

-1-

w.r.t to several discussions in the State level VBD meeting, it has been felt that there is a requirement of reviewing the preparedness activity of VBDs for various ULBs and thereby strengthening the programme implementation further.

In this regard a review meeting has been planned to be held in conference hall of SUDA on 24.05.18 and 25.05.18 including following 4 persons of 68 ULBs (list enclosed): -

- i) CIC, Health
- ii) CIC, conservancy
- iii) E & SI
- iv) Nodal officer - VBD

The meeting will be collaborated with the officials of DAFW.

A letter has been drafted to send to ULBs.

Draft letter is placed for kind approval and signature.

Director

CPHO  
16/5/18

12/5/18

Placed Annexure the minutes of the meeting held at SUDA conference Hall on 26/5/18 and 27/5/18 for the review on preparedness of vector borne diseases & the high risk VLbs.

Submitted for kind perusal.

~~Deputy Director.~~

~~Director~~

~~DD~~

~~CPHO~~

APD (SB)

~~Shri.~~  
14/6/18

~~[Signature]~~  
14/6/18

~~[Signature]~~  
15/6/18

~~[Signature]~~  
15/6/18

Please circulate to all concerns

~~[Signature]~~  
18/6/18



NOTE SHEET



Based on the analysis of H-E-H data and other monitoring reports, as discussed in the last state level VSD meeting following points were raised: -

- 1) In many ULBs, larval density are being underreported as compared to the reports of District Entomologists
- 2) Under reporting of fever cases was observed in many ULBs in comparison to expected cases/cases reported in Hospitals.
- 3) Risk site management /ATR of alert are not regularly reported.

Based on these findings, a system of monthly meeting may be considered based on previous month's findings to selective ULBs.

Hence a meeting may be conducted at SUDA on 12th July 2018 at 2.30 PM in the Conference Hall, SUDA.

X The nodal person from VSD/Health officer (any one) from 20 selected ULBs may be invited along with monitoring officers of UD & MA Dept and officials of DHFW.

Draft letter is placed for kind approval & signature please

~~Dy Director~~

The work may kindly be pursued, if the proposal <sup>be</sup> approved <sup>CPHO</sup> draft letter may be <sup>27/7/18</sup> sign

~~Director~~

~~DD.~~

officer

27/7/18

Placed here with the minutes of the meeting held at SUDA conference hall on 12/7/18 on the review of preparedness & Control of VBS. in the high risk ULBs.

Base  
12/7/18

~~CPHO~~

The minutes of the <sup>said</sup> meeting may be kindly approved

~~Dy Director~~

12/7/18  
23/7/18

~~Director~~

28/7/18

Based on the analysis of H-t-H report of July 2018 and recent upsurge of four cases, a meeting may be conducted with selected high risk ULBs on 10.08.2018 (list attached) at 2.PM at conference Hall SUDA.

Nodal officer/Health officer from selected ULBs may be invited along with respective monitoring officers of UD & MA Dept and officials of Dept of Health & Family Welfare.

Draft letter is placed for kind approval and signature please.

~~Dy. Director~~

May be Signed

CPHO  
6/8/18

06/8/18

~~Director~~  
D.D  
CPHO

6/8/18  
at home

Sub: Meeting at "Subhanna Conference Hall"  
on 14th August, 2018 at 3 P.m  
in connection with prevention of  
Vector Borne Diseases.

A meeting will be convened at  
"Subhanna Conference Hall" on the above  
mentioned date & time with the  
ULBs of North 24 Pgs District in  
connection with prevention of VBDs.

As instructed, the draft letter is placed  
herewith for signature of Director,  
SUDA, if approved.

~~Dy. Director~~

~~Signature~~  
09.08.18

May be signed

09/08/18

~~Director~~

09/8/18

~~PO(A)~~

09/8/18

As per instruction, Draft resolution of the meeting of Hon'ble MIC, UD & MA Department with the ULRs of North 24 Parganas at Subkhra on 14.08.2018 in connection with Vector Borne Diseases is placed at Flag - "A" for kind perusal and approval of the appropriate authority. Submitted.

Dy. Director.

Draft:-

0522mm  
17.08.18

A resolution of the meeting of Hon'ble MIC, UD & MA Deptt. with the ULRs of N. 24 Parganas may kindly be perused & if approved may kindly be signed.

17/8/18

~~Dy. Director~~  
AD

as amended.

Amun  
27/8/18

- 7 -

On the basis of analysis of one/more of the following indicators 55 wards of 15 ULBs may be considered vulnerable for VBD: - (enclosed)

- i) Recent upsurge of Dengue cases
- ii) Fever Alert on H-t-H
- iii) High Larval density ~~or~~ as reported on H-t-H
- iv) Environmental risk site data

Hence a meeting may be conducted to address the above issues to the committees of respective wards of ULBs in presence of personnel of VDS MA dept and DTFW.

The meeting may be organised on 30.08.18 from 11 AM to 1 PM at Mahanayak Mancha, Unnayan Bhawan, KMDA, Salt Lake.

Submitted for kind approval & necessary instruction

By Director

h  
C/40  
28/8/18

Alert - received from DTFW ~~for the~~ <sup>on the basis of H2H,</sup> ~~last~~ <sup>last</sup> - fortnight, ~~and~~ <sup>analyzed</sup> & below mentioned observations as follows in certain ULB's:

- (i) Recent upsurge of Dengue cases.
- (ii) Fever alert - on the basis of data ~~being~~ analyzed.
- (iii) Heavy larval density on certain ULB's.
- (iv) Environmental risk factors

Now a meeting may be convened with the committees of the respective ULB's on 30/8/18 at 11.00 am if approved.

HA may be requested to make arrangement of refreshment - of about 200 wards.

Maharaja Mancha (Meeting Hall of KMDA) may booked on the said date & time.

Commissioners/cic/mic Health, Noda office of Health too may be requested to remain present in the meeting.

Put up for KMDA approval

*[Signature]*  
28/10/18

Meeting may be convened with vulnerable wards Date & time may be fixed. Commissioners/cic/nodal officers may be called.

Commissioners of high risk wards of kmc and esp ULBs of north 24 paraganas as per *[Circular]* state VBD control plan 2018 may also be called

28/10/18

*[Signature]*  
28/10/18

~~Director~~

~~Principal Secy~~


Director, H&B SUDA

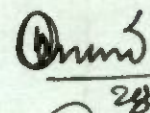
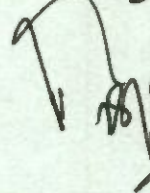


As approved at NSP-8, a meeting will be held at Mahanayak Mancha, Ushayan Bhavan with 13 ULBs on 30.8.18 at 1pm. ~~There~~  
Draft letter is placed herewith for signature, if approved.

~~Dy. Director~~

In continuation to ~~the~~ page - ~~28/08/18~~  
Draft letter put up for ~~the~~ signature.

  
28/8/18

  
28/8/18  


~~Director~~  
~~DD~~  
~~DD(1)~~

10

Meeting of Hon'ble MIC, UD & MA will be held at Mahanagar Mancha on 30.08.18 at 1PM regarding to control of VBD.

(A) For registration of participants of 13 ULBs, the following persons may be entrusted.

- Debjoy Jot Das
- Sasanka Sekhar Mazur
- Paromita Guha
- Sampad Ganguly
- Jayanta Byapari
- Tanmoy Ganguly
- Gobindochand Das

They may be informed for taking the responsibility.

(B) The following officials of Health wing, SUDA are requested to participate in the meeting.

- i) EPHO
- ii) APO (Dr. De)
- iii) APO (Dr. Basu)
- iv) Entomologist - Paritosh Adhikari
- v) FO (H)

2 Dr. Goshwami

29.08.18

Proposal "A" & "B" may be approved

& show to all concern

29/8/18

29/8/18

Pl. Show to all concern

Dy. Director

Director

29/8/18

29/8/18

29/8/18

29/8

29/8/18

29-08-18



NOTE SHEET



Draft

A Resolution of the meeting of Hon'ble MIC, UDL MA Dept. held on 14.08.18 is placed herewith for kind perusal & approval.

May kindly be signed

*[Signature]*  
06.09.18

*[Signature]*  
06/9/18

May be approved

U.O. No. SUDA: 574

Prepared by *[Signature]* Dated 06.09.2018

*[Signature]*  
06/9/18

JMIC, UDL MA

*[Signature]*  
7/9/18

Urban Development Deptt.

U/O No. 1665

Dt. 10-09-18

*[Signature]*  
11/9/18

Director, SUDA

Pi circulate to all concerned.

06/13/19

Pi. Do as directed.

*[Signature]*  
14/9/18

Draft letter is placed herewith for signature, if approved.

*[Signature]*  
14-09-18

Draft - may be signed if approved

*[Signature]*  
14/9/18

M. Commis...

11.4.19

14/9/18

~~Dy. Director~~

~~Director~~

~~Prepared by~~

~~[Signature]~~

~~[Signature]~~

~~Dy. Director~~

~~Director~~

~~[Signature]~~

W.R.T. No. 120-HFW-18049/3/2019-PHP dated 07.03.2019 from Additional Secretary to the Govt. of West Bengal, DHFW to Director, SUDA, following actions points are emphasized:

1. House to House Survey will start in all ULBs from 1<sup>st</sup> June, 2019.
2. VCT work in vulnerable wards will start from 1<sup>st</sup> May, 2019 and in non-vulnerable wards from 1<sup>st</sup> June, 2019.
3. Training of Vector Control Team and H-t-H team will be completed by May 2019.

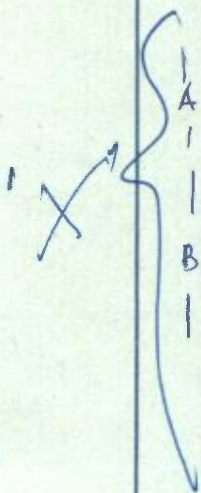
In the light of the above points it has to be noted that SUDA has already completed training of master trainer on Vector Control in all ULBs. In order to further standardize the VCT training activity, a simple yet comprehensive VCT training manual in Bengali has been developed by Health wing of SUDA. The same has been vetted by Dept. of Health & Family Welfare on technical aspects.

Now the manual is ready for printing, may be after inclusion of a preface from Hon'ble MIC & Principal Secretary, UD&MA Department.

Hence, the manual is placed herewith for necessary instruction.

Also as declared by DHFW, the vulnerable ULBs may be oriented/sensitized involving CIC Health/CIC Conservancy/Health Officer/SI in the middle of June on the basis of overall preparedness plan and data analysis of initial rounds of House to House and VCT activity.

Submitted for kind approval and necessary instruction on 'A' and 'B'.



SD

"X" may be approved 8/3/19

W/O 8/3/19

Director  
Pr. Secretary  
UD & MA Dept

Training manual for vector control training may be approved for printing.

Director, SUDA

sdg 18/3

sdg 15/3/19  
18/3/2019

Enclosed at CP side a quotation from Basumati Corporation Limited for printing of Training Manual on Vector Control.

As per the estimate the total costs amount to be Rs 3,13,600/- (three lakh thirteen thousand and six hundred only) for 6,000 copies (6000 x 46.80 + 12% GST).

The basis of 6,000 copies is 1 copy each of each vector control team which is 2 / urban ward.

Total ward is around 2800/- hence 2800 x 2 = 5600/-  
Total copies estimated → 5600 x 1 + 400 (additional paper) = 6000

The above quotation may kindly be approved and if approved necessary instruction may be given to issue the work order for printing.

Submitted

he  
CDHO  
17/4/19

"A" may be considered

18/4/19

Make it 5650.

'A' - Approved.

18/4

20/4

"A"

JD

Director

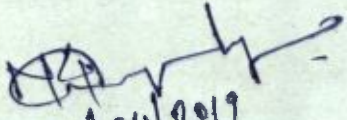
JD

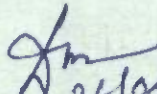
KA




As per approval, I have prepared the work order in favour of Basumati Corporation Limited for printing and supply of Mosquito Control Training manual, is placed herewith in the C.P side for kind signature.

~~H.A.~~


  
26/04/2019

  
26/04/2019.

  
26/4/19

~~JDA/JDA.~~

~~Director~~  
~~JDA~~

DDP 30/4  
  
30/4/19

~~HA~~

Sub: - Proposal for printing of 500 copies of Dengue Manual (Bengali)

Total No. of wards in 125 ULA = 2815 (Copy enclosed)

Total no. of vector control teams = 2815 x 2 = 5630

Copy to Mayor / Chairperson = 125

Copy to MIC / CIC = 125

Copy to HO / MO / NO = 125

375.

Total no. of printed copies received by SUDA = 5650

Thus an extra demand of 500 copies of the manual is currently required. Printing of 500 copies of the manual may kindly be approved.

JD Sir  
Director Madam.

Proposal may be approved

Ganguli  
12.06.19

12/06/19

Bill has been received from Basumati Corporation Limited for payment in connection with supply of Mosquito Control Training Manual related to VBD programme of SUDA. The details of the bill are given below :

Name of the Payee	Bill No. & Date	Order No.	Particulars	Amount (Rs.)
Basumati Corporation Limited	JOB/37/19-20 dated 18.06.2019	SUDA-Health/335/18 / 3512 dated 02.05.2019	Supply of Mosquito Control Training Manual for the training and other purposes of VBD programme related to SUDA health section. Total Quantity Supplied : 5650 Pcs Total Work order Value : 2,96,150.00	2,96,150.00
(Rupees Two lakhs Ninety Six Thousand One hundred Fifty) Only			Total	2,96,150.00

The bill has been checked and verified according to our office order and requirements as per work order no. SUDA-Health/335/18/ 3512 dated 02.05.2019. Stock entry certificate has been endorsed on the body of the above bill.

If approved the total amount of **Rs.2,96,150/-** (Rupees Two Lakh Ninety Six Thousand One Hundred Fifty) Only may be disburse in favour of above payee.

Submitted for kind approval.

~~H.A.~~  
~~J.D.~~

~~17.07.2019~~

~~17.07.2019~~

~~Discept~~

~~SD/FO~~

~~Acct~~

~~18/07/19~~

~~17/7/19~~

~~18/7/19~~





- 17 -  
**NOTE SHEET**



As per notes and orders at prepage

As approved at prepage, to release the payment of Basumati Corporation Limited as well as to enable this section for deposition of TDS (IT & GST) arising out of this payment to the proper authority out of scheme fund meant for Urban Primary Health Care Services (UPHCS) as detailed below, 01 (One) no. of Operator to Operator advice has been generated, approved and duly submitted to the Kolkata Pay & Accounts Office-III today electronically with the digital signature of Director, SUDA using IFMS platform of Finance Department, Govt. of West Bengal.

Accordingly, now to submit the paper copy of this advice, 02 (Two) sets of L.F. advices have been printed and placed herewith for signature of Director, SUDA please.

Sl No.	Advice ID & Date	Reference No. & Date	Particulars of Payment	Amount (in Rs.)	Scheme Name
01	69 dated 19.07.2019	20190700001487	Release of payment in favour of Basumati Corporation Limited in connection with printing and delivery of 5,650 nos. Mosquito Control Training Manual vide Invoice No.JOB/37/19-20 dated 18.06.2019 against this office Order No.SUDA-Health/355/18/3512 dated 02.05.2019.	285574	UPHCS
02			Transfer of TDS (IT & GST) from Kolkata PAO to SBI, Salt Lake arising out of above payment.	10576	
<b>Advice Total</b>				<b>296150</b>	

Finance Officer  
Director

FO

*[Handwritten signature]*  
18-07-19

*[Handwritten signature]*  
19/07/19

*[Handwritten signature]*  
19/7/19

Letter to Administrators of 8 Municipal Corporation/Municipality regarding Follow up Meeting on Vector Control at SUDA, on 07.11.19 at 11.00 AM is placed herewith for your kind signature please.

~~CPHO SUDA~~

Notes as above!

*[Signature]*  
01.11.19

The Administrators, The Nodal Officers & the Sanitary Inspectors of the following Municipal Corporation/Municipalities may be requested to attend the Review Meeting.

1. Howrah Municipal Corporation
2. Midnapore Municipality
3. Habra Municipality
4. Berhampur Municipality
5. Diamond Harbour Municipality
6. Jhargram Municipality
7. Krishnagar Municipality
8. Paschim Medinipur Municipality

If approved, the draft letter may be signed please.

~~Joint Director~~

~~Director~~

~~JD~~

~~CPHO~~

May be approved

*[Signature]*  
01/11/19

*[Signature]*  
01/11/19

Draft signed, pl. make arrangement to communicate to all concerned.

Action taken

*[Signature]*  
16/11/19

*[Signature]*  
01/11/19