

State Urban Development Agency, Health Wing, West Bengal

Sub. : Sanction of Maternity Leave to Smt. Sumitra Kapuria, HHW engaged under Community Based Primary Health Care Services at Panskura Municipality.

Enclosed the copy of communication of the Chairman, Panskura Municipality bearing memo no. PM/PHC/259/2006/3334 dt. 27.07.2007^{*} addressed to the Director, SUDA with an endorsement to the undersigned on the subject of sanction of maternity leave to the HHW.

Smt. Sumitra Kapuria, HHW has applied to the Chairman, Panskura Municipality for granting maternity leave along with medical certificate for a period of four months with effect from 01.08.2007. The Chairman sought clarification with regard to (a) entitlement of paid maternity leave and (b) temporary engagement of HHW from existing panel in place of Smt. Kapuria for the period of four months with existing rate of honorarium.

In this connection, it is to mention here that the Dept. of Municipal Affairs has sanctioned paid maternity leave to honorarium based female workers of all categories at grass root level under IPP-VIII (Extn.) and RCH Sub-Project, Asansol vide no. 840/MA/C-10/3L-1/2001 dt. 25.05.2001^{**}, read with CMDA's order no. 107/CMDA/Sectt(prog)/FW(USP)/59/95 dt. 27.03.1997. ^{*}

Therefore, paid maternity leave may be sanctioned to Smt. Kapuria and a substitute HHW may be engaged from the panel temporarily during this maternity leave period to maintain continuity of the service to the population which had been covered by Smt. Kapuria. The substitute HHW may get honorarium as per existing rate @ Rs. 1000/- per month per head. The expenditure for the purpose may be booked under the A/C head "Honorarium".

The same principle may be adopted for other ULBs under CBPHC whenever required.

Submitted for favour kind approval.

[Signature]
23.08.07

In term of clause (a) of memo. no. 107/CMDA/Sectt(prog)/FW(USP)/59/95 dt. 27.3.07, female workers having been engaged for a minimum period of one year may be allowed 'paid absence of maternity'. Has Smt. Kapuria fulfilled the condition?

2. Regarding engagement of substitute, suggestion

* CP-①

** CP-②

① CP-③

U.O NO. SUDA-Health/
63 ULBs/07/39
dt. 23.08.07

Director, SUDA

as above is accepted.

Chinn
27/8/07

PO(H)

notes pre-page 2 above.

Draft letter to the chairman, Paniskere Municipality is enclosed. This may be signed, if approved.

S. Goswami
27.8.07

Director SUDA

A case of similar nature has been received from the chairman, Nabadwip Municipality. Maternity leave for 12 weeks may be allowed as per CMDA order no 107/CMO/ Sectt (Prog)/FD (USG)/59/95 dt. 27.03.1997. at clause (a).

Draft letter to the chairman, Nabadwip is also enclosed. This may be signed, if approved.

S. Goswami
27.8.07

Director SUDA

Let us request the Deptt. to extend the benefit of maternity leave to the honorarium based female workers at grass-root level under Community Based Health Programme in 63 non-kech UBS.

2. Let us request the Chairman, Paniskere to obtain medical certificate in support of application of Smt. Kapuria.

3. Pending issue of order by the Deptt.

We may communicate our opinion only re: engagement of substitute along with honorarium payment procedure.

Chinn
27/8/07

PO(H)

Instructions pre-page.

Draft letter to the chairman, Panskura Municipality is enclosed herewith for signature, if approved.

Issue of maternity leave for extending to the honorary female workers of grass-root-level in respect of

DFID assisted AMW scheme in 11 NMA/MA ULBs and CBPHE in 63 NMA/MA ULBs has been put up in a separate file for granting approval by the Dept. of MA.

Submitted.

~~Director, SUDA~~

~~PO(H)~~

~~Sybram~~
3.10.07

Chandra
3/10/07

Sub: Maternity leave application of Smt. Monika Chatterjee, NHHS and engagement of panel candidate as leave substitute.

Enclosed the communication of the Chairman, Joyngal Malipur Municipality bearing no. JMM/NHHS/377 dt. 22.11.08, which speaks for itself.

Draft letter is enclosed for signature, if approved.

In this connection, this is to mention here that the issue of Maternity leave for extending to the female grass-root level functionaries had been sent to Dept. of MA for approval. In the meantime, we have received order of MA Dept bearing no. 392/MA/CTO/35-28/2007 dt. 8.4.08 and 875/MA/CTO/35-28/07 dt. 21st August, 08. In this regard, the subject of which dealt only DFID crossed NHHS scheme but copy forwarded to the chairman of 63 CBPHCs also. We have not yet received any separate order on Maternity leave in respect of 63 non-KMA UAs implementing CBPHC.

From the above mentioned orders of MA, should we deem that this is also applicable for 63 UAs of CBPHC. Please Advise.

Submitted.

Sd/-
05.12.08.

We can follow the order of H.A. Deptt.

Union
9/12/08

* CP-①

w CP-②
A [

CP-③
+ CP-④

B [

0000-SUDA-63VIA
18/08 dt. 051208.

Director, SUDA

PO(H)

Amendment at pg. 4 bottom.

Draft letter is enclosed herewith for signature, if approved.

~~Director, SUDA~~
PO(H)

~~05/12/08~~
08.12.08

12/12/08

Despatched

~~05/12/08~~
15.12.08

Placed herewith Comm. of the Chairman, Panskura Mpl. vide no PM/PHC/259/2010 dt. 11.5.11 seeking approval for grant of Maternity Leave for 180 days in place of 135 days.

We may write to the Dept. Draft letter is enclosed for signature, if approved. Submitted.

~~Director, SUDA~~

PO(H)

Despatched.

~~03/22/11~~
30.5.11

5/5/11

~~03/22/11~~
30.5.11

Placed herewith Comm. of the Chairman, Dakshin Mpl. vide no 1557/DM/Health Wing dt. 21.3.2012 seeking for issuance of guidelines on Maternity & guard leave. We may write to the Dept. along with information to the Chairman.

Draft letters are enclosed for signature, if approved.

~~Director, SUDA~~

PO(H)

~~03/22/11~~
28.03.12

28/3/12

Sub. : Grant of paid absence on Maternity and Abortion / miscarriage to Honorary Female Staff of all categories engaged in DFID assisted HHW Scheme in 11 Non-KMA ULBs and Community Based Primary Health Care Services in 63 Non-KMA ULBs.

Maternity and abortion / miscarriage paid leave had been sanctioned to honorary female staff of all categories engaged in IPP / CUDP-III / CSIP Health Programme under CMDA vide no. 107/CMDA/Sectt.(Prog.)/FW(USP)/59/95 dt. 27.03.1997. This grant had also been extended to honorary female staff IPP-VIII (Extn.) and RCH Sub-Project Asansol vide no. 840/MA/C-10/3L-1/2001 dt. 25th May, 2001.

In terms of clause (a) of memo no. 107/CMDA/Sectt.(Prog.)/FW(USP)/59/95 dt. 27.03.1997, female workers engaged for a minimum period of one year had been allowed "Paid absence of Maternity" for a period of 12 weeks.

As per memorandum of Finance Dept., Audit Branch, Govt. of West Bengal bearing no. 3453..F dt. 28th March, 2001 period of maternity leave has been enhanced upto 135 days – vide enclosure.

The benefit of maternity paid leave for a period of 135 days and abortion / miscarriage paid leave for a maximum duration of 42 days from the date of occurrence may also be extended to honorary health staff of all categories, who have worked at least for one year, in respect of DFID assisted HHW scheme in 11 Non-KMA ULBs and Community Based Primary Health Care Services in 63 Non-KMA ULBs.

Submitted for kind approval of the Dept. of the Municipal Affairs.

U.O. 4984.
3.10.07
Director, SVD

[Signature]
3.10.07