

**SUDA**

**STATE URBAN DEVELOPMENT AGENCY**

**HEALTH WING  
"ILGUS BHAVAN"**

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

**SUDA-Health/DFID/04/26**

Ref No. ....

Date ..... **16.03.2004**

**From : Director, SUDA**

**To : The Manager  
Central Bank of India  
Salt Lake Branch  
Kolkata - 700 091.**

**Sub : Opening of Bank A/C for DFID assisted HHW scheme.**

Sir,

A joint Bank A/C is to be opened in your bank in the name of "HHW scheme - DFID, SUDA" which will be jointly operated by Dr. S. Goswami, Project Officer, Health Wing, SUDA and Sri S. Pal, Finance Officer, Health Wing, SUDA at the earliest. A copy of the approval from the Competent Authority is enclosed herewith.

One set of specimen signature of Dr. S. Goswami and Sri S. Pal is enclosed herewith duly attested for your necessary action.

Yours faithfully,

*Chitra*  
16/03/04  
Director, SUDA

Tel/Fax No.: 359-3184

Specimen Signature of Dr. S. Goswami, Project Officer, Health Wing, SUDA

Signature

1. 

2. 

3. 

Attested



Director,  
State Urban Development Agency

Specimen Signature of Sri S. Pal, Finance Officer, Health Wing, SUDA

Signature

1. 

2. 

3. 

Attested



Director,  
State Urban Development Agency

**Sub : Opening of Separate Bank A/C for the Project - DFID assisted HHW Scheme.**

The above mentioned Project has been launched wef 01.02.2004. A meeting chaired by MOS, MA Dept. was held at SUDA on 12.02.2004 to discuss the course of actions for implementation of the said project. The participants were the Chairman, Councillor-in-Charge of Health and Health Officers of the 11 ULBs, Secretary, MA Dept., representative from DHFW, Director, SUDA and officials from Health Wing, SUDA.

As the ULBs have started actions apropos guideline forwarded to them, expenditure for the purpose are to be met up. Unless Health Wing, SUDA receive fund from DHFW, advance cannot be released to the ULBs. Apropos decisions arrived during the meeting session of Secretary, MA Dept. and the Special Secretary Project & Programme Director, SIP & HSDI on 13.01.2004, DHFW will arrange for release of 25 % of advance.

This is to mention that the decision on Bank A/C operation jointly by the Project Officer and Finance Officer was taken in the 20<sup>th</sup> meeting of the Governing Body of SUDA. Accordingly, Health Wing, SUDA is already having separate Bank A/Cs for the earlier two projects namely IPP-VIII-(Extn.) O & M and R.C.H. Sub-Project, Asansol.

Now, a separate Bank A/C for DFID project be opened in the name of " HHW Scheme - DFID " by CCC and be jointly operated by Project Officer and Finance Officer of Health Wing, SUDA ( in GO Finance Officer has been re-designated as Accounts Officer ) to facilitate financial transaction at the earliest.

Submitted for favour of kind perusal and approval please.

\*CP-①

U.O No- SUDA-Health  
DPID/04/96  
Dt. - 20.2.04

Director, SUDA  
Secretary, MA Dept  
& Chairman, SUDA

X

*[Signature]*  
20.2.04

Notes foregoing.

Permission for opening a separate bank account as proposed at 'x' above may kindly be accorded.

*[Signature]*  
13/2/04



*[Signature]*  
Dr. Goswami, P.D.  
15/3/04  
Dir/SUDA

Approved  
*[Signature]*  
15.3.04

Letter issued to the  
CBI, Salt Lake  
for opening of  
Bank A/c by  
Director, SUDA.  
*[Signature]*  
16.3.04

today that this practice and procedure needs to be vetted by the Governing Body of SUDA.

As instructed the notes prepared by the undersigned as above may please be placed before the ensuing Governing Body's meeting for ratification with effect from October, 1998, for RCH, Asansol and December, 1998 for IPP-VIII Extension."

Accordingly, the same is being placed with G.B. for ratification.

In this connection, it is suggested that the separate Bank Account that is being maintained for IPP - VIII Extension and RCH, Asansol in Central Bank may be operated by the Health Sector. The signatories in cheques may be Adviser (Health) and Special Secretary, M.A. Department as against the present procedure of Director & C.E., SUDA and Special Secretary. All payments related to Health Sector including establishment matters will be made by Adviser (Health). This will help in operating the Health Sector independently. Health Sector should maintain a separate account which is necessary for keeping proper control on accounts of RCH, Asansol and IPP-VIII Extension. In this connection, it is brought to the notice of G.B. that the total expenditure of Health Sector in SUDA is chargeable to RCH, Asansol and IPP - VIII Extension. Health Sector will keep its own cash book and accounts separately and act independent of SUDA accounts. All necessary reports to be submitted to internal and external agencies and also to audit has to be prepared by the Health Sector. A separate internal audit for Health Sector may also be arranged.

Approved.

Bank account will be operated jointly as below:

Project Officer, IPP - VIII and Finance Officer for all expenses in connection with IPP - VIII and Project Officer, RCH, Asansol and Finance Officer for all expenses in connection with RCH, Asansol.

**Agenda on the Table :**

Govt. of India, Ministry of Health and Family Welfare sent vide their letter No. L19012/7/98-ADS (Vol. III) dated 27.01.2000, an administrative approval to the implementation of the World Bank assisted IPP - VIII Project which has been extended upto 30.6.2001. The staff position alongwith remuneration pattern approved for Project Implementation wing in that letter is as follows:

|                         |   |           |
|-------------------------|---|-----------|
| Project Officer         | - | 15,000.00 |
| Senior Engineer         | - | 15,000.00 |
| Medical Specialist      | - | 10,000.00 |
| Procurement Specialist- |   | 10,000.00 |
| CD Specialist           | - | 10,000.00 |
| Finance Manager         | - | 10,000.00 |
| MIES Officer            | - | 8,000.00  |
| P.A.                    | - | 5,000.00  |
| Clerk (2)               | - | 7,000.00  |
| Attendant               | - | 4,000.00  |

Considering emergency and as the project is going to be closed in June, 2001, engagement of staff may be taken up in anticipation of approval by Finance.

*Sdf* 28.4.2000.

**(P.K.Pradhan)**

Chairman, SUDA &  
Secretary, M.A. Deptt.

SATYA

