarter of FY 2004 - 2005 has been carried forward to the account of 3rd quarter of FY 2004 - 2005 to meet the expenditure for the ongoing programme, a sum of Rs. 19,56,424/- has been utilised for the purpose it was sanctioned and the balance amount of Rs. 58,21,983/- remaining unutilised at the end of the 3rd quarter has been carried forward to the 4th quarter of the FY 2004 - 2005 to meet the expenditure for the ongoing programme and utilisation of such unspent balance will be submitted along with the Utilisation Certificate for the subsequent quarter of the year 2004 - 2005.

2. Certified that I have satisfied myself that the conditions on which the grant-in-aid was sanctioned has been duly fulfilled / are being fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised.

1. Books of Accounts.
2. Original Bill, Receipts & Vouchers.
3. Bank Statement.
4. Physical Progress.

Signature with date

S. Goswami
3.1.05

Designation

**Dr. S. GOSWAMI
Project Officer.
Health Wing
S. U. D. A.**

Official Seal

DFID assisted Honorary Health Worker Scheme

Name of the Project Directors and Telephone Nos.

Districts	Towns	Name of Project Directors	Telephone No.
Kochbehar	Kochbehar	Sri Onkar Singh Meena, IAS, ADM (D)	03582 227102
Murshidabad	Jangipur	Sri Bimal Kanti Das, SDO	95 3483 266234
	Berhampore	MS. C. Lama, ADM (G)	03482 250147
Birbhum	Suri	Sri Pinaki Ghosh, ADM (D)	95 3462 255422
	Bolpur	Sri Samir Bhattacharjee, SDO	95 3463 252671
Purulia	Purulia	Sri Abu Akhtar Siddique, ADM (G)	03252 223120
Bankura	Bankura	Sri Debasish Maity, ADM (D)	95 3242 250757
	Bishnupur	Sri Koushik Halder , SDO Sindorami Saha	95 3244 252055
Bardhaman	Kalna	Sri Srikumar Chakraborty, SDO	95 3454 255024 (R) 95 3454 255028 (O) 94340 29169 (M)
Nadia	Krishnagar	Sri Bipad Bhanjan Biswas, ADM (G)	95 3472 252293
West Medinipur	Medinipur	Sri B B Pramanik ADM & D.L. & LRO, Paschim Medinipur	95 3222 263796 95 3222 275630 (M) 94340 63796

Prepared for meeting with DFID at
New Delhi on 18.10.04.



Background Paper on
DFID assisted Honorary Health Workers' Scheme being
implemented in 11 Municipalities of West Bengal
November 1, 2004

A. General Information:

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.01.2005 (Original) Extended up to 30.06.2005
f) Project Municipalities	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget sanctioned	Rs 5.90 Crore

B. Process Indicators:

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by Municipal Affairs (MA) Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary, DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session chaired by MOS, MA Dept. with the concerned Chairman, Councilor In Charge-Health, Health Officer / Asstt. Health Officers of ULBs and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.04
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC / HSDI / HHW / 44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process in progress	Expected to be completed by November 30, 2004.
5.	Sensitisation to ULBs on project proposal writing and guidelines	11 ULBs have already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Urban Health of MA Dept. headed by Minister in Charge.	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary, and Director, SPSRC as a member of the Apex Advisory Committee of MA Dept.	Already co-opted.	
8.	<i>Preparation of micro-projects by ULBs</i>		
8.1	Format prepared by DHFW & Central Coordination Cell (CCC) of SUDA for writing project proposals by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	7 ULBs (Suri, Kalna, Berhampur, Purulia, Cooch Behar, Krishnagar & Jangipur) submitted final project proposal.	3 ULBs (Medinipur, Bankura & Bolpur) submitted draft project proposal to CCC in October 2004, which are under scrutiny for approval. Bishnupur is yet to submit project proposal.

Sl. No.	Activities	Achievement	Remarks
8.3	Approval of Project Proposal by CCC & DHFW	7 Project proposals received from Suri, Kalna, Berhampur, Purulia, Cooch Behar, Krishnagar & Jangipur have been recommended by CCC and submitted to DHFW.	The proposals are under examination by Dept. of Health & Family Welfare for approval.
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2.58 lac beneficiaries identified.
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	Assistant Chief Medical Officer of Health and Superintendent of the Hospital made Member of Municipal Level Health and Family Welfare Committee & Municipal Management Cell.	Integration with different Programme Officers both at State Level and District Level to be completed by November 30, 2004.
11.	Sensitisation of Officers concerned	Continuing	
12.	<i>Programme Management System established</i>		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
13.	<i>Health Facilities for Primary Health Care service delivery established</i>		
(a)	Selection of HHWs	Completed in 10 ULBs. 246 HHW selected.	Under process in Bishnupur
(b)	Selection of First Tier Supervisors	Not yet due.	
(c)	Selection of Manpower for Health Post	Process of recruitment has started	Expected to be completed by December 31, 2004
(d)	Functioning of HHWs at Block Level	Started in October 2004 in Suri, Berhampore and Kalna	

Started in Nov 04
in Crookbehra,
Jangipur, Berhampur,
Krishnagar

Sl. No.	Activities	Achievement	Remarks
(e)	Identification of Sub-Health Post	Identified by 10 ULBs.	Pending in Bishnupur
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of Health Post	Identified by 10 ULBs.	Pending in Bishnupur
(h)	Functioning of HP	Not yet due.	
14.	Surveillance system of State Health Programme established	Not yet due.	
15.	Management Information Evaluation System (MIES) established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
16.	<i>Referral system established</i>		
(a)	Identification of referral centre	Not yet due.	
(b)	Contracts / Agreement made	Not yet due.	
(c)	Referral system functioning	Not yet due.	
17.	<i>Communication (I.E.C.) system established</i>		
(a)	Interpersonal Communication established	Started in three Municipalities.	
(b)	Involvement of NGO	NGOs identified.	
(c)	Standard I.E.C. materials implemented / distributed	Work yet to start. Standard Literature and Methodology of DoHFW shall be used.	
18.	<i>Financial Management System established</i>		
(a)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(b)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	38
2.	Review with DFID	1	1
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	Not yet due
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	2
6.	Training of HHWs initiated / completed	11	Initiated - 10 Completed - 3
7.	Training of FTS	11	Not yet due
8.	Training of Manpower for HP	11	Not yet due

D. Manpower:

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	10	No AHO at Bishnupur.
Community Development Officer	11	6	Berhampur, Kalna, Suri, Krishnagar, Cooch Behar & Bankura.
Public Health Nurse	11	5	Berhampur, Kalna, Krishnagar, Bolpur & Bankura.
Data Entry Operator	11	6	
Accounts Assistant	11	7	Berhampur, Kalna, Suri, Krishnagar, Coochbehar, Bankura & Bolpur.
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP (Not yet due)

Manpower	Target No.	Achievement	Remarks
Part time MO	27		
ANM	27		
Clerk cum Store Keeper	11		
Attendant	11		
Sweeper	11		

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS	55		

(v) At Block

Manpower	Target No.	Achievement	Remarks
HHW	260	246	Under process in Bishnupur

E. Procurement:

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval received from DHFW. Process in progress in 8 ULBs (Suri, Kalna, Berhampur, Krishnagar, Cooch Behar, Jangipur, Medinipur & Purulia)
Equipment for management cell at ULB	11		Do
Equipment for training	11	6	Process in progress in 4 ULBs
Furniture for training	11	6	Do

Family schedule, HMIS format, instruction manual and training module	11		HMIS Format has been supplied to ULBs Work Order issued for supply of Family Schedule and Nirdeshika.
HHWs kit	11	10	Has already been supplied to the ULBs.
Drugs for treatment of minor ailments	11		Approval has been received from DHFW. Letter issued to 6 ULBs (Berhampur, Krishnagar, Cooch Behar, Jangipur, Suri & Kalna) to effect procurement.
Equipment for SHP	11		Do
Furniture for HP	11		Do
Furniture for SHP	11		Do

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

G. Receipt and Disbursement of Funds:

1.	Funds received by DoHW, GoWB from Government of India	Rs 2 crore received on January 15, 2004.
2.	Funds disbursed by DoHW, GoWB to CCC (SUDA)	Rs 87.82 lac on March 24, 2004.
3.	Funds released by CCC (SUDA) to Municipalities	Rs 22.39 lac
4.	Expenditure incurred	Rs 14.34 lac
5.	Utilisation Certificate submitted to GoI	Rs 10.03 lac

H. Statement of Expenditure:

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
Non-Recurring		
1.	Sensitization / Orientation sessions	47584.00
2.	Training of Trainers	53572.00

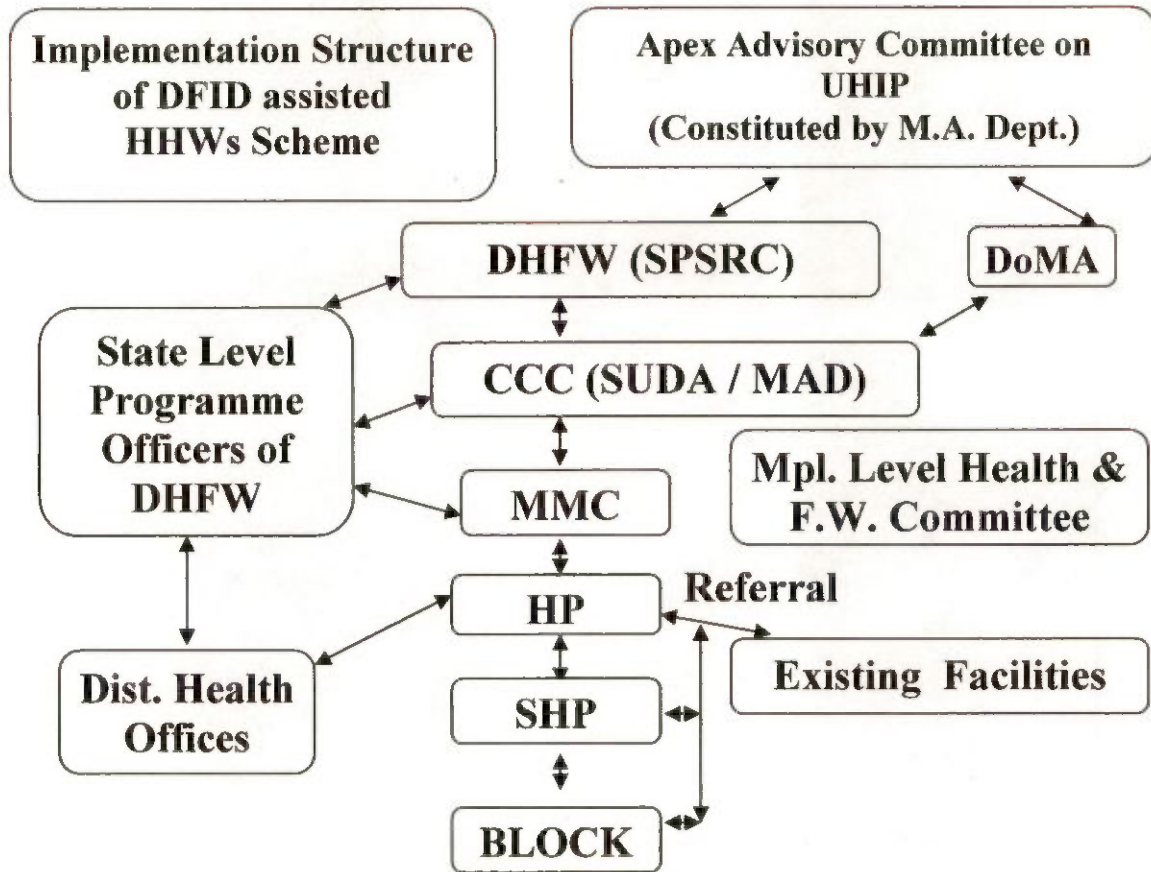
Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
3.	Training of HHWs	1,91,735.00
4.	Participatory Need Assessment	7167.00
	Procurement	
6.	Furniture	121814.00
7.	Equipment	99129.00
8.	I.E.C. and Training Materials	
9.	Drugs	
	Recurring	
10.	Salaries for Municipal Management Cell (MMC)	300600.00
11.	Salaries for Management Cell at SUDA	240735.00
12.	Honorarium for grass root level functionaries	
13.	a) Rent	
	b) Rehabilitation	
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TA/DA etc.)	369,469.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	2,093.00
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshops (Not applicable for ULB)	
	TOTAL	14,33,898.00

B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from DHFW	SOE sent upto September, 2004	SOE for the month of October, 2004	Total SOE	Balance
87,82,000.00	10,03,593.00	4,30,305.00	14,33,898.00	73,48,102.00

I. Implementation Structure:



SUDA

STATE URBAN DEVELOPMENT AGENCY

**HEALTH WING
"ILGUS BHAVAN"**

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

No. ~~87~~ SUDA-Health/DFID/04/282

Date: 01.11.2004

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

OK

To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI

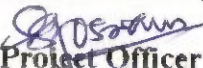
Sub. : Status Report as on 01.11.2004

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.11.2004 is enclosed for favour of your kind perusal

Enclo. : As stated.

Yours faithfully,


Project Officer

No..SUDA-Health/DFID/04/282 (1)

Date..01.11.2004

CC

Dr. A. K. Ghosh, Chief Technical officer, SPSRC, DHFW


Project Officer

Status Report

DFID assisted HHWs Scheme to 11 Municipalities

As on 01.11.2004

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II ✓
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS ✓
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628 ✓
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.01.2005
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs. 6.00 Crores (Approx.)

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication ^{about} approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04. ✓
2.	Forwarding Guidelines in Bengali by MA Dept. ^{suggestion} towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	^{Completed} Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process in progress	
5.	Sensitisation to ULBs on project proposal and guidelines	11 ULBs already been sensitised and guidelines explained.	
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary & Programme Director, SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs have been sensitised. 7 ULBs (Suri, Kalna, Berhampur, Purulia, Cooch Behar, Krishnagar & Jangipur) submitted final project proposal.	3 ULBs (Medinipur, Bankura & Bolpur) submitted draft project proposal to CCC which are under scrutiny. Bishnupur is yet to submit project proposal.
8.3	Approval of Project Proposal by CCC & DHFW	7 Project proposals received from Suri, Kalna, Berhampur, Purulia, Cooch Behar, Krishnagar & Jangipur have been recommended by CCC and submitted to DHFW.	Proposals for Bolpur with cc submitted DHFW by 1st week of Dec. except Bolpur

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2158 ULC beneficiaries identified
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	Continuing to add.	
10.1	Sensitisation of Concerned Officers <i>concerned</i>	Done & continuing	
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Completed in 10 ULBs. 246 HHW selected	Under process in Bishnupur
(b)	Selection of FTSS	Not yet due.	
(c)	Selection of Manpower for HP	Not yet due: <i>Pro cessy recruitment has started.</i>	
(d)	Functioning of HHWs at Block Level	Not yet due. <i>to add.</i>	
(e)	Identification of SHP	Identified by 10 ULBs.	<i>Pending in Bishnupur.</i>
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by 10 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
11.4	Referral system established		
(a)	Identification of referral centre	Not yet done	
(b)	Contracts / Agreement made	Not yet done	
(c)	Referral system functioning	u	
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established	Started in 7 ULBs	
(b)	Involvement of NGO	NGOs identified	
(c)	Standard I.E.C. materials developed and implemented (distributed)	Work yet to start standard literature & methodology of DHFW. Start to be made	
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	

Contd. to P-5

Sl. No.	Activities	Achievement	Remarks
13 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 24.03.2004.	Rs. 22,38,650/- have been released to ULBs and CCC incurred expenditure of Rs. 6,18,512/- as on 01.11.2004. SOE submitted to DHFW Rs. 14,33,898/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	10 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur, Coochbehar, Midnapore, Bolpur & Bankura) received fund from CCC.	
14.	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions <i>Review</i>	47	38
2.	Workshop with DFID	1	1
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO)	11	C.B. of HO/AHO, CDO & PHN. Completed in Nov.
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	2
6.	Training of HHWs initiated / completed	11	Initiated - 10 Completed - 7
7.	Training of FTS	11	Not yet done
8.	Training of Manpower for HP	11	Not yet done

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	10	No AHO at Bishnupur.
CDO	11	9	Berhampur, Kalna, Suri, Krishnagar, Cooch Behar & Bankura. <i>to 2000 at Am.</i>
PHN	11	8	Berhampur, Kalna, Krishnagar, Bolpur & Bankura. <i>purulka.</i>
Data Entry Operator	11	7	
Accounts Assistant	11	8	Berhampur, Kalna, Suri, Krishnagar, Coochbehar, Bankura & Bolpur. <i>Sangim</i>
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP (Not yet due)

Manpower	Target No.	Achievement	Remarks
Part time MO	27		
ANM	27		
Clerk cum Store Keeper	11		
Attendant	11		
Sweeper	11		

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS	55		

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW	260	246	

E. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval received from DHFW. Process in progress in 8 ULBs (Suri, Kalna, Berhampur, Krishnagar, Cooch Behar, Jangipur, Medinipur & Purulia)
Equipment for management cell at ULB	11		Do
Equipment for training	11	67	Process in progress in 3 ULBs
Furniture for training	11	67	Do
Family schedule, HMIS format, instruction manual and training module	11		HMIS Format has been supplied to ULBs. Work Order issued for supply of Family Schedule and Nirdeshika.
HHWs kit	11	10	Has already been supplied to the ULBs.
Drugs for treatment of minor ailments	11		Approval has been received from DHFW. Letter issued to 6 ULBs (Berhampur, Krishnagar, Cooch Behar, Jangipur, Suri & Kalna) to effect procurement.
Equipment for SHP	11		Do
Furniture for HP	11		Do
Furniture for SHP	11		Do

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**

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

Date 01.11.2004

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

o/c

**To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan,
Salt Lake.****Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of October, 2004**

Sir,

The Statement of Expenditure for the month of October, 2004 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	9,488.00
2.	Training of Trainers	24,783.00
3.	Training of HHWs	1,57,500.00
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	31,325.00
7.	Equipment	51,330.00
8.	I.E.C. and Training Materials	
9.	Drugs	

Contd. to P-2.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Recurring	
10.	Salaries for Municipal Management Cell (MMC)	62,522.00
11.	Salaries for Management Cell at SUDA	38,319.00
12.	Honorarium for grass root level functionaries	
13.	a) Rent	
	b) Rehabilitation	
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TADA etc.)	54,045.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	993.00
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
	TOTAL	4,30,305.00

B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from DHFW	SOE sent upto September, 2004	SOE for the month of October, 2004	Total SOE	Balance
87,82,000.00	10,03,593.00	4,30,305.00	14,33,898.00	73,48,102.00

This is for favour of your kind information.

Yours faithfully,


Project Officer
01.11.2004

SUDA-Health/DFID/04/ (1)
CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept.


Project Officer

**GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HEALTH & FAMILY WELFARE
STRATEGIC PLANNING AND SECTOR REFORM CELL
SWASTHYA BHAWAN, 4TH FLOOR
GN-29, SECTOR-V, BIDHANNAGAR
KOLKATA- 700 091, INDIA**

No. HF/SPSRC/HSDI/HHW/108/2004/19

October 14, 2004

From: Rajeev Dube, IAS
Special Secretary &
Director, SPSRC.

To: Sri T. V. Raman
Director (AP)
Department of Family Welfare
Government of India
Room No. 520, A Wing,
Nirman Bhavan,
New Delhi – 110011.



25 OCT 2004

Sub: Quarterly Progress Report (July to September, 2004) on Honorary Health Workers Scheme funded by DFID.

Sir,

Please find enclosed a Quarterly Progress Report (July to September, 2004) on the above-mentioned scheme.

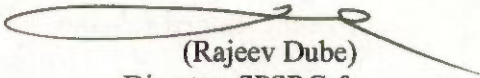
With regards,

Yours sincerely,

(Rajeev Dube)
Special Secretary &
Director, SPSRC

Copy along with the copy of enclosure forwarded to:

1. Sri S. S. Brar, Joint Secretary, Department of Family Welfare, Ministry of Health & Family Welfare, Government of India, Nirman Bhavan, New Delhi – 110011. Telefax: (011) 23017447.
2. Sri Vivek Mehrotra, IAS, Joint Secretary, Government of India, Ministry of Finance, Department of Economic Affairs, New Delhi.
3. Sri Sanjeev Arora, Director (ED), Government of India, Ministry of Finance & Company Affairs, Department of Economic Affairs, North Block, New Delhi.
4. Sri D. Mukhopadhyay, Secretary, Municipal Affairs Department, Writers' Buildings, Kolkata – 700071
5. Mr. M. K. Padma Kumar, Senior Deputy Programme Manager, DFID India, British High Commission, B 28, Tara Crescent, Qutab Institutional Area, New Delhi – 110016. Fax: (011) 26529296. Email: P-Kumar@dfid.gov.uk
6. Ms. Ellora Guhathakurta, Programme Officer, DFID India, British High Commission, B-28 Tara Crescent, Qutab Institutional Area, New Delhi – 110016, Fax: (011) 26529227. Email:
- ✓ 7. Dr. Shibani Goswami, Project Officer, Health, SUDA.
8. Ms. T. Ganguly, Consultant, SPSRC
9. Dr. A. K. Ghosh, Chief Technical Officer, SPSRC.
10. Sri N. K. Roy, Deputy Director, SPSRC.


(Rajeev Dube)
Director, SPSRC &
Special Secretary

Quarterly Status Report
DFID assisted HHWs Scheme to 11 Municipalities
For the period July to September, 2004

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II	Information already provided in the previous quarterly report
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS	
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628	
d) Date of launching	01.02.2004	
e) Project duration	01.02.2004 to 31.01.2005	
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.	
g) Project Budget	Rs. 6.00 Crores (Approx.)	

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004. Vide memo no. 1403-S/04.	Information already provided in the previous quarterly report
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004. Vide memo no. 1403-S/04.	
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA. Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004	Information already provided in the previous quarterly report.
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved. Vide SPSRC/HSDI/HHW/44 dt. 24.08.2004	
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process in progress	
5.	Sensitisation to ULBs on project proposal and guidelines	11 ULBs already been sensitised and guidelines explained.	
6.	Project Director designated for 11 ULBs.	All completed	Information already provided in the previous quarterly report.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Information already provided in the previous quarterly report.
8.2	Submission of Project Proposal by the ULBs	11 ULBs have been sensitised. 7 ULBs (Suri, Kalna, Berhampur, Purulia, Cooch Behar, Krishnagar & Jangipur) submitted final project proposal.	Remaining 4 ULBs (Medinipur, Bishnupur , Bankura & Bolpur) have been requested to expedite submission.
8.3	Approval of Project Proposal by CCC & DHFW	6 Project proposals received from Suri, Kalna, Berhampur, Purulia, Cooch Behar & Krishnagar have been recommended by CCC and submitted to DHFW.	The Project Proposal of Jangipur will be submitted to DHFW shortly.

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	Continuing	
10.1	Sensitisation of Concerned Officers	Done & continuing	
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Completed in 9 ULBs.	Under process in 2 ULBs i.e. Bankura & Bishnupur
(b)	Selection of FTSS	Not yet due.	
(c)	Selection of Manpower for HP	Not yet due.	
(d)	Functioning of HHWs at Block Level	Not yet due.	
(e)	Identification of SHP	Identified by 8 ULBs.	
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by 8 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Information already provided in the previous quarterly report.
11.4	Referral system established		
(a)	Identification of referral centre		
(b)	Contracts / Agreement made		
(c)	Referral system functioning		
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established		
(b)	Involvement of NGO		
(c)	Standard I.E.C. materials developed and implemented (distributed)		
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	Information already provided in the previous quarterly report.
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	

Sl. No.	Activities	Achievement	Remarks
13 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 24.03.2004.	Rs. 9,95,000/- have been released to ULBs and CCC incurred expenditure of Rs. 3,43,572/-. SOE submitted to DHFW for Rs. 8,05,628/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	5 MMC (Kalna, Suri, Krishnagar, Berhampur, and Medinipur) received fund from CCC for Rs. 9,95,000/-.	
14.	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training for the Qtr.	Achievement No. of training for the Qtr.
1.	Sensitisation / Orientation sessions	4	3
2.	Workshop with DFID	-	
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	-	
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	-	-
5.	Training of trainers	2	1
6.	Training of HHWs initiated / completed	11	7
7.	Training of FTS	-	
8.	Training of Manpower for HP	-	

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement for the Qtr	Remarks
Project Director (ADM)	11		Already achieved in 1 st Qtr.
Chairman of the ULB	11		
ACMOH - Sub div.	11		
Supdt. of nearest Govt. Hosp.	11		
Health Officer / AHO	11	-	Total = 6 Achieved in 1 st Qtr.
CDO	11	4	Total = 6 Berhampur , Kalna, Suri, Krishnagar, Cooch Behar & Bankura.
PHN	11	1	Total = 3 Berhampur , Kalna and Krishnagar .
Data Entry Operator	11	1	Total = 6
Accounts Assistant	11	4	Total = 6 Berhampur , Kalna, Suri , Krishnagar, Coochbehar & Bankura.
Clerk cum Store Keeper	11		Already achieved in 1 st Qtr.
Attendant	11		

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1		Achieved already in 1 st Qtr.
Project Officer	1		Do
Medical Specialist	2	-	-
CD Specialist	1	-	-
Accounts Officer	1		Achieved already in 1 st Qtr.
MIES Officer	1		Do
Data Entry Operator	1		Do
Clerk cum SK	1		Do
Attendant	1	-	-

(iii) At HP (Not yet due)

Contd. to P-7

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS			

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW			

E. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval has since been received from DHFW, further action is in progress.
Equipment for management cell at ULB	11		Do
Equipment for training	11		List is under preparation for submission to DHFW.
Furniture for training	11		Do
Family schedule, HMIS format, instruction manual and training module	11		Do
HHWs kit	11		Approval has since been received from DHFW, further action is in progress.
Drugs for treatment of minor ailments	11		Do
Equipment for SHP	11		Do
Equipment for HP	11		
Furniture for HP	11		Do
Furniture for SHP	11		Do

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HEALTH & FAMILY WELFARE
STRATEGIC PLANNING AND SECTOR REFORM CELL
SWASTHYA BHAWAN, 4TH FLOOR
GN-29, SECTOR-V, BIDHANNAGAR
KOLKATA- 700 091, INDIA

No. HF/SPSRC/HSDI/HHW/108/2004/118

October 14, 2004

From: Rajeev Dube, IAS
Special Secretary &
Director, SPSRC.

To: Sri T. V. Raman
Director (AP)
Department of Family Welfare
Government of India
Room No. 520, A Wing,
Nirman Bhavan,
New Delhi – 110011.



25 OCT 2004

Sub: Monthly Status Report on Honorary Health Workers Scheme funded by DFID.

Sir,

Please find enclosed a Monthly Status Report as on October 1, 2004 about progress of implementation of above-mentioned scheme.

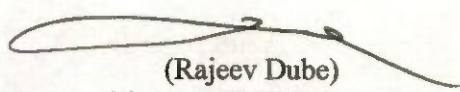
With regards,

Yours sincerely,

(Rajeev Dube)
Special Secretary &
Director, SPSRC

Copy along with the copy of enclosure forwarded to:

1. Sri S. S. Brar, Joint Secretary, Department of Family Welfare, Ministry of Health & Family Welfare, Government of India, Nirman Bhavan, New Delhi – 110011. Telefax: (011) 23017447.
2. Sri Vivek Mehrotra, IAS, Joint Secretary, Government of India, Ministry of Finance, Department of Economic Affairs, New Delhi.
3. Sri Sanjeev Arora, Director (ED), Government of India, Ministry of Finance & Company Affairs, Department of Economic Affairs, North Block, New Delhi.
4. Sri D. Mukhopadhyay, Secretary, Municipal Affairs Department, Writers' Buildings, Kolkata – 700071
5. Mr. M. K. Padma Kumar, Senior Deputy Programme Manager, DFID India, British High Commission, B 28, Tara Crescent, Qutab Institutional Area, New Delhi – 110016. Fax: (011) 26529296. Email: P-Kumar@dfid.gov.uk
6. Ms. Ellora Guhathakurta, Programme Officer, DFID India, British High Commission, B-28 Tara Crescent, Qutab Institutional Area, New Delhi – 110016, Fax: (011) 26529227. Email:
- ✓ 7. Dr. Shibani Goswami, Project Officer, Health, SUDA.
8. Ms. T. Ganguly, Consultant, SPSRC
9. Dr. A. K. Ghosh, Chief Technical Officer, SPSRC.
10. Sri N. K. Roy, Deputy Director, SPSRC.


(Rajeev Dube)
Director, SPSRC &
Special Secretary

Status Report for September, 2004
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.10.2004

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.01.2005
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs. 6.00 Crores (Approx.)

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process in progress	
5.	Sensitisation to ULBs on project proposal and guidelines	11 ULBs already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs have been sensitised. 7 ULBs (Suri, Kalna, Berhampur, Purulia, Cooch Behar, Krishnagar & Jangipur) submitted final project proposal.	Remaining 4 ULBs (Medinipur, Bishnupur , Bankura & Bolpur) have been requested to expedite submission.
8.3	Approval of Project Proposal by CCC & DHFW	6 Project proposals received from Suri, Kalna, Berhampur, Purulia, Cooch Behar & Krishnagar have been recommended by CCC and submitted to DHFW.	The Project Proposal of Jangipur will be submitted to DHFW shortly.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	Continuing	
10.1	Sensitisation of Concerned Officers	Done & continuing	
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Completed in 9 ULBs.	Under process in 2 ULBs i.e. Bankura & Bishnupur
(b)	Selection of FTSS	Not yet due.	
(c)	Selection of Manpower for HP	Not yet due.	
(d)	Functioning of HHWs at Block Level	Not yet due.	
(e)	Identification of SHP	Identified by 8 ULBs.	
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by 8 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
11.4	Referral system established		
(a)	Identification of referral centre		
(b)	Contracts / Agreement made		
(c)	Referral system functioning		
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established		
(b)	Involvement of NGO		
(c)	Standard I.E.C. materials developed and implemented (distributed)		
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	

Contd. to P-5

Sl. No.	Activities	Achievement	Remarks
13 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 24.03.2004.	Rs. 17,88,650/- have been released to ULBs and CCC incurred expenditure of Rs. 5,31,301/- as on 01.10.2004. SOE submitted to DHFW Rs. 10,03,593/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	8 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur and Coochbehar & Midnapore) received fund from CCC.	
14.	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	37
2.	Workshop with DFID	1	
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	1
6.	Training of HHWs initiated / completed	11	7
7.	Training of FTS	11	
8.	Training of Manpower for HP	11	

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	6	
CDO	11	6	Berhampur , Kalna, Suri, Krishnagar, Cooch Behar & Bankura.
PHN	11	3	Berhampur , Kalna and Krishnagar .
Data Entry Operator	11	6	
Accounts Assistant	11	6	Berhampur , Kalna, Suri , Krishnagar, Coochbehar & Bankura.
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP (Not yet due)

Manpower	Target No.	Achievement	Remarks
Part time MO			
ANM			
Clerk cum Store Keeper			
Attendant			
Sweeper			

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS			

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW			

E. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval received from DHFW. Process in progress in 6 ULBs (Suri, Kalna, Berhampur, Krishnagar, Cooch Behar & Jangipur)
Equipment for management cell at ULB	11		Do
Equipment for training	11	6	Process in progress in 2 ULBs
Furniture for training	11	6	Do
Family schedule, HMIS format, instruction manual and training module	11		Work order has been issued for HMIS. Notification of Award for Family Schedule and Nirdeshika issued to the firm, finalised by the CTC.
HHWs kit	11		Do
Drugs for treatment of minor ailments	11		Approval has been received from DHFW. Letter issued to 6 ULBs (Berhampur, Krishnagar, Cooch Behar, Jangipur, Suri & Kalna) to effect procurement.
Equipment for SHP	11		Do
Furniture for HP	11		Do
Furniture for SHP	11		Do

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

Submitted for inclusion in the agenda of AGM, SUDA to be held on 7.10.04.

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.10.2004

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.01.2005
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs. 6.00 Crores (Approx.)

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process in progress	
5.	Sensitisation to ULBs on project proposal and guidelines .	11 ULBs already been sensitised and guidelines explained.	
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs have been sensitised. 7 ULBs (Suri, Kalna, Berhampur, Purulia, Cooch Behar, Krishnagar & Jangipur) submitted final project proposal.	Remaining 4 ULBs (Medinipur, Bishnupur , Bankura & Bolpur) have been requested to expedite submission.
8.3	Approval of Project Proposal by CCC & DHFW	6 Project proposals received from Suri, Kalna, Berhampur, Purulia, Cooch Behar & Krishnagar have been recommended by CCC and submitted to DHFW.	The Project Proposal of Jangipur will be submitted to DHFW shortly.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	Continuing	
10.1	Sensitisation of Concerned Officers	Done & continuing	
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Completed in 9 ULBs.	Under process in 2 ULBs i.e. Bankura & Bishnupur
11.2	Surveillance system of State Health Programme established		
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI/HHW/2 dt. 20.05.2004.

C. Training :

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	37
2.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
3.	Training of trainers	2	1
4.	Training of HHWs initiated / completed	11	7

Contd. to P-4

D. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval received from DHFW. Process in progress in 6 ULBs (Suri, Kalna, Berhampur, Krishnagar, Cooch Behar & Jangipur)
Equipment for management cell at ULB	11		Do
Equipment for training	11	6	Process in progress in 2 ULBs
Furniture for training	11	6	Do
Family schedule, HMIS format, instruction manual and training module	11		Work order has been issued for HMIS. Notification of Award for Family Schedule and Nirdeshika issued to the firm, finalised by the CTC.
HHWs kit	11		Do
Drugs for treatment of minor ailments	11		Approval has been received from DHFW. Letter issued to 6 ULBs (Berhampur, Krishnagar, Cooch Behar, Jangipur, Suri & Kalna) to effect procurement.
Equipment for SHP	11		Do
Furniture for HP	11		Do
Furniture for SHP	11		Do

Financial Status
in connection with
DFID assisted Honorary Health Worker Scheme
01.02.2004 to 30.09.2004

A. Fund Received from DHFW vis-à-vis SOE & U.C. submitted to DHFW

<i>(In. Rs.)</i>					
Fund received from DHFW	* Fund released to ULBs as advance	* Expenditure incurred and SOE submitted by ULBs	Expenditure incurred by CCC	Total expenditure incurred by ULB & CCC	SOE submitted to DHFW
87,82,000.00	17,88,650.00	4,72,003.00	531590.00	10,03,593.00	10,03,593.00

B. * Fund Released to ULBs vis-a-vis U.C. submitted by ULBs

<i>(In. Rs.)</i>		
Name of ULBs	Fund Released	U.C. submitted
Suri Municipality	2,82,000.00	66,778.00
Berhampur Municipality	4,35,000.00	1,95,117.00
Kalna Municipality	3,30,000.00	1,36,951.00
Krishnagar Municipality	2,47,000.00	73,157.00
Cooch Behar Municipality	1,42,650.00	Not yet submitted
Jangipur Municipality	1,50,000.00	Do
Purulia Municipality	1,02,000.00	Do
Medinipur Municipality	1,00,000.00	Do
Total	17,88,650.00	4,72,003.00

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
 As on 01.10.2004

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.01.2005
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs. 6.00 Crores (Approx.)

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/ 813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process in progress	
5.	Sensitisation to ULBs on project proposal and guidelines	11 ULBs already been sensitised and guidelines explained.	
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/ 813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs have been sensitised. 7 ULBs (Suri, Kalna, Berhampur, Purulia, Cooch Behar, Krishnagar & Jangipur) submitted final project proposal.	Remaining 4 ULBs (Medinipur, Bishnupur, Bankura & Bolpur) have been requested to expedite submission.
8.3	Approval of Project Proposal by CCC & DHFW	6 Project proposals received from Suri, Kalna, Berhampur, Purulia, Cooch Behar & Krishnagar have been recommended by CCC and submitted to DHFW.	The Project Proposal of Jangipur will be submitted to DHFW shortly.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	Continuing	
10.1	Sensitisation of Concerned Officers	Done & continuing	
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Completed in ¹⁰ 9 ULBs.	Under process in ² 2 ULBs i.e. Bankura & Bishnupur
(b)	Selection of FTSS	Not yet due.	
(c)	Selection of Manpower for HP	Not yet due.	
(d)	Functioning of HHWs at Block Level	Not yet due.	
(e)	Identification of SHP	Identified by ¹⁰ 8 ULBs.	
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by ¹⁰ 8 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
11.4	Referral system established		
(a)	Identification of referral centre		
(b)	Contracts / Agreement made		
(c)	Referral system functioning		
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established		
(b)	Involvement of NGO		
(c)	Standard I.E.C. materials developed and implemented (distributed)		
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	

Contd. to P-5

Sl. No.	Activities	Achievement	Remarks
13 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 24.03.2004.	Rs. 17,88,650 have been released to ULBs and CCC incurred expenditure of Rs. 5,31,301/- as on 01.10.2004. SOE submitted to DHFW Rs. 10,03,593/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	108 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur and Coochbehar & Midnapore) received fund from CCC.	
14.	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	37 38
2.	Workshop with DFID	1	
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	1 2
6.	Training of HHWs initiated / completed	11	Initiated - 10 Completed - 2
7.	Training of FTS	11	
8.	Training of Manpower for HP	11	

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	6	
CDO	11	6	Berhampur , Kalna, Suri, Krishnagar, Cooch Behar & Bankura.
PHN	11	3	Berhampur , Kalna and Krishnagar .
Data Entry Operator	11	6	
Accounts Assistant	11	6	Berhampur , Kalna, Suri , Krishnagar, Coochbehar & Bankura.
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HIP (Not yet due)

Manpower	Target No.	Achievement	Remarks
Part time MO			
ANM			
Clerk cum Store Keeper			
Attendant			
Sweeper			

Contd. to P-7

(v) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS			

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW			

E. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval received from DHFW. Process in progress in 6 ULBs (Suri, Kalna, Berhampur, Krishnagar, Cooch Behar & Jangipur)
Equipment for management cell at ULB	11		Do
Equipment for training	11	6	Process in progress in 2 ULBs
Furniture for training	11	6	Do
Family schedule, HMIS format, instruction manual and training module	11		Work order has been issued for HMIS. <i>Work order issued to ULBs</i> Notification of Award for Family Schedule and Nirdeshika issued to the firm, finalised by the CTC.
HHW's kit	11	10	<i>has already been supplied to the ULBs</i>
Drugs for treatment of minor ailments	11		Approval has been received from DHFW. Letter issued to 6 ULBs (Berhampur, Krishnagar, Cooch Behar, Jangipur, Suri & Kalna) to effect procurement.
Equipment for SHP	11		Do
Furniture for HP	11		Do
Furniture for SHP	11		Do

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

**GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HEALTH & FAMILY WELFARE
STRATEGIC PLANNING AND SECTOR REFORM CELL
SWASTHYA BHAWAN, 4TH FLOOR
GN-29, SECTOR-V, BIDHANNAGAR
KOLKATA- 700 091, INDIA**

No. HF/SPSRC/HSDI/HHW/108/2004/107

October 1, 2004

From: Rajeev Dube, IAS
Special Secretary &
Director, SPSRC.



To: Sri T. V. Raman
Director (AP)
Department of Family Welfare
Government of India
Room No. 520, A Wing,
Nirman Bhavan,
New Delhi - 110011.

- 1 OCT 2004

Sub: Status Report on Honorary Health Workers Scheme funded by DFID and request for review.

Ref: Deliberations of the meeting held in New Delhi on June 4, 2004 and our letter no. SPSRC/HSDI/HHW/910 dated June 11, 2004.

Sir,

Please find enclosed a status report as on September 1, 2004 about progress of implementation of above-mentioned scheme.

In so far as review of the progress of the scheme is concerned, DFID are also keen to do so. In this background, perhaps it will be a good idea to have a joint review of the scheme.

This is to request you to kindly finalise the date of the review at your earliest convenience.

With regards,

Yours sincerely,

/

(Rajeev Dube)
Special Secretary &
Director, SPSRC

Copy along with the copy of enclosure forwarded to:

1. Sri S. S. Brar, Joint Secretary, Department of Family Welfare, Ministry of Health & Family Welfare, Government of India, Nirman Bhavan, New Delhi – 110011. Telefax: (011) 23017447.
2. Sri Vivek Mehrotra, IAS, Joint Secretary, Government of India, Ministry of Finance, Department of Economic Affairs, New Delhi.
3. Sri Sanjeev Arora, Director (ED), Government of India, Ministry of Finance & Company Affairs, Department of Economic Affairs, North Block, New Delhi.
4. Sri D. Mukhopadhyay, Secretary, Municipal Affairs Department, Writers' Buildings, Kolkata – 700001.
- ✓ 5. Dr. Shibani Goswami, Project Officer, Health, SUDA.
6. Dr. A. K. Ghosh, Chief Technical Officer, SPSRC.
7. Sri N. K. Roy, Deputy Director, SPSRC.



(Rajeev Dube)
Director, SPSRC &
Special Secretary

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.09.2004

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.01.2005
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs. 6.00 Crores (Approx.)

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process in progress	
5.	Sensitisation to ULBs on project proposal and guidelines	11 ULBs already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs have been sensitised. 3 ULBs (Suri, Kalna, & Berhampur) submitted final project proposal. Draft project proposal submitted by 4 ULBs (Purulia , Coochbehar, Midnapore & Krishnagar) to CCC , where some additional inputs have been recommended. Remaining 4 ULBs (Jangipur, Bishnupur , Bankura & Bolpur) have been requested to expedite submission.	
8.3	Approval of Project Proposal by CCC & DHFW	3 Project proposals received from Suri, Kalna & Berhampur have been recommended by CCC and submitted to DHFW.	

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with Dept. of Health & FW	Process in progress	
10.1	Sensitisation of Programme Officers at State Level		Preparation is under process
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Completed in 9 ULBs.	Under process in 2 ULBs i.e Bankura & Bishnupur
(b)	Selection of FTSS	Not yet due.	
(c)	Selection of Manpower for HP	Not yet due.	
(d)	Functioning of HHWs at Block Level	Not yet due.	
(e)	Identification of SHP	Identified by 8 ULBs.	
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by 8 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
11.4	Referral system established		
(a)	Identification of referral centre		
(b)	Contracts / Agreement made		
(c)	Referral system functioning		
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established		
(b)	Involvement of NGO		
(c)	Standard I.E.C. materials developed and implemented (distributed)		
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	

Sl. No.	Activities	Achievement	Remarks
13 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 24.03.2004.	Rs. 12,11,650/- have been released to ULBs and CCC incurred expenditure of Rs.4,59,536/- as on 01.09.2004. SOE submitted to DHFW
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	8 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur and Coochbehar & Midnapore) received fund from CCC.	Rs.6,75,720/-
14.	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	36
2.	Workshop with DFID	1	
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	1
6.	Training of HHWs initiated / completed	11	3
7.	Training of FTS	11	
8.	Training of Manpower for HP	11	

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	6	
CDO	11	4	Berhampur , Kalna, Suri and Krishnagar .
PHN	11	3	Berhampur , Kalna and Krishnagar .
Data Entry Operator	11	6	
Accounts Assistant	11	5	Berhampur , Kalna, Suri , Krishnagar & Coochbehar .
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP (Not yet due)

Manpower	Target No.	Achievement	Remarks
Part time MO			
ANM			
Clerk cum Store Keeper			
Attendant			
Sweeper			

Contd. to P-7

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS			

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW			

E. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval received from DHFW. Process in progress in 3 ULBs (Suri, Kalna & Berhampur)
Equipment for management cell at ULB	11		Do
Equipment for training	11		Process in progress in 8 ULBs
Furniture for training	11		Do
Family schedule, HMIS format, instruction manual and training module	11		NIT has been floated on 29.07.04 in 3 leading dailies by CCC Finalisation of the Firms will be done by CTC on 03.09.04
HHWs kit	11		Do
Drugs for treatment of minor ailments	11		Approval has been received from DHFW.
Equipment for SHP	11		Do
Equipment for HP	11		Approval received from DHFW. Process in progress in 3 ULBs (Suri, Kalna & Berhampur)
Furniture for HP	11		Do
Furniture for SHP	11		Do

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

SUDA

STATE URBAN DEVELOPMENT AGENCY

**HEALTH WING
"ILGUS BHAVAN"**

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

SUDA-Health/DFID/04/261
Ref No.

Date 01.10.2004

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

To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI,

Sub : Quarterly Status Reports as on upto June, 2004 (1st Qtr.) and July to
September, 2004 (2nd Qtr.) in connection with DFID assisted
Honorary Health Worker Scheme.

Sir,

Quarterly Status Reports as mentioned above with regard to DFID assisted Honorary Health
Worker Scheme are enclosed for favour of your kind perusal.

Encl. : As stated.

SUDA-Health/DFID/04/261(1)

CC

Dr. A.K. Ghosh, Chief Technical Officer, SPSRC, DHFW

Yours faithfully,


Project Officer

01.10.2004


Project Officer

o/c

Quarterly Status Report
DFID assisted HHWs Scheme to 11 Municipalities
For the period upto June, 2004

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.01.2005
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs. 6.00 Crores (Approx.)

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Some additional includes were forwarded to DHFW for inclusion in the guideline. Awaiting finalisation by DHFW.	Vide memo no. SUDA-Health/DFID/04 dt. 16.04.2004.
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process has already been started by CCC, SUDA.	
5.	Sensitisation to ULBs on project proposal and guidelines	11 ULBs already been sensitised and guidelines explained.	
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.(Vide Enclosure - I)
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs have been sensitised. Out of them 4 ULBs (Suri, Kalna, Medinipur & Purulia) submitted 1 st draft to CCC which are under examination. The rest will submit the same by July, 2004.	
8.3	Approval of Project Proposal by CCC & DHFW	Not applicable at present.	

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with the Dist. Offices & hospitals of Dept. of Health & FW	Process has already been started.	
10.1	Sensitisation of concerned Officers	Process has already been started.	
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	In position in case of 10 ULBs.	For the rest ULB (Bishnupur) MMC will likely to be formed by mid July, 2004.
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Process already started in 9 ULBs.	Rest 2 ULBs (Bishnupur and Bolpur) the process will start by last week of July, 2004.
(b)	Selection of FTSs	Not yet due.	
(c)	Selection of Manpower for HP	Not yet due.	
(d)	Functioning of HHWs at Block Level	Not yet due.	
(e)	Identification of SHP	Identified by 4 ULBs.	
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by 4 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI/HHW/2 dt. 20.05.2004.
11.4	Referral system established		
(a)	Identification of referral centre		
(b)	Contracts / Agreement made		
(c)	Referral system functioning		
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established		
(b)	Involvement of NGO		
(c)	Standard I.E.C. materials developed and implemented (distributed)		
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separate Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separate Bank A/C by CCC.	

Contd. to P-5

Sl. No.	Activities	Achievement	Remarks
13 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 24.03.2004.	Rs. 7,93,650/- have been released to ULBs and CCC incurred expenditure of Rs. 1,87,729/- (including Rs. 20,347/- for the period Feb. - Mar., 2004). SOE submitted to DHFW to Rs. 1,97,965/-
(e)	MMC receive fund from CCC on requisition and submit expenditure statement to CCC	7 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur and Coochbehar) received fund from CCC.	Expenditure statement to CCC will be submitted in due course.
14.	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training for the Qtr.	Achievement No. of training for the Qtr.
1.	Sensitisation / Orientation sessions	35	34
2.	Workshop with DFID	-	
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	-	
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	-	
6.	Training of HHWs initiated / completed	-	
7.	Training of FTS	-	
8.	Training of Manpower for HP	-	

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	6	
CDO	11	2	Berhampur and Kalna have engaged CDO.
PHN	11	2	DO
Data Entry Operator	11	5	
Accounts Assistant	11	2	
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2	-	
CD Specialist	1	-	
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1	-	

(iii) At HP (Not yet due)

Manpower	Target No.	Achievement	Remarks
Part time MO			
ANM			
Clerk cum Store Keeper			
Attendant			
Sweeper			

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS			

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW			

E. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval has since been received from DHFW, further action is in progress.
Equipment for management cell at ULB	11		Do
Equipment for training	11		List is under preparation for submission to DHFW.
Furniture for training	11		Do
Family schedule, HMIS format, instruction manual and training module	11		Do
HHWs kit	11		Approval has since been received from DHFW, further action is in progress.
Drugs for treatment of minor ailments	11		Do
Equipment for SHP	11		Do
Equipment for HP	11		
Furniture for HP	11		Do
Furniture for SHP	11		Do

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

Quarterly Status Report
DFID assisted HHWs Scheme to 11 Municipalities
For the period July to September, 2004

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II	Information already provided in the previous quarterly report
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS	
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628	
d) Date of launching	01.02.2004	
e) Project duration	01.02.2004 to 31.01.2005	
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.	
g) Project Budget	Rs. 6.00 Crores (Approx.)	

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004. Vide memo no. 1403-S/04.	Information already provided in the previous quarterly report
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004. Vide memo no. 1403-S/04.	
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA. Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004	Information already provided in the previous quarterly report.
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved. Vide SPSRC/HSDI/HHW/44 dt. 24.08.2004	
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process in progress	
5.	Sensitisation to ULBs on project proposal and guidelines	11 ULBs already been sensitised and guidelines explained.	
6.	Project Director designated for 11 ULBs.	All completed	Information already provided in the previous quarterly report.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Information already provided in the previous quarterly report.
8.2	Submission of Project Proposal by the ULBs	11 ULBs have been sensitised. 7 ULBs (Suri, Kalna, Berhampur, Purulia, Cooch Behar, Krishnagar & Jangipur) submitted final project proposal.	Remaining 4 ULBs (Medinipur, Bishnupur , Bankura & Bolpur) have been requested to expedite submission.
8.3	Approval of Project Proposal by CCC & DHFW	6 Project proposals received from Suri, Kalna, Berhampur, Purulia, Cooch Behar & Krishnagar have been recommended by CCC and submitted to DHFW.	The Project Proposal of Jangipur will be submitted to DHFW shortly.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	Continuing	
10.1	Sensitisation of Concerned Officers	Done & continuing	
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Completed in 9 ULBs.	Under process in 2 ULBs i.e. Bankura & Bishnupur
(b)	Selection of FTSS	Not yet due.	
(c)	Selection of Manpower for HP	Not yet due.	
(d)	Functioning of HHWs at Block Level	Not yet due.	
(e)	Identification of SHP	Identified by 8 ULBs.	
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by 8 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Information already provided in the previous quarterly report.
11.4	Referral system established		
(a)	Identification of referral centre		
(b)	Contracts / Agreement made		
(c)	Referral system functioning		
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established		
(b)	Involvement of NGO		
(c)	Standard I.E.C. materials developed and implemented (distributed)		
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	Information already provided in the previous quarterly report.
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	

Contd. to P-5

Sl. No.	Activities	Achievement	Remarks
13 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 24.03.2004.	Rs. 9,95,000/- have been released to ULBs and CCC incurred expenditure of Rs. 3,43,572/-. SOE submitted to DHFW for Rs. 8,05,628/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	5 MMC (Kalna, Suri, Krishnagar, Berhampur, and Medinipur) received fund from CCC for Rs. 9,95,000/-.	
14.	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training for the Qtr.	Achievement No. of training for the Qtr.
1.	Sensitisation / Orientation sessions	4	3
2.	Workshop with DFID	-	
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	-	
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	-	-
5.	Training of trainers	2	1
6.	Training of HHWs initiated / completed	11	7
7.	Training of FTS	-	
8.	Training of Manpower for HP	-	

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement for the Qtr	Remarks
Project Director (ADM)	11		Already achieved in 1 st Qtr.
Chairman of the ULB	11		
ACMOH - Sub div.	11		
Supdt. of nearest Govt. Hosp.	11		
Health Officer / AHO	11	-	Total = 6 Achieved in 1 st Qtr.
CDO	11	4	Total = 6 Berhampur, Kalna, Suri, Krishnagar, Cooch Behar & Bankura.
PHN	11	1	Total = 3 Berhampur, Kalna and Krishnagar.
Data Entry Operator	11	1	Total = 6
Accounts Assistant	11	4	Total = 6 Berhampur, Kalna, Suri, Krishnagar, Coochbehar & Bankura.
Clerk cum Store Keeper	11		Already achieved in 1 st Qtr.
Attendant	11		

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1		Achieved already in 1 st Qtr.
Project Officer	1		Do
Medical Specialist	2	-	-
CD Specialist	1	-	-
Accounts Officer	1		Achieved already in 1 st Qtr.
MIES Officer	1		Do
Data Entry Operator	1		Do
Clerk cum SK	1		Do
Attendant	1	-	-

(iii) At HP (Not yet due)

Contd. to P-7

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS			

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW			

E. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval received from DHFW. Process in progress in 6 ULBs (Suri, Kalna, Berhampur, Krishnagar, Cooch Behar & Jangipur)
Equipment for management cell at ULB	11		Do
Equipment for training	11	6	Process in progress in 2 ULBs
Furniture for training	11	6	Do
Family schedule, HMIS format, instruction manual and training module	11		Work order has been issued for HMIS. Notification of Award for Family Schedule and Nirdeshika issued to the firm, finalised by the CTC.
HHWs kit	11		Do
Drugs for treatment of minor ailments	11		Approval has been received from DHFW. Letter issued to 6 ULBs (Berhampur, Krishnagar, Cooch Behar, Jangipur, Suri & Kalna) to effect procurement.
Equipment for SHP	11		Do
Furniture for HP	11		Do
Furniture for SHP	11		Do

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

West Bengal

Ref No **SUDA-Health/DFID/04/258**

Date
01.10.2004

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

**To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI**

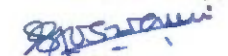
Sub : Status Report as on 01.10.2004.

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.10.2004 is enclosed for favour of your kind perusal.

Encl. : As stated.

Yours faithfully,



Project Officer

SUDA-Health/DFID/04/258(1)

01.10.2004

CC

Dr. A.K. Ghosh, Chief Technical Officer, SPSRC, DHFW


Project Officer

o/c

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.10.2004

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.01.2005
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs. 6.00 Crores (Approx.)

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process in progress	
5.	Sensitisation to ULBs on project proposal and guidelines	11 ULBs already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs have been sensitised. 7 ULBs (Suri, Kalna, Berhampur, Purulia, Cooch Behar, Krishnagar & Jangipur) submitted final project proposal.	Remaining 4 ULBs (Medinipur, Bishnupur , Bankura & Bolpur) have been requested to expedite submission.
8.3	Approval of Project Proposal by CCC & DHFW	6 Project proposals received from Suri, Kalna, Berhampur, Purulia, Cooch Behar & Krishnagar have been recommended by CCC and submitted to DHFW.	The Project Proposal of Jangipur will be submitted to DHFW shortly.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	Continuing	
10.1	Sensitisation of Concerned Officers	Done & continuing	
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Completed in 9 ULBs.	Under process in 2 ULBs i.e. Bankura & Bishnupur
(b)	Selection of FTSS	Not yet due.	
(c)	Selection of Manpower for HP	Not yet due.	
(d)	Functioning of HHWs at Block Level	Not yet due.	
(e)	Identification of SHP	Identified by 8 ULBs.	
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by 8 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI/HHW/2 dt. 20.05.2004.
11.4	Referral system established		
(a)	Identification of referral centre		
(b)	Contracts / Agreement made		
(c)	Referral system functioning		
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established		
(b)	Involvement of NGO		
(c)	Standard I.E.C. materials developed and implemented (distributed)		
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	

Contd. to P-5

Sl. No.	Activities	Achievement	Remarks
13 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 24.03.2004.	Rs. 17,88,650/- have been released to ULBs and CCC incurred expenditure of Rs. 5,31,301/- as on 01.10.2004. SOE submitted to DHFW Rs. 10,03,593/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	8 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur and Coochbehar & Midnapore) received fund from CCC.	
14.	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	37
2.	Workshop with DFID	1	
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	1
6.	Training of HHWs initiated / completed	11	7
7.	Training of FTS	11	
8.	Training of Manpower for HP	11	

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	6	
CDO	11	6	Berhampur , Kalna, Suri, Krishnagar, Cooch Behar & Bankura.
PHN	11	3	Berhampur , Kalna and Krishnagar .
Data Entry Operator	11	6	
Accounts Assistant	11	6	Berhampur , Kalna, Suri , Krishnagar, Coochbehar & Bankura.
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP (Not yet due)

Manpower	Target No.	Achievement	Remarks
Part time MO			
ANM			
Clerk cum Store Keeper			
Attendant			
Sweeper			

Contd. to P-7

(v) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS			

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW			

E. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval received from DHFW. Process in progress in 6 ULBs (Suri, Kalna, Berhampur, Krishnagar, Cooch Behar & Jangipur)
Equipment for management cell at ULB	11		Do
Equipment for training	11	6	Process in progress in 2 ULBs
Furniture for training	11	6	Do
Family schedule, HMIS format, instruction manual and training module	11		Work order has been issued for HMIS. Notification of Award for Family Schedule and Nirdeshika issued to the firm, finalised by the CTC.
HHWs kit	11		Do
Drugs for treatment of minor ailments	11		Approval has been received from DHFW. Letter issued to 6 ULBs (Berhampur, Krishnagar, Cooch Behar, Jangipur, Suri & Kalna) to effect procurement.
Equipment for SHP	11		Do
Furniture for HP	11		Do
Furniture for SHP	11		Do

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

Actions					
	Cooch Behar	Jangipur	Berhampur	Suri	
Constitution of Municipal H & FW Committee By February, 2004	Yes	Yes	Yes	Yes	
Forwarding BPL List By March, 2004	Yes	May, 2004	Yes	Yes	
Engagement of MMC Personnel i.e. AHO, CDO, PHN, Acct. Asst., DEO By May, 2004	July, 2004 expect PHN	Only AHO in August, 2004	Yes	August, 2004 expect PHN	
Writing up and submission of Project Proposal by ULB to CCC, SUDA By July, 2004	August, 2004	Not yet submitted	Yes	Yes	
Forwarding list of trainers for HHWs training, By July, 2004	Yes	Yes	Yes	Yes	
Notification floated for selection of HHWs By May, 2004	June, 2004	June, 2004	Yes	Yes	
Selection of HHWs By June, 2004	July, 2004	July, 2004	Yes	Yes	
Training of HHWs initiated by ULB By August, 2004	Sept, 2004	Sept, 2004	Yes	Yes	
Procurement of Furn. and Equip. for training By August, 2004	Not yet	Sept, 2004	Yes	Sept., 2004	
Opening of Separate Bank A/C	Yes	Yes	Yes	Yes	
Requisition of fund	Yes	Yes	Yes	Yes	
Fund received by ULB	1.42 lakhs	1.50 lakhs	4.35 lakhs	0.82 lakhs	
U.C. submitted by ULB to CCC, SUDA	-	-	0.97 lakhs	0.24 lakhs	

- Initiation of training of HHWs by September, 2004 is must. Otherwise, system of HHWs functioning could

**Health Worker Scheme
Report
09.09.2004**

ULBs						
Bolpur	Purulia	Bankura	Bishnupur	Kalna	Krishnagar	Medinipur
Yes	Yes	Yes	June, 2004	Yes	Yes	Yes
May, 2004	Yes	Yes	May, 2004	Yes	Yes	April, 2004
August, 2004	Not yet engaged	Not yet engaged	Process not yet initiated	July, 2004	August, 2004	Not yet completed
Not yet submitted	Yes	Not yet submitted	Not yet submitted	Yes	August, 2004	August, 2004
Yes	Yes	Sept, 2004	Not yet forwarded	Yes	Yes	Yes
June, 2004	August, 2004	Yes	August, 2004	June, 2004	June, 2004	July, 2004
July, 2004	Sept., 2004	Not yet completed	Not yet completed	July, 2004	July, 2004	August, 2004
likely to be started shortly	Not yet initiated	Not yet done	Not yet initiated	Yes	Sept., 2004	Sept., 2004
Not yet done	Not yet done	Not yet done	Not yet done	Yes	Sept., 2004	Sept., 2004
Yes	Yes	Yes	Yes	Yes	Yes	Yes
No	Yes	No	No	Yes	Yes	Yes
-	1.02 lakhs	-	-	3.30 lakhs	0.70 lakhs	1.00 lakhs
-	-	-	-	1.04 lakhs	-	-

to be established within the time period of the scheme i.e. 31.01.2005.

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

West Bengal

Ref No. SUDA-Health/DFID/04/215

Date 01.09.2004

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

To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI

Sub : Status Report as on 01.09.2004.

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.09.2004 is enclosed for favour of your kind perusal.

Enclo. : As stated.

SUDA-Health/DFID/04/215(1)

CC

Dr. A.K. Ghosh, Chief Technical Officer, SPSRC, DHFW

Yours faithfully,


Project Officer

01.09.2004


Project Officer

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.09.2004

B. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.01.2005
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs. 6.00 Crores (Approx.)

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process in progress	
5.	Sensitisation to ULBs on project proposal and guidelines	11 ULBs already been sensitised and guidelines explained.	
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs have been sensitised. 7 ULBs (Suri, Kalna, & Berhampur) submitted final project proposal. Draft project proposal submitted by 4 ULBs (Purulia , Coochbehar, Midnapore & Krishnagar) to CCC , where some additional inputs have been recommended. Remaining 4 ULBs (Jangipur, Midnapore, Bishnupur , Bankura & Bolpur) have been requested to expedite submission.	Purulia, Coochbehar, Krishnagar and Jangipur
8.3	Approval of Project Proposal by CCC & DHFW	Project proposals received from Suri, Kalna & Berhampur have been recommended by CCC and submitted to DHFW. The Project of Jangipur, Midnapore, Bishnupur, Bankura & Bolpur have been recommended by CCC and submitted to DHFW.	

Myp. have been recommended by CCC, will be submit to DHFW. shankh.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with Dept. of Health & FW <i>District Health & FW Facilities. Officers and Hospitals continuing of H & FW Dept.</i>	Process in progress	
10.1	Sensitisation of Programme Officers at State Level <i>concerned District level</i>	done	Preparation is under process.
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Completed in 9 ULBs.	Under process in 2 ULBs i.e Bankura & Bishnupur
(b)	Selection of FTSS	Not yet due.	
(c)	Selection of Manpower for HP	Not yet due.	
(d)	Functioning of HHWs at Block Level	Not yet due.	
(e)	Identification of SHP	Identified by 8 ULBs.	
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by 8 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
11.4	Referral system established		
(a)	Identification of referral centre		
(b)	Contracts / Agreement made		
(c)	Referral system functioning		
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established		
(b)	Involvement of NGO		
(c)	Standard I.E.C. materials developed and implemented (distributed)		
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	

Contd. to P-5

Sl. No.	Activities	Achievement	Remarks
13 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 24.03.2004.	17,88,650/- Rs. 42,11,650/- have been released to ULBs and CCC incurred expenditure of 531301 Rs. 4,59,536/- as on 01.03.2004. SOE submitted to DHFW Rs. 6,75,720/- 10,03 593
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	8 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur and Coochbehar & Midnapore) received fund from CCC.	
14.	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	38
2.	Workshop with DFID	1	
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	1
6.	Training of HHWs initiated / completed	11	37
7.	Training of FTS	11	
8.	Training of Manpower for HP	11	

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	6	
CDO	11	4	Berhampur, Kalna, Suri and Krishnagar. Cooch, Barhara
PHN	11	3	Berhampur, Kalna and Krishnagar.
Data Entry Operator	11	6	
Accounts Assistant	11	6	Berhampur, Kalna, Suri, Krishnagar & Coochbehar, Barhara
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP (Not yet due)

Manpower	Target No.	Achievement	Remarks
Part time MO			
ANM			
Clerk cum Store Keeper			
Attendant			
Sweeper			

Contd. to P-7

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS			

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW			

E. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval received from DHFW. Process in progress in 3 ULBs (Suri, Kalna & Berhampur) <i>Kin, Janga, Cooch, Singpur</i>
Equipment for management cell at ULB	11		Do
Equipment for training	11	6	Process in progress in 2 ULBs
Furniture for training	11	6	Do
Family schedule, HMIS format, instruction manual and training module	11		NIT has been floated on 29.07.04 in 3 leading dailies by CCC. Finalisation of the Firms will be done by CTC on 03.09.04 <i>Work order has been issued for HMIS. Finalisation of Firms to be done by CTC.</i>
HHWs kit	11		Do <i>Work order will be issued by DHFW etc</i>
Drugs for treatment of minor ailments	11		Approval has been received from DHFW. <i>+ Letter issued to 6 ULBs (Berhampur, Kinjanga, Cooch, Janga, Singpur & Kalna) to effect program.</i>
Equipment for SHP	11		Do <i>Approval received from DHFW.</i>
Equipment for HP	11		Approval received from DHFW. Process in progress in 3 ULBs (Suri, Kalna & Berhampur)
Furniture for HP	11		Approval has been received from DHFW. <i>Do</i>
Furniture for SHP	11		Letter issued to 6 ULBs <i>Do</i> <i>no effect prog.</i>

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

Status Report
DFID assisted HHW scheme in 11 new municipalities
 As on 01.08.2004

Project Towns : 11 ULBs i.e. Coochbehar, Jangipur, Baharampur, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.

BPL population coverage : 2.58 lakhs

Duration : 01.02.2004 to 31.01.2005

Project Budget : Rs. 6.00 Crores (Approx.)

Progress Report :

Activities	Status	Remark
Constitution of Municipal level Health & FW Committee	Constituted in 11 ULBs	
Detailment of Project Director	Detailed in 11 ULBs	
Constitution of Municipal Management Cell (MMC)	Constituted in 11 ULBs with the Project Director, Councillor in charge of Health, ACMOH of Sub-division Hospital, Supdt. of nearest Govt. Hospital, Health Officer (in case of 4 ULBs), Clerk cum Storekeeper, and attendant	The other man power i.e. AHO (where there is no HO), Community Development Officer, Public Health Nurse, Data Entry Operator and Accounts Assistant are to be selected and engaged by the respective Municipal Level Health & FW Committee on contractual basis as per G.O. issued by MA Dept.
Identification of Health Facilities		Status on proposed health facilities and identification by ULBs is enclosed at Annexure - I.
Selection of HHWs at Block Level	Completed in 9 ULBs.	Selection is under process in 2 ULBs i.e. Bankura and Bishnupur.

Contd. to P-2.

Activities	Status	Remark
Training of HHWs		Will commence from 3 rd week of August at Municipal Level for the ULBs who have completed selection of HHWs and will be completed by 1 st week of October. <i>* 3 ULBs- Suri, Kalna & Berhampore already initiated</i>
Writing of Project Proposal by the ULBs and submission to DHFW.	5 ULBs i.e. Berhampur, Suri, Purulia, Kalna and Medinipur have completed writing of Project Proposal which are under examination by CCC for final submission to DHFW.	Writing of Project Proposal by the rest ULBs are in progress. <i>*3 ULBs- Suri, Kalna & Berhampur submitted final proposal to DHFW.</i> <i>* Draft Proposal sent by 4 ULBs- Purulia, Coochbehar, Medinipore & Krishnagar - under scrutiny of CCC, SUDA</i>
List of Furniture and Equipment wrt SHP, HP and MMC, HHWs kit bag with content, designing of Family Schedule and HMIS format prepared by CCC, SUDA and submitted to DHFW for approval.	Approval has already been received from DHFW.	Further action is in progress.
List for Equipment & Furniture for training and instruction manual for trainers, training module for HHWs have been prepared by CCC, SUDA.	Submitted to DHFW recently for approval.	<i>* Already approved by DHFW</i>
Procurement of Furniture.		Will be done by the respective ULBs.
Procurement of Equipment excepting SHP.		Do

** Status as on 01.09.2004*

Contd. to P-3.

Activities	Status	Remark
Procurement of Drug.		Do
Procurement of printed materials, HHW kits and equipment for SHP.	NIT had been floated on 29.07.2004 in 3 leading dailies for printed materials and HHW Kits. <i>* CTC meeting is scheduled on 3.09.04</i>	Responsibility has been vested on CCC, SUDA.
Receipt of fund from DHFW.	Rs. 87.82 lakhs as first installment.	
Opening of separate Bank A/C by ULBs	Completed in 11 ULBs.	
Release of fund to ULBs by CCC.	Rs. 911650/- have been released to 7 ULBs i.e. Jangipur, Berhampur, Suri, Purulia, Kalna, Krishnagar and Coochbehar. <i>* Rs.12,11,650/- released to 8 ULBs (+ Medinipore)</i> <i>* SOE sent to DHFW as on 1.09.04 - Rs.6,75,720/-</i>	On receipt of requisition from rest of the ULBs, fund will be released.

** Status as on 01.09.2004*

Proposed Health Facilities and Identification by ULBs

Name of the ULBs	Health Facilities			Remarks
	Blocks	SHP	HP	
Cochbihar	17	4	1	Identified
Jangipur	19	4	1	Do
Baharampur	40	8	1	Do
Suri	14	3	1	Do
Bolpur	14	3	1	-
Purulia	29	6	1	Identified
Bankura	28	6	1	-
Bishnupur	14	3	1	-
Kalna	12	3	1	Identified
Krishnagar	35	7	1	Do
Medinipur	38	8	1	Do
TOTAL	260	55	11	

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No ~~SUDA-Health~~/DFID/04/170

Date06.08.2004

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

**To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI**

Sub : Status Report as on 01.08.2004.

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.08.2004 is enclosed for favour of your kind perusal.

Encls. : As stated.

Yours faithfully,


Project Officer

SUDA-Health/DFID/04/170(1)

06.08.2004

CC

Dr. A.K. Ghosh, Chief Technical Officer, SPSRC, DHFW


Project Officer

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.08.2004

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.01.2005
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs. 6.00 Crores (Approx.)

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Some additional includes were forwarded to DHFW for inclusion in the guideline. Awaiting finalisation by DHFW.	Vide memo no. SUDA-Health/DFID/04 dt. 16.04.2004.
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process has already been started by CCC, SUDA.	Again a copy was forwarded to Dr. Ghosh under memo-174 dt. 11.8.04
5.	Sensitisation to ULBs on project proposal and guidelines	11 ULBs already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position. (Vide Enclosure - I)
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs have been sensitised. Out of them 5 ULBs (Suri, Kalna, Medinipur , Purulia & Berhampur) submitted 1 st draft to CCC. A meeting held with DHFW on 1 st draft project proposal , where some additional input have been recommended. Following that the ULBs were advised to include the additional inputs and submit the same to CCC.	Final project report of 5 ULBs will be submitted to DHFW in Mid-August, 2004.
8.3	Approval of Project Proposal by CCC & DHFW	Not applicable at present.	

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with Dept. of Health & FW	Process has already been started.	
10.1	Sensitisation of Programme Officers at State Level		Preparation is under process
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Completed in 9 ULBs.	Under process in 2 ULBs i.e Bankura & Bishnupur
(b)	Selection of FTSS	Not yet due.	
(c)	Selection of Manpower for HP	Not yet due.	
(d)	Functioning of HHWs at Block Level	Not yet due.	
(e)	Identification of SHP	Identified by 8 ULBs.	
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by 8 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
11.4	Referral system established		
(a)	Identification of referral centre		
(b)	Contracts / Agreement made		
(c)	Referral system functioning		
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established		
(b)	Involvement of NGO		
(c)	Standard I.E.C. materials developed and implemented (distributed)		
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	

Contd. to P-5

Sl. No.	Activities	Achievement	Remarks
13 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 24.03.2004.	Rs.9,11,650/- have ben released o ULBs and CCC incurred expenditure of Rs.2,62,938/- as on 1.8.04
(e)	MMC receive from fund from CCC on requisition and submit expenditure statement to CCC	7 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur and Coochbehar) received fund from CCC.	
14.	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	36
2.	Workshop with DFID	1	
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	
6.	Training of HHWs initiated / completed	11	
7.	Training of FTS	11	
8.	Training of Manpower for HP	11	

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	6	
CDO	11	4	Berhampur , Kalna, Suri and Krishnagar .
PHN	11	3	Berhampur , Kalna and Krishnagar .
Data Entry Operator	11	6	
Accounts Assistant	11	4	Berhampur , Kalna, Suri and Krishnagar .
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP (Not yet due)

Manpower	Target No.	Achievement	Remarks
Part time MO			
ANM			
Clerk cum Store Keeper			
Attendant			
Sweeper			

Contd. to P-7

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS			

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW			

E. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval has since been received from DHFW, further action is in progress.
Equipment for management cell at ULB	11		Do
Equipment for training	11		Do
Furniture for training	11		Do
Family schedule, HMIS format, instruction manual and training module	11		NIT has been floated on 29.07.04 in 3 leading dailies by CCC
HHWs kit	11		Do
Drugs for treatment of minor ailments	11		Approval has since been received from DHFW, further action is in progress.
Equipment for SHP	11		Do
Equipment for HP	11		Do
Furniture for HP	11		Do
Furniture for SHP	11		Do

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref ~~SUDA~~ SUDA-Health/DFID/04/164 ¹⁷⁰

Date16.07.2004

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

To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI

**Sub : Status Report wrt. DFID assisted Honorary Health Worker
Scheme as on 01.07.2004.**

Sir,

The said report is enclosed for kind perusal
Apropos your instruction over telephone on date, the said report is enclosed for kind perusal.

Yours faithfully,

Enclo. : As stated.

SUDA-Health/DFID/04/164(1)

Project Officer

16.07.2004

CC

Dr. A.K. Ghosh, Chief Technical Officer, SPSRC, DHFW

Project Officer

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.07.2004

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.01.2005
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs. 6.00 Crores (Approx.)

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Some additional includes were forwarded to DHFW for inclusion in the guideline. Awaiting finalisation by DHFW.	Vide memo no. SUDA-Health/DFID/04 dt. 16.04.2004.
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process has already been started by CCC, SUDA.	
5.	Sensitisation to ULBs on project proposal and guidelines	11 ULBs already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.(Vide Enclosure - I)
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs have been sensitised. Out of them 4 ULBs (Suri, Kalna, Bahadurpur, Medinipur & Purulia) submitted 1 st draft to CCC which are under examination. - The rest will submit the same by July, 2004.	Final project proposal of 5 ULBs will be submitted to DHFW by Mid Aug, 2004
8.3	Approval of Project Proposal by CCC & DHFW	Not applicable at present.	

A meeting held with DHFW on 1st draft of proposal, where some additional inputs have been recommended following that the ULBs were advised to include the additional inputs and submit the same to CCC.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with Dept. of Health & FW	Process has already been started.	
10.1	Sensitisation of Programme Officers at State Level	Will be conducted jointly with DHFW by June, 2004.	Preparation is under process.
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	In position in case of 10 ULBs. <i>Set-up.</i> <i>Similar MMC has been set-up in all 11 ULBs.</i>	For the rest ULB (Bishnupur) MMC will likely to be formed by mid June, 2004.
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Process already started in 9 ULBs. <i>Completed in 9 ULBs.</i>	Rest 2 ULBs (Bishnupur and Bolpur) the process will start by last week of June, 2004. <i>under process in 2 ULB, Bolpur, Bishnupur.</i>
(b)	Selection of FTSS	Not yet due.	
(c)	Selection of Manpower for HP	Not yet due.	
(d)	Functioning of HHWs at Block Level	Not yet due.	
(e)	Identification of SHP	Identified by ⁸ 4 ULBs.	<i>under process in 3 ULBs i.e. Bolpur, Bishnupur, Baramulla.</i>
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by ⁸ 4 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI/HHW/2 dt. 20.05.2004.
11.4	Referral system established		
(a)	Identification of referral centre		
(b)	Contracts / Agreement made		
(c)	Referral system functioning		
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established		
(b)	Involvement of NGO		
(c)	Standard I.E.C. materials developed and implemented (distributed)		
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	

Contd. to P-5

RO 9,11,650 km
 15/11/04
 2/12/04
 3/12/04
 1.8.04

Sl. No.	Activities	Achievement	Remarks
13 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 24.03.2004.	Expenditure statement to DHFW will be submitted in due course.
(e)	MMC receive from fund from CCC on requisition and submit expenditure statement to CCC	7 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur and Coochbehar) received fund from CCC.	Expenditure statement to CCC will be submitted in due course.
14.	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	34 30
2.	Workshop with DFID	1	
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	
6.	Training of HHWs initiated / completed	11	
7.	Training of FTS	11	
8.	Training of Manpower for HP	11	

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	6	
CDO	11	2 4	Berhampur and Kalna, Semi have engaged CDO. Kalidhangan
PHN	11	2 3	DO Kalidhangan
Data Entry Operator	11	5	
Accounts Assistant	11	2 4	B. Kalna, Sris, Kalidhangan
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP (Not yet due)

Manpower	Target No.	Achievement	Remarks
Part time MO			
ANM			
Clerk cum Store Keeper			
Attendant			
Sweeper			

Contd. to P-7

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS			

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW			

E. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval has since been received from DHFW, further action is in progress.
Equipment for management cell at ULB	11		Do
Equipment for training	11		List is under preparation for submission to DHFW. DO.
Furniture for training	11		Do
Family schedule, HMIS format, instruction manual and training module	11		NIT has been blocked on 29.07.09 in 3 leading schools. Do
HHWs kit	11		Approval has since been received from DHFW, further action is in progress. Do
Drugs for treatment of minor ailments	11		Do
Equipment for SHP	11		Do
Equipment for HP	11		
Furniture for HP	11		Do
Furniture for SHP	11		Do

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

DFID assisted Honorary Health Worker Scheme

Name of the Project Directors and Telephone Nos.

Districts	Towns	Name of Project Directors	Telephone No.
Kochbehar	Kochbehar	Sri Onkar Singh Meena, IAS, ADM (D)	03582 227102
Murshidabad	Jangipur	Sri Bimal Kanti Das, SDO	95 3483 266234
	Berhampore	MS. C. Lama, ADM (G)	03482 250147
Birbhum	Suri	Sri Pinaki Ghosh, ADM (D)	95 3462 255422
	Bolpur	Sri Samir Bhattacharjee, SDO	95 3463 252671
Purulia	Purulia	Sri Abu Akhtar Siddique, ADM (G)	03252 223120
Bankura	Bankura	Sri Debasish Maity, ADM (D)	95 3242 250757
	Bishnupur	Sri Koushik Halder, SDO	95 3244 252055
Bardhaman	Kalna	Sri Srikumar Chakraborty, SDO	95 3454 255024 (R) 95 3454 255028 (O) 94340 29169 (M)
Nadia	Krishnagar	Sri Bipad Bhanjan Biswas, ADM (G)	95 3472 252293
West Medinipur	Medinipur	Sri K.K. Das, WBCS (Ex), DL & LRO and ADM Paschim Medinipur Sri Pranamik ADM (LRO)	95 3222 276179

Sri Pranamik ADM (LRO)

Status Report
DFID assisted HHW scheme in 11 new municipalities
As on June, 2004

Preamble :

On receipt of sanction from GOI vide their memo no. L. 19012/46/02-APS dt. 02.12.2003, DFID assisted HHW scheme has been launched as a pilot project in 11 new municipalities for a period of one year from 01.02.2004 to 31.01.2005.

Project Towns :

Name of the District	Name of the Municipality
Cochbihar	1. Cochbihar
Murshidabad	2. Jangipur
	3. Berhampur
Birbhum	4. Suri
	5. Bolpur
Purulia	6. Purulia
Bankura	7. Bankura
	8. Bishnupur
Bardhaman	9. Kalna
Nadia	10. Krishnagar
West Medinipur	11. Medinipur

Project Budget : Rs. 6.00 Crores (Approx.)

Total BPL population to be covered under the project : 2.58 Lakhs

Contd. to P-2.

Proposed Health facilities and Health Manpower at Grass-root Level are as under :

Health Facilities	No.	Health Manpower	No.
Block	260	Honorary Health Worker (HHW)	260
Sub Health Post (SHP)	55	First Tier Supervisor(FTS)	55
Health Post (HP)	11	PTMO	27
		ANM	27
		Clerk cum Store Keeper	11

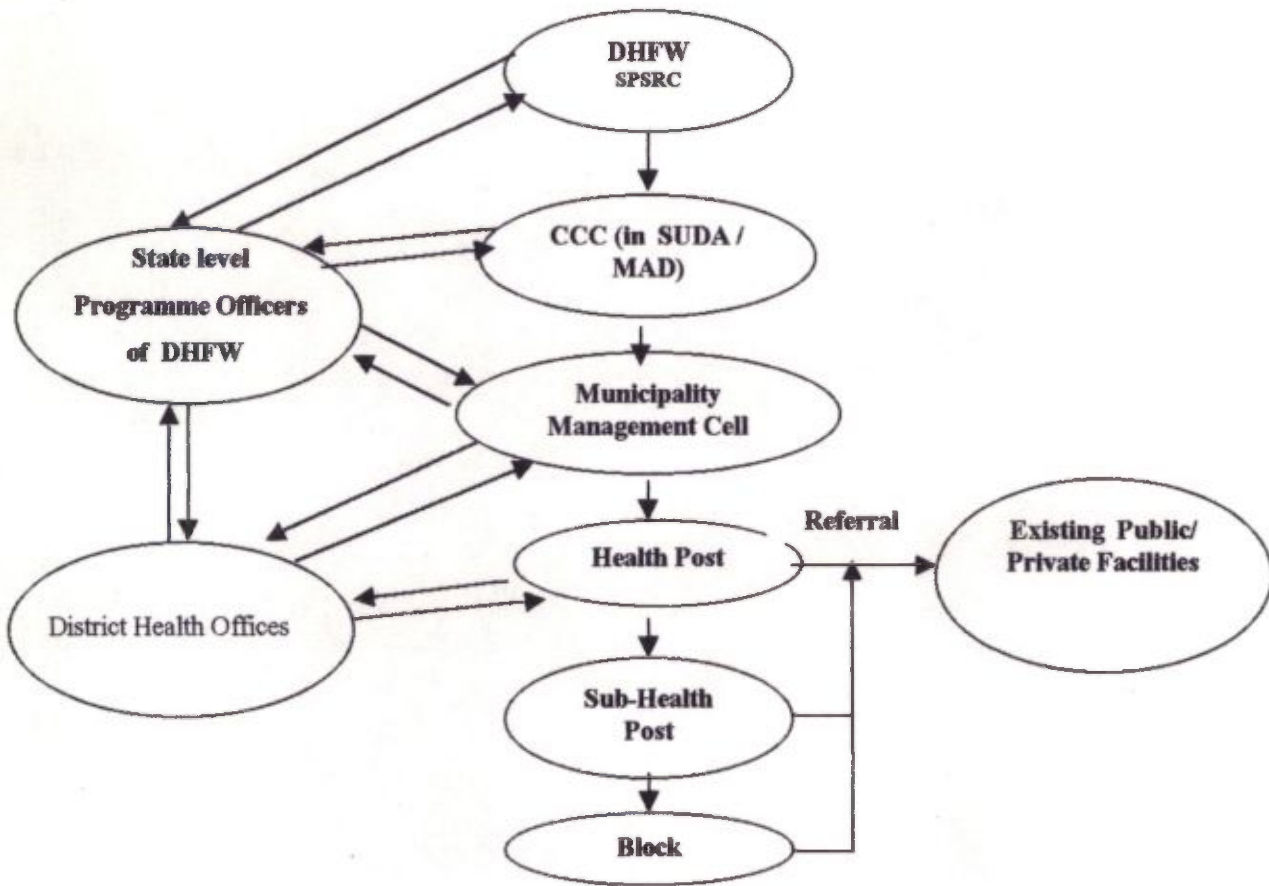
- * *There will be no new construction for health facilities. The ULBs are to arrange for the accommodation.*
- * *Process for selection of HHWs have been initiated in all the ULBs.*
- * *Linkage and coordination with District and Sub Division Hospital are to be established and strengthened for referral services and implementation of National Health Programmes.*

AIMs :

- Standard of Health services of the BPL population, with focus to the mother and children to be raised through community based Honorary Health Worker.
- The HHW will serve as first contact point for the target population and link between BPL population with primary health care and referral services in urban areas.
- Integrate the municipal health services with District Health Services rendered by the District Health Offices and hospitals of the DHFW, GOWB.
- The pilot support will provide an opportunity to draw the lessons with regard to its Cost Effectiveness. This will build platform for evidence based investments.
- The positive lessons learnt from the modified HHW scheme would facilitate the inclusion of this approach in the Vision Statement or Strategic Framework for providing health services to the urban poor.
- It will create an opportunity for lesson learning about the priorities and modalities for DFID/ other Donor Agencies for long term programme support.

Contd. to P-3.

4. Organisational structure of the pilot project



Contd. to P-4.

Status on Preliminary Actions undertaken during February - June , 2004

Sl.No	Actions	Target	Achievement
1.	Sensitisation on project at different levels	To be completed in 11 ULBs within March'04	Completed in 11 ULBs
2.	Formation of Municipal level Health & F W Committee	-do-	Completed in 11 ULBs
3.	Preparation of guideline on preliminary actions by the ULB in vernacular and forwarding the same to ULBs	By March'04	Completed
4.	Preparation of training schedule on sensitisation and forwarding to ULBs	By March'04	Completed
5.	Detailment of Project Director at 11 ULBs	-do-	Completed
6.	Formation of Municipal Management Cell (MMC) at 11 ULBs	-do-	Completed in 11 ULBs
7.	Issuance of directive by DHFW to ACMOH & Superintendent of S D Hospital for participation in the MMC	-do-	Completed
8.	Opening of Separate Bank A/C for the project by MMC	-do-	Completed in 10 ULBs
9.	Formation of Central Co ordinating Cell (CCC) at SUDA	-do-	Completed
10.	Opening of Separate Bank A/C for the project by CCC	To be completed by March'2004	Completed
11.	Receipt of Fund by CCC from DHFW		1 st installment of Rs. 87.82 Lakhs has been received in March'04
12.	Release of Fund to ULBs by CCC		1 st installment have been released to 6 ULBs based on requisition

Contd. to P-5.

SLNo	Actions	Target	Achievement
13.	Identification of new list of BPL families	To be completed in 11 ULBs within April'04	Completed in 11 ULBs
14.	Preparation of format and approval by DHFW for writing project proposal by ULBs	By March,04	Approval received from DHFW
15.	Sensitisation of ULBs on format for writing project proposal by ULBs	By April'04	<input type="checkbox"/> Completed for 11 ULBs
16.	Preparation of micro plan and formulation of project proposal by ULBs	-do-	<input type="checkbox"/> 3 ULBs (Suri, Kalna, Medinipur) submitted 1 st draft of project proposal in May '04. <input type="checkbox"/> 1 st draft by rest of the ULBs are under preparation.
17.	Development of Indicators for process monitoring of the project	By April'04	Developed and approved by DHFW
18.	Preparation of Family Schedule and HMIS Format by CCC and approval of DHFW	By May '04	Approved by DHFW
19.	Preparation of list on furniture, equipment and Drugs for MMC, SHP and HP by CCC and approval by DHFW	By May '04	Approved by DHFW
20.	Base line Survey and process documentation by DHFW		Under process

- Extension of end date of the Pilot Project - DFID has forwarded the communication to the Under Secretary, Dept. of Economic Affairs, Ministry of Finance, Govt. of India seeking GOI's approval to extend the end date of this Pilot Project to June, 2005.

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.06.2004

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.01.2005
f) Project Towns	Kochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Brishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs. 6.00 Crores (Approx.)

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Some additional includes were forwarded to DHFW for inclusion in the guideline. Awaiting finalisation by DHFW.	Vide memo no. SUDA-Health/DFID/04 dt. 16.04.2004.
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process has already been started by CCC, SUDA.	
5.	Sensitisation to ULBs on project proposal and guidelines	Out of 11 ULBs, 10 already been sensitised and guidelines explained.	Remaining one (Brishnupur) will be completed by June, 2004.
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	4 ULBs (Suri, Kalna, Medinipur, Berhampore) have been sensitised on 05.05.2004, out of them 3 submitted 1 st draft to CCC as on 28.05.2004 and rest one (Berhampore) will submit by 1 st week of June, 2004. Another group of 5 ULBs have been sensitized on 27.05.2004 and the tentative date for submission has been fixed by 3 rd week of June, 2004.	The rest 2 ULBs (Bolpur and Bishnupur) will be sensitised shortly.
8.3	Approval of Project Proposal by CCC & DHFW	Not applicable at present.	

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with Dept. of Health & FW	Process has already been started.	
10.1	Sensitisation of Programme Officers at State Level	Will be conducted jointly with DHFW by June, 2004.	
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	In position in case of 10 ULBs.	For the rest ULB (Bishnupur) MMC will likely to be formed by mid June, 2004.
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Process already started in 9 ULBs.	Rest 2 ULBs (Bishnupur and Bolpur) the process will start by last week of June, 2004.
(b)	Selection of FTSS	Not yet due.	
(c)	Selection of Manpower for HP	Not yet due.	
(d)	Functioning of HHWs at Block Level	Not yet due.	
(e)	Identification of SHP	Identified by 4 ULBs.	
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by 4 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		

Contd to P-4

Sl. No.	Activities	Achievement	Remarks
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
11.4	Referral system established		
(a)	Identification of referral centre		
(b)	Contracts / Agreement made		
(c)	Referral system functioning		
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established		
(b)	Involvement of NGO		
(c)	Standard I.E.C. materials developed and implemented (distributed)		
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	8 out of 11 ULBs opened separated Bank A/C for the project.	Remaining 3 are Kochbehar, Bolpur and Bishnupur.
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	

Contd. to P-5

Sl. No.	Activities	Achievement	Remarks
(d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 24.03.2004.	Expenditure statement to DHFW will be submitted in due course.
(e)	MMC receive from fund from CCC on requisition and submit expenditure statement to CCC	3 MMC (Kalna, Suri, Krishnagar) received fund from CCC. <i>Rowal Berhampur, Durgajour.</i>	Expenditure statement to CCC will be submitted in due course.
14.	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	32
2.	Workshop with DFID	1	
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	2
5.	Training of trainers	2	
6.	Training of HHWs initiated / completed	11	
7.	Training of FTS	11	
8.	Training of Manpower for HP	11	

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	6	
CDO	11	2	
PHN	11		
Data Entry Operator	11	5	
Accounts Assistant	11		
Clerk cum Store Keeper	11	9	
Attendant	11	9	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP (Not yet due)

Manpower	Target No.	Achievement	Remarks
Part time MO			
ANM			
Clerk cum Store Keeper			
Attendant			
Sweeper			

Contd. to P-7

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS			

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW			

E. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval has since been received from DHFW, further action is in progress.
Equipment for management cell at ULB	11		Do
Equipment for training	11		Do
Furniture for training	11		Do
Family schedule, HMIS format, instruction manual and training module	11		Do
HHWs kit	11		
Drugs for treatment of minor ailments	11		Do
Equipment for SHP	11		Do
Equipment for HP	11		
Furniture for HP	11		Do
Furniture for SHP	11		Do

F. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

Submitted to Sri Dube, Jt. Secretary DHFW for presentation in Delhi
2.5.04

Status Report
DFID assisted HHW scheme in 11 new municipalities
As on 31.05.2004

Preamble :

On receipt of sanction from GOI vide their memo no. L. 19012/46/02-APS dt. 02.12.2003, DFID assisted HHW scheme has been launched as a pilot project in 11 new municipalities for a period of one year from 01.02.2004 to 31.01.2005,

Project Towns :

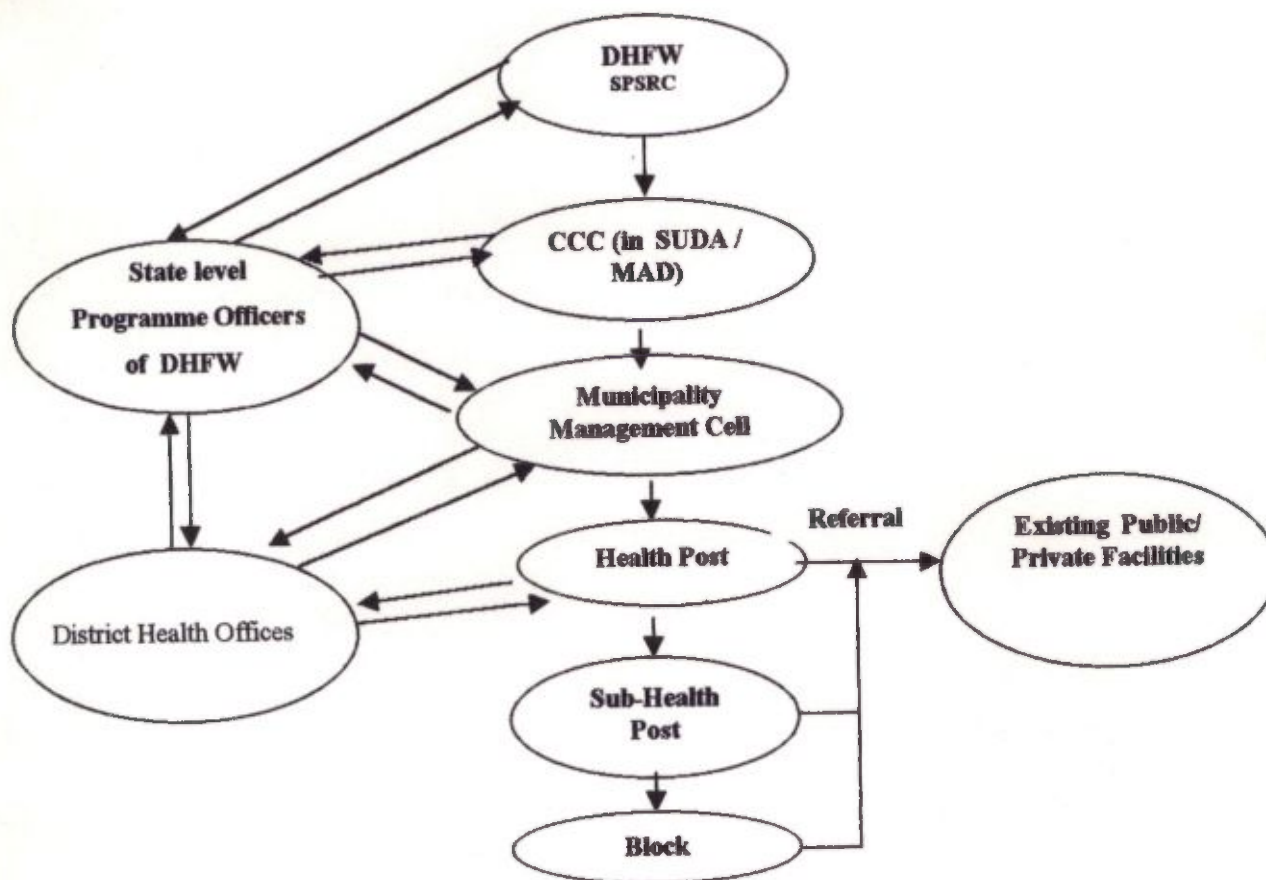
Name of the District	Name of the Municipality
Cochbihar	1. Cochbihar
Murshidabad	2. Jangipur
	3. Berhampur
	4. Suri
Birbhum	5. Bolpur
	6. Purulia
Purulia	6. Purulia
Bankura	7. Bankura
	8. Bishnupur
Bardhaman	9. Kalna
Nadia	10. Krishnagar
West Medinipur	11. Medinipur

Project Budget : Rs. 6.00 Crores (Approx.)

AIMs :

- Standard of Health services of the BPL population, with focus to the mother and children to be raised through community based Honorary Health Worker.
- The HHW will serve as first contact point for the target population and link between BPL population with primary health care and referral services in urban areas.
- Integrate the municipal health services with District Health Services rendered by the District Health Offices and hospitals of the DHFW, GOWB.
- The pilot support will provide an opportunity to ~~draw~~ learn the lessons with regard to its Cost Effectiveness. This will build platform for evidence based investments.
- The positive lessons learnt from the modified HHW scheme would facilitate the inclusion of this approach in the Vision Statement or Strategic Framework for providing health services to the urban poor.
- It will create an opportunity for lesson learning about the priorities and modalities for DFID/ other Donor Agencies for long term programme support.

4. Organisational structure of the pilot project



Inclusion of this Project in the Apex Advisory Committee:

*The Project has been included in the already existing Apex Advisory Committee , constituted by MIC, MA & UD Dept. on Urban Health Improvement Programmes..

In the 4th meeting of the Apex Advisory Committee ,Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept. has been co opted as a member of the committee.

AO Action Plan for the year - 12 months - has been drawn. (wide based Annexure - 1) Sme.

Status on Preliminary Actions undertaken during February - May, 2004

Sl.No	Actions	Target	Achievement
1.	Sensitisation on project at different levels	To be completed in 11 ULBs within March'04	Completed in 10 ULBs
2.	Formation of Municipal level Health & F W Committee	-do-	Completed in 10 ULBs
3.	Preparation of guideline on preliminary actions by the ULB in vernacular and forwarding the same to ULBs	By March'04	Completed
4.	Preparation of training schedule on sensitisation and forwarding to ULBs	By March'04	Completed
5.	Detailment of Project Director at 11 ULBs	-do-	Completed
6.	Formation of Municipal Management Cell (MMC) at 11 ULBs	-do-	Completed in 10 ULBs
7.	Issuance of directive by DHFW to ACMOH & Superintendent of S D Hospital for participation in the MMC	-do-	Completed
8.	Opening of Separate Bank A/C for the project by MMC	-do-	Completed in 6 ULBs
9.	Formation of Central Co ordinating Cell (CCC) at SUDA	-do-	Completed

Sl. No	Actions	Target	Achievement
10.	Opening of Separate Bank A/C for the project by CCC	To be completed by March'2004	Completed
11.	Receipt of Fund by CCC from DHFW		1 st installment has been received in March'04 ✓
12.	Release of Fund to ULBs by CCC		1 st installment have been released to ③ ULBs based on requisition ✓
13.	Identification of new list of BPL families	To be completed in 11 ULBs within April'04	Completed in 11 ULBs ✓
14.	Preparation of format and approval by DHFW for writing project proposal by ULBs	By March,04	Approval received from DHFW
15.	Sensitisation of ULBs on format for writing project proposal by ULBs	By April'04	<input type="checkbox"/> Completed for ⑨ ULBs 11
16.	Preparation of micro plan and formulation of project proposal by ULBs	-do-	<input type="checkbox"/> 3 ULBs submitted 1 st draft of project proposal in May'04. ✓ <i>by ULBs, are under preparation.</i>
17.	Development of Indicators for process monitoring of the project	By April'04	Developed and approved by DHFW ✓
18.	Preparation of Family Schedule and HMIS Format by CCC and approval of DHFW	By May '04	Approved by DHFW
19.	Preparation of list on furniture, equipment and Drugs for MMC, SHP and HP by CCC and approval by DHFW	By May '04	Approved by DHFW
20.	Base line Survey and process documentation by DHFW		Under process

Sl. No.	Activities	Achievement	Remarks
11.	Programme Management System established		
(a)	Set up of Municipal Management Cell at ULB level	In position in case of 10 ULBs.	For Rest ULB (Bishnupur) MMC will likely to formed by mid June, 2004.
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
11.1	Health Facilities for Primary Health Care service delivery established		
(a)	Selection of HHWs	Process already started in 9 ULBs.	Rest 2 ULBs the process will start by last week of June, 2004. (Bishnupur)
(b)	Selection of FTSs	Not yet due.	
©	Selection of Manpower for HP	Not yet due.	
(d)	Functioning of HHWs at Block Level	Not yet due.	
(e)	Identification of SHP	Identified by 4 ULBs.	
(f)	Functioning of SHP	Not yet due.	
(g)	Identification of HP	Identified by 4 ULBs.	
(h)	Functioning of HP	Not yet due.	
11.2	Surveillance system of State Health Programme established		
11.3	MIES system established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
11.4	Referral system established		
(a)	Identification of referral centre		
(b)	Contracts / Agreement made		
(c)	Referral system functioning		

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
11.5	Communication (I.E.C.) system established		
(a)	Interpersonal Communication established		
(b)	Involvement of NGO		
(c)	Standard I.E.C. materials developed and implemented (distributed)		
12.	Documentation		
12.1	Engagement of Agency by DHFW for documentation		
12.2	Documents prepared and submitted		
12.3	Base line survey by External Agency conducted		
12.4	Submission of Report of Base Line Survey		
13.	Financial Management System established		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	8 out of 11 ULBs opened separated Bank A/C for the project.	Remaining 3 are Coochbehar, Bokipur, Dishinpur.
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separated Bank A/C by CCC.	
(d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Received 1 st installment of fund for Rs. 87.82 lakhs from DHFW on 21.3.04.	Expenditure statement to DHFW will be submitted in due course.
(e)	MMC receive from fund from CCC on requisition and submit expenditure statement to CCC	3 MMC (Katra, Suni, Ancharpur) received fund from CCC.	Expenditure statement to CCC will be submitted in due course.
14.	Preparation of Road Map by the ULBs for sustainability		

Contd. to P-5

B. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	32
2.	Workshop with DFID	1	
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	2
5.	Training of trainers	2	
6.	Training of HHWs initiated / completed	11	
7.	Training of FTS	11	
8.	Training of Manpower for HP	11	

C. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	6	
CDO	11		
PHN	11		
Data Entry Operator	11	5	
Accounts Assistant	11		
Clerk cum Store Keeper	11	9	
Attendant	11	9	

Contd. to P-6

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP (Not yet due)

Manpower	Target No.	Achievement	Remarks
Part time MO			
ANM			
Clerk cum Store Keeper			
Attendant			
Sweeper			

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS			

(v) At Block (Not yet due)

Manpower	Target No.	Achievement	Remarks
HHW			

Contd. to P-7

D. Procurement :

Procurement of	Target No.	Achievement	Remarks
Furniture for management cell at ULB	11		Approval has since been received from DHFW, further action is in progress.
Equipment for management cell at ULB	11		Do
Equipment for training	11		Do
Furniture for training	11		Do
Family schedule, HMIS format, instruction manual and training module	11		Do
HHWs kit	11		
Drugs for treatment of minor ailments	11		Do
Equipment for SHP	11		Do
Equipment for HP	11		
Furniture for HP	11		Do
Furniture for SHP	11		Do

E. Refurbication of Health Post & Sub Health Post : (Not yet due)

Refurbication	Target No.	Achievement	Remarks
Health Post			
Sub Health Post			

Indicators for Monitoring DFID assisted HHWs Scheme to 11 Municipalities

Status as on 28.05.2004

A. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Approval of project proposal by MOHFW, GOI	Approval accorded on 02.12.2003.	Vide D.O. No. L. 19012/46/02-APS. X
1.1.	Communication wrt approval of project proposal by DHFW to MA Dept.	Communication made on 05.12.2003	Vide memo no. SS(P)/HSDI/HHW/628. X
1.2.	Communication wrt approval of project proposal by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04. X
2.	Forwarding Guidelines in Bengali by MA Dept. towards preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04. ✓
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Done on 12.02.2004 at Conference Hall of SUDA.	
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004 ✓
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Some additional includes were forwarded to DHFW for inclusion in the guideline. Awaiting finalisation by DHFW.	Vide memo no. SUDA-Health/DFID/04 dt. 16.04.2004. ✓
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Process has already been started by CCC, SUDA.	
5.	Sensitisation to ULBs on project proposal and guidelines	Out of 11 ULBs, 10 already been sensitised and guidelines explained.	Remaining one will be completed by June, 2004. (Bishwam)

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Sl. No.	Activities	Achievement	Remarks
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Health at State level	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary (Project) & Programme Director , SIP & HSDI as a member of the Apex Advisory Committee	Already co-opted.	
8.	Preparation of micro-projects by ULBs		
8.1	Format prepared by DHFW & CCC for writing project proposal by the ULBs	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/ 813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	4 ULBs have been sensitised on 05.05.2004, out of them 3 submitted 1 st draft to CCC as on 28.05.2004 and rest one will submit by 1 st week of June, 2004. Another group of 5 ULBs have been sensitized on 27.05.2004 and the tentative date for submission has been fixed by 3 rd week of June, 2004. The rest 2 ULBs will be sensitised shortly.	and will submit 1 st draft by June 14. → (201 pm & 214 pm)
8.3	Approval of Project Proposal by CCC & DHFW	Not applicable at present.	
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	
10.	Integration of the said Pilot Project with Dept. of Health & FW	Process has already been started.	
10.1	Sensitisation of Programme Officers at State Level	Will be conducted jointly with DHFW by June, 2004.	

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