

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

№ 86/MA/P/C-10/3S-51/2003

Dated Kolkata the 22nd January, 2004.

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

Joint Secretary to the Government of West Bengal.

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

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

Sir,

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

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

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

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

5. All concerned have been informed.

Yours faithfully,



Joint Secretary
to the Govt. of West Bengal.

№ 86/1(3)/MA/P/C-10/3S-51/2003 Dated Kolkata the 22nd January, 2004.

Copy forwarded to the :

1. Finance Department (Group 'G') of this Government.
2. Treasury Officer, _____, P.O. _____, Dist. _____
3. Principal Secretary, Health & Family Welfare Department of this Government.
- for information / necessary action.


Joint Secretary.

№ 86/2(10)/MA/P/C-10/3S-51/2003 Dated Kolkata the 22nd January, 2004.

Copy forwarded for guidance / necessary action / information to :

1. District Magistrate _____,
P.O. _____, District _____.
2. Chairperson, _____ Municipality,
P.O. _____, District _____.
3. Director of Local Bodies, Bikash Bhavan, Salt Lake, Kolkata - 91.
4. Project Manager, Change Management, Unit, SUDA.
5. Project Officer, Health, SUDA.
6. Director, SUDA, Salt Lake.
7. Shri Rajeev Dube, Special Secretary (Project) and Programme Director, SIP & HSDI, Department of Health & Family Welfare, Government of West Bengal, GN-29, Bidhannagar.
8. Shri Shibi Jose, Assistant Programme Officer, DFID, British High Commission, B-29, Tara Crescent, Qutab Institutional Area, New Delhi - 16.
9. P.S. to Minister-in-Charge / Minister-of-State of this Department.
10. P.A. to Secretary of this Department.


Joint Secretary.



Central Co-ordinating Cell (CCC) at SUDA

[Enclosure to G.O. No. 86/MA/P/C-10/JS-51/2003

Dated, Kolkata, the 22nd January, 20

Sl. No.	Category of Personnel	Qualification	Experience	No. of Post Required	Person already in place	Person to be procured	Scale of Pay (In Rs.) (If deputed from Govt.)	Consolidated Pay per month (In case of contractual engagement)
1.	Consultant	MBBS from recognised University	Should have expertise in foreign assisted community based health programmes centred through HHW system for plan formulation, implementation including training, MIES & I.E.C., overall management along with preparation of project completion report at least for 10 years.	1	Nil	1	Scale - 19 14300-4000-18300 If on deputation	14,300/-
2.	Project Officer	-Do-	Should have intimate knowledge regarding planning, implementation, monitoring & supervision of Maternity & Child Health, Reproductive Health, Public Health and adequate experience of running similar type of community based health projects in the municipalities.	1	Nil	1	Scale - 18 12000-375-18000 If on deputation	12,000/-
3.	Medical Specialist	-Do-	Should have field experience of supervision, monitoring & training in similar type of projects	2	Nil	2	Scale - 17 10000-325-15525 If on deputation	10,000/-
4.	CD Specialist	Bachelor degree from recognised University	Should have adequate knowledge of community based programme/community participation, need assessment, experience in working with community based health programme.	1	Nil	1	-Do- If on deputation	10,000/-
5.	Accounts Officer	-Do-	Should have knowledge of accounting in State Govt./Central Govt./autonomous body. Adequate experience in handling accounts independently in similar type of projects.	1	Nil	1	Scale - 16 8000-275-13500 If on deputation	8000/-
6.	MIES Officer	-Do-	Should have knowledge in handling Information System & Analysis/Progress reporting in State Govt./Central Govt./autonomous body. Adequate experience in Health Information System.	1	Nil	1	-Do-	8000/-
7.	Data Entry Operator	-Do- and Course in Computer Technology	Should have knowledge in Data Entry.	1	Nil	1	Scale - 6 3350-90-3800-6325 If on deputation	3350/-
8.	Clerk cum Store keeper	Bachelor degree from recognised University	Should have adequate knowledge and experience in office work in State Govt./Central Govt./autonomous body.	1	Nil	1	-Do- If on deputation	3350/-
9.	Attendant	School Final	Should have adequate knowledge and experience in office work.	1	Nil	1	Scale - 1 2650-55-4175 If on deputation	2650/-


 Joint Secretary

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



No.1179/MA/C-10/3S-55/2005 Part

Date :28.09.2007

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



To : The Director,
SUDA.

Sub : Man power at Headquarters for CBPIIC Services in 63 Non-KMA ULBs

Madam,

I am to enclose herewith an extract of the order in this regard for your kind information.

- 1) Kindly arrange for open advertisement for the posts from your end.
- 2) Notification for Selection Committee will be made in due course.

Yours faithfully,

S.!!
28.9.07
(Joint Secretary)

Sub : Recruitment of man-power at State Headquarter level at SUDA for implementation of CBPHC services in 63 Non-KMA ULBs.

The observation of the H & FW Department at NSP 14 and the observation of the Finance Department at NSP 16 may kindly refer.

The following set of man-power is immediately required at SUDA.

Sl.No	Post Name	Qualification	Experience	No.of Post	Monthly contractual remuneration	Remarks
1.	Project Officer	MBBS with MPH	5 Years	1	Rs.22,000/-	
2.	Asstt. Project Officer	MBBS with DPH	3 years	4	Rs.15,000/-	One APO at Headquarters and 3 APOs at 3 Regional Offices of the Directorate of Local Bodies.
3.	Finance Officer	M.Com/CA/ICWA	2 Years	1	Rs.15,000/-	
4.	MEIS Officer	Graduate with Diploma in Computer course preferably BCA/Honours in Computer Science	2 Years	1	Rs.15,000/-	
5.	Accounts Assistant	B. Com	2 Years	3	Rs.6,000/-	
6.	Computer Assistant	Graduate with Certificate course in Computer	2 Years	5	Rs.6,000/-	2 CA at Headquarters and 3 at 3 Regional Offices of the Directorate of Local Bodies.
7.	Clerk-cum-Storekeeper	Graduate S.F or equivalent	2 Years	2	Rs.6,000/-	
8.	Multipurpose Helper	Madhyamik or its equivalent	2 Years	5	Rs.4,000/-	2 MH at Headquarter and 3 at 3 Regional Offices of the Directorate of Local Bodies.

Yearly requirement of fund to fill up these posts may be as follows :-

	Rs. in lakh
P.O.	2.64
APO	7.20
F.O.	1.80
MEIS Officers	1.80
Acctt. Assistant	2.16
CA	3.60
CCSK	1.44
MH	2.40
Total	23.04

Madhyamik or its equivalent

The staff expenditure will be well within the budgetary provision of Rs.96.10 lakh as shown at CP 43 taking into account expenditure for 36 months.

For the present we may not fill up the posts of Medical Officer and Nutritionist at the Headquarters level. The recruitment may be considered after full-fledged operation of CBPHC Services in the ULBs.

The matter of inducting personnel on deputation may be a much time consuming matter. So we may go for recruitment after making open advertisement in the leading newspapers.

The mode of selection may be as follows :-

- a) Direct interview for the post of P.O. & A.P.O, F.O. and MEIS Officer.
- b) Written test and interview for the posts of Accounts Assistant, Computer Assistant, CCSK and Multipurpose Helper.

For the posts as at (a) above the Selection Committee may comprise:

- | | |
|--|-------------------|
| 1. P.D, CMU, KUSP & E.O. SS | - Chairman |
| 2. Director, SUDA | - Member |
| 3. Joint Director of Health Services as Expert for the post of P.O. & A.P.O. | - Member |
| 4. Dr. Subir Roy, SIO of NIC as Expert for the post of MEIS Officer | - Member |
| 5. Sri A. S. Mukhopadhyay, MFE, CMU, KUSP as Expert for the post of F.O. | - Member |
| 6. Dr. N. G. Gangopadhyay, Advisor, Health, SUDA | - Member |
| 7. Project Officer (Health), SUDA | - Member Convener |

For the posts as at (b) above the Written Text will be conducted by SUDA in assistance with ILGUS. Selection Committee for the said posts may comprise :

- | | |
|--|-------------------|
| 1. Director, SUDA | - Chairperson |
| 2. Dy. Director of the Dte. of Local Bodies | - Member |
| 3. Joint Secretary of M.A. Department | - Member |
| 4. Dr. Subir Roy, SIO of NIC as Expert for the post of Computer Assistant | - Member |
| 5. Joint Director, ILGUS | - Member |
| 6. Sri A. S. Mukhopadhyay, MFE, CMU, KUSP as Expert for the post of Accountant Assistant | - Member |
| 7. Project Officer (Health), SUDA | - Member Convener |

Submitted.

S 18-9-07
(Joint Secretary)

Pr. Secretary

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Pr. Secy*

*mfc
Pr. Secy*

*notes from mfc
The minimum qualifications can be modified as advised by finance Dept. The suggested selection procedure can be agreed to.*

29/9/07