

Sub: Training of FTS (8th Batch)
under CBIRC during 24-28th
November, 08.

A) Training of FTS (8th Batch) is
scheduled at ILGUS Conference hall
during 24-28th Nov. 08. The ULBs
may be communicated in this regard.
Draft letter ^(Play-A) is enclosed for signature,
if approved.

B) Xeroxing and spiral binding of FTS
training Manual in Hindi is required
for the FTS trainee participants
of Kalimpong, Kurseong & Mirik
Mpe, as they are not conversant
with Bengali.

Hence, 20 copies of the said manual
may be xeroxed and spiral bound
for distribution to the District and
9 nos. are to be kept with Health Wing
for future requirement.

M/s Bipra Traders was entrusted
with xeroxing and spiral binding
of FTS trg. Manual in Bengali.
copy of Rs. along with ~~Rs.~~ C.S
of 200 rupees received earlier (paid)
are enclosed herewith for ready
reference.

The Hindi Manual contains the
total no. of page similar to Bengali
Manual. Under the circumstances,
can we entrust ~~the~~ M/s Bipra
Traders for the job of xeroxing
and spiral binding of 20 nos. of
trg. manual.

Submitted.

31/10/08

me signed the letter by photocopying
may discuss.

31/10/08

Discussed
As proposed.
31/10/08

Director SUDA
PO(H)

Training for FTS (8th batch) scheduled during 24-28 Nov, 2008 completed.

Draft letter for engagement of FTS is enclosed for signature, if approved.

Director, SVDA

P/H

[Signature]
28.11.08

[Signature]
28.11.08

Chin
26/11/08

Bill from Bipra Traders amounting to Rs 154600 is enclosed opposite regarding supply of 20 no. Books of Training manual in Hindi version, received by us on 11/11/2008.

Forwarded for kind consideration and approval so that payment may be released. Please submitted.

P/O.

[Signature]
15/01/2009

Approval of Director, SVDA at pre-page item (D)

Rs. 1546/- (Rupees one thousand five hundred forty six) only may be released in favour of M/S BIPRA TRADERS, ON- of CSPTC fund.

Expenditure may be booked under the A/c head - "Training - FTS"

Submitted.

[Signature]
15.01.09

Director, SVDA

P/H

Verifying officer should put date under his/her signature and mention designation.

Instruction followed & submitted.

Chin
17/1/09

CA
21/1/09

Be released: *[Signature]*
Chin
19.1.09

As per notes and orders at NSP-01 and prepage

After Conducting 8th of batch of FTS training programme to the participants of 9 Nos. of ULBs namely Jhalda, Mathabhanga, Mekhligunj, Tufangunj, Mal, Kurseong, Kalimpong, Dinhata, Chandrakona Municipality during the period from 24.11.2008 to 28.11.2008, Project Officer, SUDA-Health Wing forwarded a bill of Bipra Traders amounting to Rs.1,546/- for Payment towards Xerox charges and Spiral Binding charges of Training Manuals.

Accordingly, as approved by Director, SUDA at prepage, now to release the payment in favour Bipra Traders, an account payee SBI cheque as detailed below is prepared and placed herewith for signature of Director, SUDA and Joint Secretary, M.A. Department please.

Pay order endorsed on the body of the bill is for signature of F.O., SUDA please.

Sl. No.	Name of the Party	Purpose of claim	Bill Amt. (in Rs.)	SBI Ch. No. & Date
01.	Bipra Traders	Preparation and Supply of 20 Nos. of Training Manual for the participants of 8th batch of FTS Training programme during 24.11.08 to 28.11.08 vide Bill No.BT/11(01) 2008 dt. 17.11.2008.	Rs.1,546.00	164366 dt. 27.01.09

~~F.O.~~ *Munir*
27-01-09

~~Dir SUDA~~
~~JK Secy M.A Dept~~

~~Dir. SUDA.~~

27/1/09

Chin
29/1/09

02/02/09

Training of FTS, (9th batch) is long due. The said training may be conducted during 26-30th October, 2009. The availability of training venue, at ICAOS has been confirmed by Jt. Director, ICAOS.

We may inform the URB, concerned. Draft letter is enclosed for signature, if approved.

~~Director, SUDA~~

~~AO(H)~~

Despatched.

~~AO SUDA~~
14.10.09

Chin
14/10/09

~~AO SUDA~~

Training for FTS, of Dhurgwi, Gobardanga, Jalampur and Soramukhi Mpl. scheduled during 26-30th October, 09 completed.

Draft letter for engagement of FTS is enclosed for signature, if approved, submitted.

~~Director, SUDA~~

AO(H)

Re submitted.

~~AO SUDA~~
11.11.09.

Chin
11/11/09

Training for FTSs of Duhlan and
Panskada Mpe. scheduled during
01-08 Jan, 2009 completed.

Draft letter for engagement of FTS,
is enclosed for signature, if approved.
Submitted.

~~Director, SUDA~~

~~PO/H~~

~~[Signature]~~
08.01.2010

Chief
07/1/10

~~[Signature]~~

Despatched:

This is to state that remaining two nos. of
FTSs ^{Bongayon Mpe} and 3 nos. of FTSs in Dalkhola
Mpe. have been selected by MAFHC
and vetted by the respective
BDC in its meeting.

~~Central~~ Job placement training of the
selected FTSs may be organised
centrally by SUDA as was done before
during 22-26 March '10.

Hostel accommodation for the particip-
ants have been arranged at hotel
of ILAUS after consultation with
Jt. Director, ILAUS and ICF, CMU.
Draft letter for intimating the UOs
is enclosed for signature.

~~Director, SUDA~~

~~PO/H~~

~~[Signature]~~
11.03.10

Chief
11/3/10

~~[Signature]~~

Despatched.