



রাজ্য নগর উন্নয়ন সংস্থা

STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ
“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

SUDA-Health/

17.03.2020

ক্রমিক নং

তারিখ

The Principal Secretary,
Department of Health & Family Welfare,
Govt. of West Bengal,
Swasthya Bhaban,
Salt Lake, Sector -V, GN - 29,
Kolkata - 700091.

Sub: Recruitment of HHWs in ULBs and other issues

Dear Sir,

I am to draw your kind attention regarding the service matters of the Honorary Health Workers (HHW) attached to different primary Health Care Schemes in urban areas of the state under CBPHCS, UPHCS, and NUHM.

The matter is related with the recruitment of HHW only in NUHM ULBs. In a recent meeting convened by the NUHM Cell, DHFW on the 10th January 2020, it was advised referring the Memo No HFW/NUHM/553/2015/2093 dt 15.09.16. not to engage HHW further in the ULBs covered under NUHM. But this advisory may not cover the remaining ULBs where HHWs have been recruited either under CBPHCS or UPHCS.

Although, it was decided in 2016 by DHFW that existing HHWs will function against the sanction post of ASHA, the disparity in job responsibility, service benefit including remuneration and incentive still exists.

In view of the above, the following issues needs to be settled at the earliest:

1. Determination of area for HHW/ASHA.
2. Age of recruitment and service tenure.
3. Training of HHW – It is reported that HHWs under NUHM ULBs are undergoing training but no communication has been received by SUDA from DFHW including ULB wise training coverage of HHWs. It is also not yet decided whether HHWs not covered under NUHM will get such training.
4. Remuneration & Incentives

So, I seek your kind guidance regarding the matter as under reference in the above to address the problems of the HHWs.

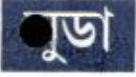
With regards,

Principal Secretary,
Dept. of UD & MA
Govt. of West Bengal

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408



রাজ্য নগর উন্নয়ন সংস্থা



STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ
“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

SUDA-Health/

17.03.2020

ক্রমিক নং

তারিখ

The Principal Secretary,
Department of Health & Family Welfare,
Govt. of West Bengal,
Swasthya Bhaban,
Salt Lake, Sector -V, GN - 29,
Kolkata - 700091.

Sub: Recruitment of HHWs in ULBs and other issues

Dear Sir,

I am to draw your kind attention regarding the service matters of the Honorary Health Workers (HHW) attached to different primary Health Care Schemes in urban areas of the state under CBPHCS, UPHCS, and NUHM.

The matter is related with the recruitment of HHW only in NUHM ULBs. In a recent meeting convened by the NUHM Cell, DHFW on the 10th January 2020, it was advised referring the Memo No HFW/NUHM/553/2015/2093 dt 15.09.16. not to engage HHW further in the ULBs covered under NUHM. But this advisory may not cover the remaining ULBs where HHWs have been recruited either under CBPHCS or UPHCS.

Although, it was decided in 2016 by DHFW that existing HHWs will function against the sanction post of ASHA, the disparity in job responsibility, service benefit including remuneration and incentive still exists.

In view of the above, the following issues needs to be settled at the earliest:

1. Determination of area for HHW/ASHA.
2. Age of recruitment and service tenure.
3. Training of HHW – It is reported that HHWs under NUHM ULBs are undergoing training but no communication has been received by SUDA from DFHW including ULB wise training coverage of HHWs. It is also not yet decided whether HHWs not covered under NUHM will get such training.
4. Remuneration & Incentives

So, I seek your kind guidance regarding the matter as under reference in the above to address the problems of the HHWs.

With regards,

Principal Secretary,
Dept. of UD & MA
Govt. of West Bengal

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408

Resolution of Meeting between SUDA & NUHM

CP#D
P1 pnt w/p
with 2016 mem
of D#FW .
A

Date: 10th January, 2020

Venue: Board Room 4th Floor, Swasthya Sathi, Swasthya Bhawan

A meeting was held on 10th January, 2020 with SUDA at state level.

Participants of the meeting


- I. Md. Ghulam Ali Ansari, IAS, Mission Director, NHM, & Secretary, Health & Family Welfare Department, Government of West Bengal
- II. Sri Ajay Kr. Chakraborty, Director of Health Services, Government of West Bengal
- III. Sri Sumit Gupta, IAS, Addl. Mission Director, NHM, & Joint Secretary, Health & Family Welfare Department, Government of West Bengal
- IV. Smt. Debarati Dutta Gupta, WBCS (Exe.), Director, State Urban Development Agency, West Bengal
- V. Sri Sujit Kumar Khan, Director, State FMG & Special Director, SFWB, Health & Family Welfare Department, Government of West Bengal
- VI. Dr. Asim Kumar Dasmalakar, State Family Welfare Officer & Jt. DHS (FW), Health & Family Welfare Department, Government of West Bengal
- VII. Sri Mriganka Biswas, Sr. Accounts Officer, NHM, Health & Family Welfare Department, Government of West Bengal
- VIII. Dr. Saswati Nag, State Nodal Officer, NUHM, Health & Family Welfare Department, Government of West Bengal
- X. Dr. Malay Patra, Chief Public Health Officer, State Urban Development Agency, West Bengal
- XI. Dr. Sunanda Basu, Public Health Officer, State Urban Development Agency, West Bengal
- XII. Pratap Majumder, State Urban Health Planning Manager, NUHM
- XIII. Dr. Mitali Sen, Consultant CP, NUHM
- XIV. Dr. Srabani Pal Chowdhury, Consultant, NUHM
- XV. Suman Palit, State Finance Manager, NUHM

Following decisions were taken in the meeting:

1. The Honorary Health Workers are currently undergoing the 1st round training under 6th and 7th module in accordance with guidelines issued by the GOI. As a matter of policy, the health workers will be entitled to a service based incentive, after completion of the 1st round training. But it has been observed from the Human Resource Data available from the Urban Local Bodies, that there is an existing disparity in the number of Honorary Health Workers across the municipalities. In this connection an advisory was issued vide no. HFV/NUHM/553/2015/2903 dated 15/09/2016 by the Health & Family Welfare Department not to further engage Honorary Health Workers. But as observed, HHWs have been engaged after issuance of this advisory. As discussed in the meeting rationalization of the number of HHWs in the municipalities is required to match the population norm as per GOI. Pending the exercise, this order was further reiterated in the meeting and Director State Urban Development Authority (SUDA) was advised for giving effect to the earlier order mentioned above. In the same time she was also requested to furnish information to the Health & Family Welfare Department on the existing number of Honorary Health Workers and number of HHWs whose retirement is due by 31st December 2020.

2. Director SUDA, WB also requested to devolve NUHM funds directly to the 6 Municipal Corporations as SUDA is having no access to the service data and facing problem in monitoring the financial performance in comparison to physical performance. Accordingly it was decided that a proposal to this effect may be moved for consideration and approval of the appropriate Authority. Thereafter, SPMU may henceforth allot NUHM funds to the six Municipal Corporations through concerned District Health & Family Welfare Samity instead of devolving through SUDA. The Municipal Corporations would then submit Financial monthly report (FMR) to SPMU, NUHM through respective district.

The meeting ended with thanks to and from the chair.


Mission Director, NHM
& Secretary H& FW, WB

Health & Family Welfare Department
Swasthya Bhavan, 'B' Wing (4th Floor)
GN-29, Sector V, Salt Lake,
Bidhannagar, Kolkata-700 091.
Phone: 033-2357 3625 Fax: 2357 7909
e-mail: mdnrhm@wbhealth.gov.in/cfw@wbhealth.gov.in

Memo No.HFW/NUHM-469/2016/4287

Date: 24.01.2017

From: Sanghamitra Ghosh
Mission Director, NHM,
Health and Family Welfare Department,
Government of West Bengal.

To: 1) Secretary, Department of Municipal Affairs, Govt. of West Bengal
2) Commissioner, Kolkata Municipal Corporation
3) Director, State Urban Development Agency
4) Chief Medical Officer of Health (All Districts)

Sir,

It has already been decided by this Department that the existing Community Health Worker (CHW), such as First Tier Supervisor (FTS) and Honorary Health Worker (HHW), engaged under various schemes in different ULBs will continue to function under NUHM framework. New ASHA will also be recruited where the number of existing HHW is less than the sanctioned number of ASHA under NUHM.

A detailed job responsibility has been prepared for HHW/ASHA and given in the Annexure. The activity list in the Annexure has 2 categories.

The activities mentioned at category -1 of Annexure will be performed by both ASHA and HHW. For these activities ASHA will draw an incentive of Rs. 1000/- per month and HHW will continue to draw only the honorarium they are currently drawing i.e. Rs. 3125/- per month.

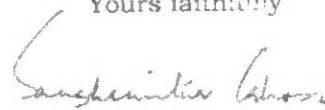
For activities listed at Category - 2 in the Annexure, both HHW and ASHA will earn performance-based incentives.

The FTSs, for their supervisory function, will draw an additional honorarium of Rs. 1500/- per month, over and above the honorarium they are already drawing.

This honorarium and incentives package will come into effect from a date to be subsequently notified by this Department.

Encl: Annexure-I— Job responsibility
of HHW and ASHA

Yours faithfully



(Sanghamitra Ghosh)

Copy forwarded for information to:

1. Director Health Services, Govt. of West Bengal
2. Commissioner, Municipal Corporation (Howrah MC/ Bidhannagar MC/ Chandannagar MC/ Asansol MC/ Durgapur MC/ Siliguri MC)
3. State Family Welfare Officer, Govt. of West Bengal
4. CMHO, Kolkata Municipal Corporation
5. Executive Officer, Municipality (Raigunj / Islampur / Kaliagunj / Balurghat / Gangarampur / English Bazar / Old Malda / Krishnagar / Kalyani / Nabadwip / Santipur / Chakdah / Gayeshpur / Haringhata/ Ranaghat / Maheshtala / Diamon Harbour / Rajpur Sonarpur / Budge budge / Baruipur / Burdwan / Kalna / Katwa / Rampurhat / Suri / Bolpur / Medinipur / Jhargram / Kharagpur / Ghatal / Tamralipta / Haldia / Contai / Panskura / Alipurduar / Berhampur / Dhulian / Jangipur / Azimgunj Jiagunj / Kandi/ Coochbehar/ Jalpaiguri/ Darjeeling / Barasat / Basirhat /Bhatpara / Habra / Ashoknagar Kalyangarh / Bangaon / Baranagar / Barreckpore / Dundum / Halisahar / Kamarhati / Kanchrapara / Khardaha / Madhyamgram / Nathati / North Barrackpore / North Dumdum / Panihati / South Dumdum / Titagarh / Baduria / New Barrackpur / Garulia / Uluberia / Hooghly Chinsurah /Dankuni / Baidyabati / Bansberia / Bhadreswar / Champdani / Rishra / Serampore / Uttarpara Kotrang / Arambag / Konnagar / Bankura / Bishnupur / Purulia)
6. Sr. PA to Additional Chief Secretary to the Govt. of West Bengal, Department of Health and Family welfare for kind information of Principal Secretary
7. State ASHA Cell, Health & Family Welfare Department, Govt. of West Bengal
8. IT Cell, Swasthya Bhawan for web posting
9. Guard file

Yours faithfully,



State Nodal Officer

Job Responsibilities

The activities mentioned at **Category I** will be performed by both ASHAs and HHWs. For this, ASHAs will draw an incentive of Rs. 1000/- per month. For this set of activities, the HHWs will continue to draw only the honorarium they are currently drawing, ie. Rs. 3125/- per month

Category I

- Home visit to each vulnerable families within her area fortnightly
- Motivate the community to avail health services – collection of data and filling up of Family Schedule/ Household Register-
 - Line listing of households done at beginning of the year and updated every six months
 - Maintaining uniform records as per the desired norms like Household Registers, Meeting Minutes, Outreach Camps Registers and the like by both HHW and ASHA
 - Preparation of due list of children to be immunized updated on monthly basis
 - Preparation of due list of ANC beneficiaries to be updated on monthly basis
 - Preparation of list of eligible couples updated on monthly basis
- Treatment of minor ailments at door step, distribution of drugs for three days maximum
- Identification of danger signs of pregnancy and its referral
- Act as depot holder of ORS, Nirodh, OCP, Iron Folic Acid tablet etc.,
- Counseling on child nutrition and immunization,
- Organizing monthly meeting with adolescent girls pertaining to Menstrual Hygiene
- Counseling adolescents for physical, psychological and nutritional growth
- Mobilizing and attending outreach sessions or Urban Health and Nutrition Days
- Convening and guiding monthly meeting of MAS
- Promotion of IEC activities including group discussion with the community on awareness generation towards Primary Health Care, Public Health and National Health Programmes,
- Assisting implementation of ongoing National Health Programmes.
- Preparation and submission of fortnightly HMIS report.
- Ensure community participation.
- Organize at least two meetings in the community of her catchment area per month

The activities listed at **Category II** are to be performed by both ASHAs and HHWs and for these activities, both will earn performance-based incentives at similar rates.


Category II

- Registration of pregnant women within 12 weeks
 - Has to register of a pregnant woman within 12 weeks of her pregnancy to an FTS/ASHA Supervisor/ ANM either in UPHC or in UHND
 - help her to be included in JSY (if applicable)
- Complete immunization for a child under one year
- ~~➤ Gather the children for immunization on the immunization day of PHC and also on the UHND~~
 - Ensure that all children up to 1 yr get complete immunization(as per govt. order) in due time
- Has to ensure that every pregnant woman whose name has been registered within 12weeks, get the total services during pregnancy [minimum 4 ANC check-up during pregnancy, 100 IFA tablets, TT (twice or Booster), Blood test, urine test]
- Facilitating institutional delivery
- Report death of women (15-49 years age group)
 - Besides Health Centre, if there is any maternal death, HHW/ASHA should provide the information to FTS/ASHA Supervisor/ANM.
- Up to 42days HHW/ ASHA has to visit on the day (1st, 3rd, 7th, 14th, 21st, 28th & 42nd for home delivery and 3rd, , 7th, 14th, 21st, 28th & 42nd for institutional delivery-govt/non-govt.).
- In case of home delivery, ASHA has to visit to check-up the child within 24hours of birth and provide necessary post-delivery suggestions to the new mother
- Take birth weight immediately after birth in case of Home delivery
- Undertaking six (in case of institutional deliveries) and seven (for home deliveries) home-visits for the care of the new born and post-partum mother
- Ensuring monthly follow up of low birth weight babies and new born discharged after treatment from Specialized New Born Care Units
- Report death of Child up to 5 years

Plam

Dr. Tapan Kumar Saha
State Nodal Officer
National Urban Health Mission
Health and Family Welfare Department
Government of West Bengal

- Besides health centre if there is any child death (up to 5 yrs), the information will be provided by HHW/ASHA to FTS/ ASHA Supervisor/ANM filling in a form and submitted
 - Ensure that all children from 1yr to 2yrs get complete immunization(as per govt. order) in due time
 - Family planning
 - Ensuring spacing of 2 years after marriage
 - Ensuring spacing of 3 years after birth of 1st child
 - Ensuring a couple to opt for permanent limiting method after 2 children
 - Counseling, motivating and follow up of the cases for Tubectomy
 - Counseling, motivating and follow up of the cases for Vasectomy/ NSV
 - Social marketing of contraceptives as home delivery through HHW/ASHA
 - Escorting or facilitating beneficiary to the health facility for the PPIUCD insertion
-


Dr. Tapan Kumar Saha
State Nodal Officer
National Urban Health Mission
Health and Family Welfare Department
Government of West Bengal

GOVERNMENT OF WEST BENGAL
HEALTH & FAMILY WELFARE DEPARTMENT
NATIONAL HEALTH MISSION (NHM)
GN -29, 1ST FLOOR, GRANTHAGAR BHAWAN,
SWASTHYA BHAWAN PREMISES, SECTOR -V
SALT LAKE, BIDHANNAGAR, KOLKATA - 700 091.

☎ 033 - 2333- 0432, ☎ 033 - 2357 - 7930,
Email ID: spmuhm@gmail.com; website: www.wbhealth.gov.in

Memo No. HFW/NUHM-469/2016/ 3413

Date: 9.11.2016

From : Sanghamitra Ghosh
Mission Director, NHM,
Health and Family Welfare Department,
Government of West Bengal

To : Secretary,
Department of Municipal Affairs,
Govt. of West Bengal

Sir,

You are aware of the fact that there is provision for engagement of ASHA under NUHM as Community Health Worker. The ULBs under NUHM already have such type of workers namely HHW & FTS. Now, to utilize the existing workforce under NUHM, it has been decided by the Health & Family Welfare Department with the approval of the highest authority that existing HHWs will function against the sanctioned number of ASHA. New ASHA will only be engaged in the ULBs where the number of existing HHWs is less than the sanctioned number of ASHA. Henceforth, HHW and ASHA will function as Community Health Worker (CHW) in all the ULBs under NUHM (this office Memo No. HFW/NUHM/553/2015/2903 dated 15.09.2016, copy enclosed)

At present existing HHWs are getting a monthly honorarium of Rs. 3125/- out of state budget whereas ASHAs will earn incentive on the basis of performance and a fixed honorarium of Rs. 1500/- per month. Thus to keep parity between the work profile and monthly earnings of HHW and newly recruited ASHAs, it has been decided by the competent Authority that the existing HHWs will also earn some performance-based incentives. Accordingly, the job-responsibility for the existing HHWs and ASHA to be engaged has been drafted by us. You are requested to have the draft examined and revert to us with your views.

You are also aware that as per the NUHM framework, one ASHA/ HHW will serve 1000 vulnerable population. Therefore, the area of work on the field will have to be specifically assigned for each CHW. In this regard, the concerned ULBs may be requested from your end, with an intimation to us, to demarcate the field area for each CHW.

Yours faithfully


(Sanghamitra Ghosh)

Enclosure: as above (3 no. of pages)

Job Responsibilities

The activities mentioned at **Category I** will be performed by both ASHAs and HHWs. For this, ASHAs will draw an incentive of Rs. 1000/- per month. For this set of activities, the HHWs will draw the remuneration they are currently drawing, ie. Rs. 3125/- per month

Category I

- Home visit to each vulnerable families within her area fortnightly
- Motivate the community to avail health services – collection of data and filling up of Family Schedule-
 - Line listing of households done at beginning of the year and updated every six months
 - Maintaining records as per the desired norms like Household Registers, Meeting Minutes, Outreach Camps registers
 - Preparation of due list of children to be immunized updated on monthly basis
 - Preparation of due list of ANC beneficiaries to be updated on monthly basis
 - Preparation of list of eligible couples updated on monthly basis
- Treatment of minor ailments at door step, distribution of drugs for three days maximum
- Identification of danger signs of pregnancy and its referral
- Act as depot holder of ORS, Nirodh, OCP, Iron Folic Acid tablet etc.,
- Counseling on child nutrition and immunization.
- Organizing monthly meeting with adolescent girls pertaining to Menstrual Hygiene
- Counseling adolescents for physical, psychological and nutritional growth
- Mobilizing and attending outreach sessions or Urban Health and Nutrition Days
- Convening and guiding monthly meeting of MAS
- Promotion of IEC activities including group discussion with the community on awareness generation towards Primary Health Care, Public Health and National Health Programmes.
- Assisting implementation of ongoing National Health Programmes.
- Preparation and submission of fortnightly HMIS report.
- Ensure community participation.
- Organize at least two ward level meeting in a month

The activities listed at **Category II** are to be performed by both ASHAs and HHWs and for these activities, both will earn performance-based incentives at similar rates.

Category II

- Registration of pregnant women within 12 weeks
 - Has to register of a pregnant woman within 12 weeks of her pregnancy to an ANM either in UPHC or in UHND
 - help her to be included in JSY (if applicable)
- Complete immunization for a child under one year
- Gather the children for immunization on the immunization day of PHC and also on the UHND
 - Ensure that all children up to 1 yr get complete immunization(as per govt. order) in due time
- Has to ensure that every pregnant woman whose name has been registered within 12weeks, get the total services during pregnancy [minimum 4 ANC check-up during pregnancy, 100 IFA tablets, TT (twice or Booster), Blood test, urine test]
- Facilitating institutional delivery
- Report death of women (15-49 years age group)
 - Besides Health Centre, if there is any maternal death, ASHA should provide the information to ANM.
- Up to 42days ASHA has to visit on the day (1st, 3rd, 7th, 14th, 21st, 28th & 42nd for home delivery and 3rd, 7th, 14th, 21st, 28th & 42nd for institutional delivery-govt/non-govt.).
- In case of home delivery, ASHA has to visit to check-up the child within 24hours of birth and provide necessary post-delivery suggestions to the new mother
- Take birth weight immediately after birth in case of Home delivery
- Undertaking six (in case of institutional deliveries) and seven (for home deliveries) home-visits for the care of the new born and post-partum mother
- Ensuring monthly follow up of low birth weight babies and new born discharged after treatment from Specialized New Born Care Units
- Report death of Child up to 5 years

- Besides health centre if there is any child death (up to 5 yrs), the information will be provided to ANM filling in a form and submitted
 - Ensure that all children from 1yr to 2yrs get complete immunization(as per govt. order) in due time
 - Family planning
 - Ensuring spacing of 2 years after marriage
 - Ensuring spacing of 3 years after birth of 1st child
 - Ensuring a couple to opt for permanent limiting method after 2 children
 - Counseling, motivating and follow up of the cases for Tubectomy
 - Counseling, motivating and follow up of the cases for Vasectomy/ NSV
 - Social marketing of contraceptives as home delivery through ASHAs
 - Escorting or facilitating beneficiary to the health facility for the PPIUCD insertion
-

UPHCS ULBs

Sl. No	ULB	Sanctioned no. of HHW	Sanctioned no. of ASHA under NUHM
1	Alipurduar	39	3
2	Asansol MC	427	174
3	Baidyabati	83	23
4	Balurghat	65	38
5	Bansberia	99	63
6	Baranagar	65	29
7	Barasat	230	70
8	Barrackpore	83	51
9	Baruipur	24	16
10	Bhadreswar	115	64
11	Bhatpara	188	160
12	Bidhannagar MC	222	167
13	Budge Budge	84	12
14	Burdwan	136	46
15	Champdani	94	87
16	Chandannagar MC	93	46
17	Darjeeling	78	27
18	Dum Dum	53	49
19	Durgapur MC	229	156
20	English Bazar	71	37
21	Garulia	98	36
22	Gayeshpur	65	41
23	Halisahar	99	73
24	Hooghly Chinsurah	153	44
25	Howrah MC	515	252
26	Jalpaiguri	46	38
27	Kalyani	35	52
28	Kamarhati	140	71
29	Kanchrapara	93	29
30	Kharagpur	112	121
31	Khurdah	132	25
32	Konnagar	65	10
33	Madhyamgram	96	34
34	Maheshtala	205	144
35	Naihati	100	48
36	New Barrackpore	75	24
37	North Barrackpore	111	30

UPHCS ULBs

Sl. No	ULB	Sanctioned no. of HHW	Sanctioned no. of ASHA under NUHM
38	North Dum Dum	129	61
39	Panihati	200	116
40	Pujali	35	NON NUHM
41	Raiganj	70	74
42	Rajpur Sonarpur	173	79
43	Rishra	121	50
44	Serampore	170	60
45	Siliguri MC	244	173
46	South Dum Dum	200	65
47	Titagarh	105	82
48	Uluberia	135	166
49	Uttarpara Kotrung	130	14
50	KMC	760	1200

NON NUHM ULBS		
Sl. No.	Name of ULB	No. of sanctioned post of HHW
1	Birnagar	14
2	Beldanga	14
3	CCNA	12
4	Chandrakona	12
5	Dainhat	14
6	Dalkhola	14
7	Dhupguri	16
8	Dinhata	16
9	Egra	16
10	Gobardanga	17
11	Guskara	16
12	Haldibari	11
13	Jhalda	12
14	Joynagar	14
15	Kalimpong	21
16	Khirpai	10
17	Mal	16
18	Mathabhanga	12
19	Mekhliganj	9
20	Memari	16
21	Murshidabad	14
22	Nalhati	16
23	Raghunathpur	13
24	Ramjibonpur	11
25	Sainthia	16
26	Sonamukhi	15
27	Taki	15
28	Tarakeswar	15
29	Taherpur	13
30	Tufanganj	12
31	Dubrajpur	16
32	Kharar	10
33	Kurseong	20
34	Mirik	9
35	Pujali	29
		506

CBPHCS ULBs

Sl. No.	ULB	Sanctioned no. of HHW	Sanctioned no. of ASHA
1	Arambag	18	24 ✓
2	Ashokenagar Kalyangarh	37	74 ✓
3	Baduria	17	19 ✓
4	Bangaon	34	40 ✓
5	Bankura	28	42 ✓
6	Basirhat	38	45 ✓
7	Beldanga	14	Non NUHM
8	Berhampur	40	68 ✓
9	Birnagar	14	Non NUHM
10	Bishnupur	19	21 ✓
11	Bolpur	18	28 ✓
12	Chakdah	20	40 ✓
13	Chandrakona	12	Non NUHM
14	Contai	26	31 ✓
15	Cooch Behar	20	25 ✓
16	Coopers Camp	12	Non NUHM
17	Dainhat	14	Non NUHM
18	Dalkhola	14	Non NUHM
19	Dhulian	19	66 ✓
20	Dhupguri	16	Non NUHM
21	Diamond Harbour	16	15 ✓
22	Dinhata	16	Non NUHM
23	Dubrajpur	16	Non NUHM
24	Egra	14	Non NUHM
25	Gangarampur	18	22 ✓
26	Ghatal	17	19 ✓
27	Gobardanga	17	Non NUHM
28	Gushkara	16	Non NUHM
29	Habra	40	54 ✓
30	Haldia	45	47 ✓
31	Haldibari	11	Non NUHM
32	Islampur	17	31 ✓
33	Jangipur	20	59 ✓
34	Jaynagar Mazilpur	14	Non NUHM
35	Jhalda	12	Non NUHM
36	Jhargram	18	24 ✓
37	Jiaganj Azimganj	17	26 ✓
38	Kaliaganj	17	22 ✓
39	Kalimpong	23	Non NUHM
40	Kalna	18	28 ✓
41	Kandi	17	20 ✓
42	Katwa	24	40 ✓
43	Kharar	10	Non NUHM

CBPHCS ULBs

Sl. No.	ULB	Sanctioned no. of HHW	Sanctioned no. of ASHA
44	Khirpai	10	Non NUHM
45	Krishnagar	35	43 ✓
46	Kurseong	20	Non NUHM
47	Mal	16	Non NUHM
48	Mathabhanga	12	Non NUHM
49	Medinipur	38	63 ✓
50	Mekhliganj	9	Non NUHM
51	Memari	16	Non NUHM
52	Mirik	9	Non NUHM
53	Murshidabad	16	Non NUHM
54	Nabadwip	38	76 ✓
55	Nalhati	16	Non NUHM
56	Old Malda	20	33 ✓
57	Panskura	17	19 ✓
58	Purulia	29	46 ✓
59	Raghunathpur	13	Non NUHM
60	Ramjibanpur	11	Non NUHM
61	Rampurhat	17	32 ✓
62	Ranaghat	19	25 ✓
63	Sainthia	16	Non NUHM
64	Santipur	46	60 ✓
65	Sonamukhi	15	Non NUHM
66	Suri	18	31 ✓
67	Taherpur	13	Non NUHM
68	Taki	16	Non NUHM
69	Tamluk	22	22 ✓
70	Tarakeshwar	15	Non NUHM
71	Tufanganj	12	Non NUHM

GOVERNMENT OF WEST BENGAL
HEALTH & FAMILY WELFARE DEPARTMENT
NATIONAL HEALTH MISSION (NHM)
GN -29, 1ST FLOOR, GRANTHAGAR BHAWAN,
SWASTHYA BHAWAN PREMISES, SECTOR -V
SALT LAKE, BIDHANNAGAR, KOLKATA - 700 091.

☎ 033 - 2333- 0432, ☎ 033 - 2357 - 7930,
Email ID: spmuhm@gmail.com; website: www.wbhealth.gov.in

Memo No. HFW/NUHM-469/2016/ 3413

Date: 9.11.2016

From : Sanghamitra Ghosh
Mission Director, NHM,
Health and Family Welfare Department,
Government of West Bengal

To : Secretary,
Department of Municipal Affairs,
Govt. of West Bengal

Sir,

You are aware of the fact that there is provision for engagement of ASHA under NUHM as Community Health Worker. The ULBs under NUHM already have such type of workers namely HHW & FTS. Now, to utilize the existing workforce under NUHM, it has been decided by the Health & Family Welfare Department with the approval of the highest authority that existing HHWs will function against the sanctioned number of ASHA. New ASHA will only be engaged in the ULBs where the number of existing HHWs is less than the sanctioned number of ASHA. Henceforth, HHW and ASHA will function as Community Health Worker (CHW) in all the ULBs under NUHM (this office Memo No. HFW/NUHM/553/2015/2903 dated 15.09.2016, copy enclosed)

At present existing HHWs are getting a monthly honorarium of Rs. 3125/- out of state budget whereas ASHAs will earn incentive on the basis of performance and a fixed honorarium of Rs. 1500/- per month. Thus to keep parity between the work profile and monthly earnings of HHW and newly recruited ASHAs, it has been decided by the competent Authority that the existing HHWs will also earn some performance-based incentives. Accordingly, the job-responsibility for the existing HHWs and ASHA to be engaged has been drafted by us. You are requested to have the draft examined and revert to us with your views.

You are also aware that as per the NUHM framework, one ASHA/ HHW will serve 1000 vulnerable population. Therefore, the area of work on the field will have to be specifically assigned for each CHW. In this regard, the concerned ULBs may be requested from your end, with an intimation to us, to demarcate the field area for each CHW.

Yours faithfully


(Sanghamitra Ghosh)

Enclosure: as above (3 no. of pages)

Job Responsibilities

The activities mentioned at **Category I** will be performed by both ASHAs and HHWs. For this, ASHAs will draw an incentive of Rs. 1000/- per month. For this set of activities, the HHWs will draw the remuneration they are currently drawing, ie. Rs. 3125/- per month

Category I

- Home visit to each vulnerable families within her area fortnightly
- Motivate the community to avail health services – collection of data and filling up of Family Schedule-
 - Line listing of households done at beginning of the year and updated every six months
 - Maintaining records as per the desired norms like Household Registers, Meeting Minutes, Outreach Camps registers
 - Preparation of due list of children to be immunized updated on monthly basis
 - Preparation of due list of ANC beneficiaries to be updated on monthly basis
 - Preparation of list of eligible couples updated on monthly basis
- Treatment of minor ailments at door step, distribution of drugs for three days maximum
- Identification of danger signs of pregnancy and its referral
- Act as depot holder of ORS, Nirodh. OCP, Iron Folic Acid tablet etc.,
- Counseling on child nutrition and immunization.
- Organizing monthly meeting with adolescent girls pertaining to Menstrual Hygiene
- Counseling adolescents for physical, psychological and nutritional growth
- Mobilizing and attending outreach sessions or Urban Health and Nutrition Days
- Convening and guiding monthly meeting of MAS
- Promotion of IEC activities including group discussion with the community on awareness generation towards Primary Health Care, Public Health and National Health Programmes,
- Assisting implementation of ongoing National Health Programmes.
- Preparation and submission of fortnightly HMIS report.
- Ensure community participation.
- Organize at least two ward level meeting in a month

The activities listed at **Category II** are to be performed by both ASHAs and HHWs and for these activities, both will earn performance-based incentives at similar rates.

Category II

- Registration of pregnant women within 12 weeks
 - Has to register of a pregnant woman within 12 weeks of her pregnancy to an ANM either in UPHC or in UHND
 - help her to be included in JSY (if applicable)
- Complete immunization for a child under one year
- Gather the children for immunization on the immunization day of PHC and also on the UHND
 - Ensure that all children up to 1 yr get complete immunization(as per govt. order) in due time
- Has to ensure that every pregnant woman whose name has been registered within 12weeks, get the total services during pregnancy [minimum 4 ANC check-up during pregnancy. 100 IFA tablets. TT (twice or Booster). Blood test, urine test]
- Facilitating institutional delivery
- Report death of women (15-49 years age group)
 - Besides Health Centre, if there is any maternal death, ASHA should provide the information to ANM.
- Up to 42days ASHA has to visit on the day (1st, 3rd, 7th, 14th, 21st, 28th & 42nd for home delivery and 3rd, 7th, 14th, 21st, 28th & 42nd for institutional delivery-govt/non-govt.).
- In case of home delivery, ASHA has to visit to check-up the child within 24hours of birth and provide necessary post-delivery suggestions to the new mother
- Take birth weight immediately after birth in case of Home delivery
- Undertaking six (in case of institutional deliveries) and seven (for home deliveries) home-visits for the care of the new born and post-partum mother
- Ensuring monthly follow up of low birth weight babies and new born discharged after treatment from Specialized New Born Care Units
- Report death of Child up to 5 years

Draft

- Besides health centre if there is any child death (up to 5 yrs), the information will be provided to ANM filling in a form and submitted
- Ensure that all children from 1yr to 2yrs get complete immunization(as per govt. order) in due time
- Family planning
 - Ensuring spacing of 2 years after marriage
 - Ensuring spacing of 3 years after birth of 1st child
 - Ensuring a couple to opt for permanent limiting method after 2 children
 - Counseling, motivating and follow up of the cases for Tubectomy
 - Counseling, motivating and follow up of the cases for Vasectomy/ NSV
 - Social marketing of contraceptives as home delivery through ASHAs
 - Escorting or facilitating beneficiary to the health facility for the PPIUCD insertion

Details of HHW (UD&MA) & Urban ASHA (DHFV)

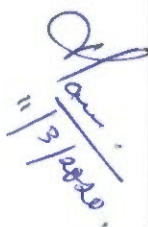
Sl. No.	Criteria	HHW	ASHA
1	Area of operation	1 HHW per 1000 - 2500 BPL population	1 ASHA per 1000 - 2500 vulnerable or slum population
2	Eligibility	Minimum Madhyamik pass or equivalent	Madhyamik appeared or equivalent
3	Age of recruitment	Should be in the age group of 25-35 years. In case SC/ST/OBC (A,B) the upper age limit shall be as per Govt. rule	In the age group of 30-40 years. In case of SC/ST the lower age limit may be relaxed to 22 years
4	Age of Retirement	60	60
5	Recruitment criteria	<ol style="list-style-type: none"> Municipal Level Health & Family Welfare Committee shoulders the overall responsibility for selection of HHWs. To prepare ward wise list of vacancy for the post of HHW by the ULB. To be selected from the slum/vulnerable population of the respective ward of the ULB where she will work as HHW. Notice to be put up in the Notice Board inviting the application from the women of slum/vulnerable population Should be married/divorced/widowed Having motivation/experience of rendering social services The issue of selection of HHWs is to be put up in the Board of Councillors meeting of the Municipality. 	<p>For rural areas :</p> <ol style="list-style-type: none"> Selection of ASHA will be done at the sub divisional level. Selection will be done by ASHA selection committee at sub divisional level comprising of the following member : <ol style="list-style-type: none"> MIC/public representative of the district - Chairperson Sub Divisional Officer (SDO) - Member Secretary. DPHNO - Member DPO (ICDS) - Member BMOH - Member After identifying the areas lying vacant and estimating the population distribution of ASHA, the no. of ASHAs to be selected is found out by the selection committee at the sub divisional level. Advertisement is given in local newspapers, poster at the BDO office, DPHC, Municipality etc. Applications are received in the BDO office and shortlisting and scrutiny done. On receiving the list of eligible candidates from BDO office an interview is to be held at the SDO office by the ASHA Selection committee. Based on the marks obtained in madhyamik or equivalent examination and scores in the interview the ASHA Selection Committee makes a final list with a panel of three candidates. The list is to be duly approved by all the members of the ASHA Selection Committee and is sent to the CMOH for further processing. The CMOH within 30 days of the receipt would sent the names along with a forwarding letter to the State Mission Director (NHM), Dept. of Health & Family Welfare, Govt. of West Bengal for final approval. <p>For Urban areas :</p> <p>At present the list of HHWs collected from ULBs by the District Health Authorities, has been sent to the State ASHA Cell. The State ASHA Cell would then send the list of eligible HHWs for ASHA module training by CINI, Kolkata.</p>
6	Job responsibilities	Flag A	

Continued →



Details of HHW (UD&MA) & Urban ASHA (DHFW)

Sl. No.	Criteria	HHW	ASHA
7	Honorarium	Consolidated honorarium of Rs. 3125/- per month and the engagement shall be for the period of 1 Financial Year and shall be continued further on the basis of satisfactory performance and approval for extension of Health programs i.e. UPHCS & CBPHCS	For Category 1 job activities (Flag A) ASHA draws an incentive of Rs. 3500 per month. For activities listed in category 2 in (Flag A) ASHA earn performance based incentives.
8	Training	Induction Training of the selected candidates for the post of HHW is conducted at ULB level for 5 days followed by engagement. On job training shall be conducted as per ASHA training module under NUHM. HHWs are not given performance based incentive after trainings.	After receiving engagement letter, the ASHAs undergo a complete residential training following the induction module training of ASHA as part of capacity building mechanism imparted by the CINI. She will be entitled for an performance based incentive only after completion of the stipulated training as per guideline.
9	Sanctioned no.	Flag B	


 11/3/2020

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA-Health/NUHM/432/16/213**Date **03.01.2017****Order****Sub. : Demarcation of field area for each of existing Honorary Health Workers (HHW) / ASHA by the ULB under NUHM.**

As per NUHM norms, one ASHA will function as Community Health Worker (CHW) and serve 1,000 – 2,500 vulnerable population i.e. slum dwellers, homeless / pavement dwellers, beggars, street children, women working as commercial sex workers, construction workers, rag pickers, rickshaw pullers, elderly poor, disabled people and people with mental illness.

The ULBs under NUHM already have such type of Community Health Workers namely HHW. As per decision, new ASHA will only be engaged in the ULBs where number of existing HHW is less than the sanctioned number of ASHA. Both HHW & ASHA will function as Community Health Workers.

Hence, you are to assign field area to the existing HHW / ASHA specifically according to ward number, number of Slums in the said ward and population of the slum as was already provided by your ULB for preparation of Project Implementation Plan and to provide list of assigned field of HHW / ASHA.


Director, SUDA**SUDA-Health/NUHM/432/16/213(90)****Dt. .. 03.01.2017**

Copy forwarded for information to :

1. The Mayor, Municipal Corporation
2. The Chairperson, Municipality
3. The Administrator, Municipality
4. The Mission Director, National Health Mission
5. The Commissioner, Municipal Corporation
6. The Executive Officer, Municipality
7. PS to the Secretary, UD & MA Department


Director, SUDA

GOVERNMENT OF WEST BENGAL
HEALTH & FAMILY WELFARE DEPARTMENT
NATIONAL HEALTH MISSION (NHM)
GN -29, 1ST FLOOR, GRANTHAGAR BHAWAN,
SWASTHYA BHAWAN PREMISES, SECTOR -V
SALT LAKE, BIDHANNAGAR, KOLKATA - 700 091.

☎ 033 - 2357 - 7928, ☎ 033 - 2357 - 7930,
Email ID: spmu.nuhm@gmail.com; website: www.wbhealth.gov.in

Memo No. HFW/NUHM/553/2015/2903

Date: 15.09.2016

From: Sanghamitra Ghosh
Mission Director, NHM,
Health and Family Welfare Department,
Government of West Bengal.

- To: 1) Secretary, Department of Municipal Affairs, Govt. of West Bengal
2) Commissioner, Kolkata Municipal Corporation
3) Director, State Urban Development Agency
4) Chief Medical Officer of Health (All Districts)

***Sub: Guideline for utilisation of existing HHW against
the sanctioned numbers of ASHA under NUHM***

Sir,

As per NUHM framework, ASHA has a significant role to play in improving health care services among urban poor. As per NUHM norms, one ASHA will serve 1000-2500 vulnerable population like slum dwellers, homeless/ pavement dwellers, beggars, street children, women working as commercial sex workers, construction workers, rag pickers, rickshaw pullers, elderly poor, disabled people and people with mental illness.

You are aware that Community Health Workers (CHW), such as First Tier Supervisor (FTS) and Honorary Health Worker (HHW) engaged under various schemes are deployed in all the ULBs approved under NUHM, except Haringhata, Kulti and Dankuni. These FTSs and HHWs perform RCH as well as Public Health activities with regard to the BPL population. Their fixed monthly honorarium is borne on the state budget. As informed by Director, SUDA, vide Memo No. SUDA-Health/411/13/269 dated 6.1.2016, there are 7701 number of CHW (both FTSs and HHWs taken together) out of which 6403 are HHWs in the ULBs approved under NUHM.

The sanctioned number of ASHAs under NUHM in these 88 ULBs is 6058. It has been decided by the Competent Authority that instead of engaging fresh ASHAs in these ULBs, the existing HHWs will be utilised against the sanctioned numbers of ASHA under NUHM.

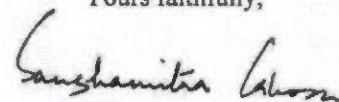
All existing CHWs will continue under NUHM as FTS & HHW and will provide services as before.

Now on the basis of existing number of HHWs in the ULBs, it has been decided that

1. In the ULBs where the sanctioned number of ASHAs is more than the existing number of HHWs, all the existing HHWs will continue against the sanctioned ASHAs, and the remaining area will be served by engaging new ASHAs.
2. In the ULBs where sanctioned number of ASHAs is less than or equal to the total number of existing HHWs, all the HHWs (even the excess number) will continue under NUHM. No ASHAs will be engaged in such ULBs at present. New ASHAs in these ULBs will be engaged only when the number of existing HHWs becomes less than the sanctioned number of ASHAs under NUHM.
3. After retirement of an HHW, her service area will be served by engaging fresh ASHA. All ASHAs will be engaged as per the guideline to be issued by the Deptt of Health & Family Welfare shortly.

This is for your kind information.

Yours faithfully,


(Sanghamitra Ghosh)

Memo No. HFW/NUHM/553/2015/2903/(9)

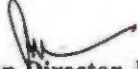
Date:15.09.2016

Copy forwarded for information to:

1. Director Health Services, Govt. of West Bengal
2. Commissioner, Municipal Corporation (Howrah MC/ Bidhannagar MC/ Chandannagar MC/ Asansol MC/ Durgapur MC/ Siliguri MC)
3. State Family Welfare Officer, Govt. of West Bengal
4. CMHO, Kolkata Municipal Corporation

5. Executive Officer, Municipality (Raigunj / Islampur / Kaliagunj / Balurghat / Gangarampur / English Bazar / Old Malda / Krishnagar / Kalyani / Nabadwip / Santipur / Chakdah / Gayeshpur / Haringhata/ Ranaghat / Maheshtala / Diamon Harbour / Rajpur Sonarpur / Budge budge / Baruipur / Burdwan / Kalna / Katwa / Rampurhat / Suri / Bolpur / Medinipur / Jhargram / Kharagpur / Ghatal / Tamralipta / Haldia / Contai / Panskura / Alipurduar / Berhampur / Dhulian / Jangipur / Azimgunj Jiagunj / Kandi/ Coochbehar/ Jalpaiguri/ Darjeeling / Barasat / Basirhat /Bhatpara / Habra / Ashoknagar Kalyangarh / Bangaon / Baranagar / Barrekpore / Dundum / Halisahar / Kamarhati / Kanchrapara / Khardaha / Madhyamgram / Naihati / North Barrackpore / North Dumdum / Panihati / South Dumdum / Titagarh / Baduria / New Barrackpur / Garulia / Uluberia / Hooghly Chinsurah /Dankuni / Baidyabati / Bansberia / Bhadreswar / Champdani / Rishra / Serampore / Uttarpara Kotrang / Arambag / Konnagar / Bankura / Bishnupur / Purulia)
6. Sr. PA to Principal Secretary to the Govt. of West Bengal, Department of Health and Family welfare for kind information of Principal Secretary
7. State ASHA Cell, Health & Family Welfare Department, Govt. of West Bengal
8. IT Cell, Swasthya Bhawan for web posting
9. Guard file

Yours faithfully,


Addl. Mission Director, NHM &
Special Secretary, West Bengal

GOVERNMENT OF WEST BENGAL
HEALTH AND FAMILY WELFARE DEPARTMENT
NATIONAL RURAL HEALTH MISSION
GN-29, SECTOR-V, SALT LAKE
KOLKATA-700091

Memo No: HFW/NRHM-20/2006/(Part II)/1631

June 27, 2012

From: Dilip Ghosh, IAS
State Mission Director (NRHM) &
Secretary to Govt. of West Bengal

To: 1. District Magistrate,District.
2. CMOH,District.

Sir/Madam,

Sub: Revised Guideline for Selection of ASHAs

In West Bengal, ASHA Programme has lived up to its role as one of the major components of NRHM. As per 2001 census, the total no. of ASHAs to be selected in West Bengal is around 61008, out of which around 46818 ASHAs have already been selected. With ASHAs being introduced as a change agent in transforming the health seeking behavior of the community, the demand for health services provided by the government is on the rise.

It has been decided to modify the guideline for selection of ASHAs. The order for revised guideline for selection of ASHAs is being issued herewith. This order supersedes all other guidelines and orders issued in this context. The revised guideline for selection of ASHAs will be effective on and from 15th July, 2012. All selections initiated from the aforementioned date onwards will follow this guideline.

You are being requested to take necessary steps regarding the same.

Thanking you,

Yours faithfully,

(Dilip Ghosh)

State Mission Director (NRHM) &
Secretary to Govt. of West Bengal


Memo No: HFW/NRHM-20/2006/(Part II)/1631/1(150)

June 27, 2012

Copy forwarded for information and necessary action to:

1. Principal Secretary, DWCD
2. Principal Secretary, P & RD
3. Director of Health Services
4. Director of Medical Education
5. Executive Director, WBSH&FWS
6. Director, SPSRC - with a request to circulate copies to all members of SPSRC
7. Joint Secretary (FW) & Additional Mission Director (NRHM)
8. Addl. DHS & SFWO - with a request to circulate copies to all members of SFWB
9. Jt. DHS, PH & CD
10. Sr. Accounts Officer, NRHM
11. DDHS, Malaria
12. DDHS, Leprosy
13. Jt. DHS, RNTCP
14. DDHS, NPCB

15. Mr. Subhra Chakraborty, PO, NRHM
16. Ms. Srabani Majumder, State NGO Coordinator
17. Dr. Kaninika Mitra, P.O. Health, UNICEF
- 19-36. Chairperson.....District
- 37-54. Deputy CMOH-III,.....District
- 55-72. DMCHO,.....District
- 73-90. DPO (ICDS) District
- 91-108. DPHNO,.....District
- 109-126. District Programme Coordinator, PMU.....District
127. All SDOs,..... Sub Division,..... District
128. All BMOHs,Block, District
- 129-143. Secretary/Director, District Training Centre (DTC's)
144. CINI-STC State Training Centre
145. PA to MIC
146. PA to MOS
147. PA to Principal Secretary
148. In charge, IT cell - with a request to upload the guideline in the website
149. Guard File
150. Office copy


(Dilip Ghosh)
State Mission Director (NRHM) &
Secretary to Govt. of West Bengal

GOVERNMENT OF WEST BENGAL
HEALTH AND FAMILY WELFARE DEPARTMENT
NATIONAL RURAL HEALTH MISSION
SWASTHYA BHAVAN, 4TH FLOOR
GN-29, SECTOR-V, SALT LAKE
KOLKATA - 700091

Memo no. HFW/NRHM-20/2006/(Part II)/1631

Dated: 27th June 2012

ORDER

Sub: Revised Guideline for Selection of ASHAs

It has been decided to modify the guideline for selection of ASHAs. This order supersedes all other guidelines and orders issued in this context.

The revised guideline for selection of ASHAs, to be effective on and from 15th July 2012, is hereby issued.

All selections initiated from the aforementioned date onwards will follow this guideline.

A. Population to be covered by ASHA:

A.1: Considering the pattern of population distribution, one ASHA is to serve 800 - 1200 population.

B. Eligibility for being an ASHA:

B.1: Should be a married/divorced or widowed woman

B.2: Should be a resident of the same village for which she will be selected

B.3: Should be within the age group of 30-40. In case of SC and ST candidates, the lower age limit may be relaxed to 22 years.

B.4: Should be Madhyamik appeared or equivalent

B.5: Women candidates who are Madhyamik pass or possessing higher qualification are also eligible. However, in case of candidates possessing higher qualification, only marks obtained in Madhyamik or equivalent examination will be considered.

C. Documents to be submitted/shown mandatorily by the applicant:

C.1: The proof of residence (Voters Identity Card/Ration Card)

C.2: Original mark sheet of Madhyamik or equivalent examination as applicable. Mark sheet is to be provided by the candidates even in case of failure in the exam.

D: Process of selecting an ASHA:

D.1: Selection of ASHA will be done at the sub division level.

D.2: Selection will be done by ASHA Selection Committee at the sub divisional level comprising of the following members:

- MICs / other public representatives of the district - Chairperson (District wise names of MICs / other public representatives of the district attached in *Annexure I*)
- Sub Divisional Officer (SDO) - Member Secretary
- DPHNO - Member
- DPO (ICDS) - Member
- BMOH of the concerned blocks - Members

- D.3: The selection would be based on
- Marks obtained by the candidate in the Madhyamik or equivalent examination (90% weightage).
 - Score in the interview (10% weightage)
- D.4: Areas where the majority of the population belongs to ST/SC, preference to be given to women from that category keeping the selection criteria (detailed in **Section B**) fixed.
- D.5: Preference to be given to Grade I and Grade II SHG members / trained dais / link workers keeping the selection criteria (detailed in **Section B**) fixed.

E: Steps to be followed for filling up of vacant areas:

E.1: A detailed analysis of area demarcated and assigned to each ASHA in the Gram Panchayat is to be taken up by the BDO and BMOH with support from BPHN and GP Supervisors of his/her block to check that the demarcation and subsequent assignment was done within the purview of the programme guideline and as per Census, 2001.

E.2: In case of any discrepancy in the allotted area, the BDO and BMOH will rationally re-allot the area to be covered by each ASHA as per the programme guideline with guidance from the District Magistrate (DM) and Chief Medical Officer of Health (CMOH).

E.3: After ensuring that the existing population distribution of the ASHAs is as per programme guideline, the areas lying vacant need to be identified along with the no. of vacancies based on which extensive publicity regarding the nature of service being sought and eligibility criteria is to be done by the BDO at the block, Gram Panchayat and the village level. The publicity will include the following:

- Advertisement in local newspapers,
- Postering at the BDO office, BPHC/RH, and Gram Panchayat office, and
- Miking at the village level.

E.4: The BDO office will receive applications from the prospective candidates. A separate register is to be maintained at the BDO office for documenting all the applications. After initial shortlisting and scrutiny at the BDO office, the list of eligible candidates along with their applications will be sent to the SDO office for final selection by the ASHA Selection Committee as stated in **Section D.2**. The BDO office will retain a receipt copy of the list of eligible candidates sent to the SDO office. All relevant documents should be maintained properly and made available for any future verification if necessary.

~~E.5: On receiving the list of eligible candidates from the BDO office, an interview is to be held at the SDO office by the ASHA Selection Committee comprising of members as stated in **Section D.2**.~~

E.6: SDO will seek the convenience of the Chairperson and convene the meeting of the ASHA Selection Committee with the members stated above in **Section D.2**.

E.7: Based on the marks obtained in Madhyamik or equivalent examination and scores in interview, the ASHA Selection Committee is to draw up a GP wise final list with a panel of three candidates for each position in **Proforma ASHA_P1** as provided by the State ASHA Cell under NRHM (attached along with this order as *Annexure 2*). All sections of the **Proforma ASHA_P1** should be properly filled up failing which the selection will not be approved at the State level.

E.8: At the SDO office, all relevant documents (e.g. list of eligible candidates received from the BDO office, photocopies of mark sheets and proofs of residence of candidates selected in the panel, etc.) should be maintained properly and made available for any future verification if necessary.

E.9: The GP wise **Proforma ASHA_P1** is to be duly approved and signed by all the members of the ASHA Selection Committee and the SDO office will send it to the CMOH for further processing.

E.10: After receipt of the approved panel in prescribed format **Proforma ASHA_P1** from the SDO office, it is to be forwarded by the CMOH, within 30 days of receipt, to the State Mission Director (NRHM), Dept. of Health & Family Welfare, Govt. of West Bengal, along with a forwarding letter, for final approval.

E.11: On receipt of the final approval from the state, the engagement of ASHA will be done by the BMOH as Member Secretary of the Block Health & Family Welfare Samiti.

E.12: Standard format for engagement will be provided by the State ASHA Cell under NRHM along with the approved list.

F. Others:

F.1: Total no. of ASHAs to be selected per block as per Census, 2001, has already been communicated to the districts vide the initiation letters issued for the different phases.

F.2: The detailed analysis of area demarcated and assigned to each ASHA in the Gram Panchayat and subsequent reallocation, if any, has to be done as per Census, 2001.

F.3: Preference as mentioned in **Section D.4** will precede that in **Section D.5**.

F.4: In case of non-availability of candidates matching the selection criteria, specific relaxations may be approved on a case to case basis by NRHM, DoH&FW, GoWB, upon submission of a written request along with requisite proof from the Block Health & Family Welfare Samiti, by the CMOH.

F.5: After receiving engagement letter from the Block Health & Family Welfare Samiti, the ASHAs will undergo a complete residential training in various rounds as part of the capacity building mechanism. She will be entitled for a performance based incentive only after completion stipulated round of training as per guideline.

F.6: The revised order for selection of ASHAs will be effective on and from 15th July 2012. All selections initiated from this date onwards will follow this guideline.

Sanjay Mitra
SANJAY MITRA^{29/6/12}
PRINCIPAL SECRETARY
DoH&FW GoWB

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091

West Bengal

Ref No. **SUDA-Health/NUHM/434/16/70(85)**

Date **30.06.2017**

From : Director, SUDA

**To : The Municipal Commissioner
Kolkata Municipal Corporation**

**: The Commissioner
..... Municipal Corporation**

**: The Chairman
..... Municipality**

Sub. : HHWs & FTSs who are utilized under NUHM.

Sir / Madam,

With reference to details of existing HHWs & FTSs submitted by your ULB in response to this office communication bearing no. SUDA-Health/NUHM/434/16/199(88) dt. 23.12.2016, I am directed to inform you that existing no. of HHWs & FTSs is freezed for your ULB as approved by the Dept. of UD & MA. ULB-wise freezing no. of HHW & FTS is enclosed at **Annexure – I**.

You are requested to follow the order bearing no. 1154/MA/C-10/3S-30/2012 dt. 09.12.2013 of the Department of Municipal Affairs (enclosed at **Annexure – II**) w.r.t. retirement of manpower and to inform SUDA accordingly within 15 days of such retirement.


Further engagement of HHW / FTS by the ULB to fill up the vacancy relating to freezing no., if any, without obtaining prior approval from SUDA shall not be allowed.

ULB-wise details of existing HHWs & FTSs is made available to NUHM, DHFW.

Thanking you.

Yours faithfully,

Enclo. : As stated.


Director, SUDA

SUDA-Health/NUHM/434/16/70(85)/1(2)

Dt. .. 30.06.2017

CC

1. The Mayor, Municipal Corporation
2. The Executive Officer, Municipality



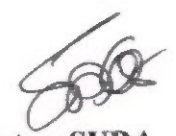
Director, SUDA

SUDA-Health/NUHM/434/16/70(85)/1(2)

Dt. .. 30.06.2017

CC

1. The Commissioner, H & FW & Addl. Mission Director, NHM, DHFW
– Soft copy of details of HHW & FTS is forwarded to you.
2. PS to the Secretary, UD & MA Department



Director, SUDA

ULB-wise Freezing no. of HHW & FTS

District	Sl. No.	ULBs	Freezing No. of	
			HHW	FTS
Alipurduar	1	Alipurduar	34	3
Paschim Burdwan	2	Asansol MC	436	94
Paschim Burdwan	3	Durgapur MC	222	53
Bankura	4	Bankura	28	6
Basirhat HD	5	Baduria	17	4
Basirhat HD	6	Basirhat	35	8
Birbhum	7	Bolpur	17	3
Birbhum	8	Suri	18	3
Bishnupur HD	9	Bishnupur	14	2
Purba Burdwan	10	Burdwan	111	21
Purba Burdwan	11	Kalna	18	3
Purba Burdwan	12	Katwa	23	5
Cooch Behar	13	Cooch Behar	19	4
Dakshin Dinajpur	14	Balurghat	52	10
Dakshin Dinajpur	15	Gangarampur	18	4
Darjeeling	16	Darjeeling	64	16
Darjeeling	17	Siliguri MC	201	42
Diamond Harbour HD	18	Diamond Harbour	16	4
Hooghly	19	Arambag	18	4
Hooghly	20	Baidyabati	34	8
Hooghly	21	Bansberia	59	10
Hooghly	22	Bhadreswar	64	12
Hooghly	23	Chandany	48	9
Hooghly	24	Chandernagore MC	48	8
Hooghly	25	Hooghly Chinsurah	109	27
Hooghly	26	Konnagar	28	6
Hooghly	27	Rishra	117	20
Hooghly	28	Scrapore	135	27
Hooghly	29	Uttarpara Kotrung	72	12
Howrah	30	Howrah	257	47
Howrah	31	Uluberia	89	14
Jalpaiguri	32	Jalpaiguri	41	7
Jhargram	33	Jhargram	18	4
Kolkata	34	Kolkata MC	293	45
Malda	35	English Bazar	53	12
Malda	36	Old Malda	20	4
Murshidabad	37	Berhampur	40	8
Murshidabad	38	Dhuliyani	19	5
Murshidabad	39	Jangipur	18	4
Murshidabad	40	Jiaganj Azimganj	17	4
Murshidabad	41	Kandi	13	4
Nadia	42	Chakdah	20	4
Nadia	43	Gayeshpur	43	4
Nadia	44	Kalyani	24	5
Nadia	45	Krishnagar	19	7
Nadia	46	Nabadwip	38	8
Nadia	47	Ranaghat	18	4
Nadia	48	Santipur	46	8
Nandigram	49	Contai	26	5

Goswami
 DR. S. GOSWAMI
 Project Officer,
 Health Wing
 S. U. D. A.

District	Sl. No.	ULBs	Freezing No. of	
			HHW	FTS
North 24 Parganas	50	Ashokenagar Kalyangarh	37	8
North 24 Parganas	51	Bangaon	33	7
North 24 Parganas	52	Baranagar	19	1
North 24 Parganas	53	Barasat	157	33
North 24 Parganas	54	Barrackpore	48	10
North 24 Parganas	55	Bhatpara	107	27
North 24 Parganas	56	Bidhannagar	136	28
North 24 Parganas	57	Dum Dum	38	8
North 24 Parganas	58	Garulia	47	9
North 24 Parganas	59	Habra	39	8
North 24 Parganas	60	Halisahar	53	11
North 24 Parganas	61	Kamarhati	121	19
North 24 Parganas	62	Kanchrapara	74	13
North 24 Parganas	63	Khardah	90	17
North 24 Parganas	64	Madhyamgram	85	15
North 24 Parganas	65	Naihati	93	17
North 24 Parganas	66	New Barrackpore	55	10
North 24 Parganas	67	North Barrackpore	76	14
North 24 Parganas	68	North Dum Dum	77	18
North 24 Parganas	69	Panihati	97	25
North 24 Parganas	70	South Dum Dum	128	22
North 24 Parganas	71	Titagarh	75	7
Medinipur (West)	72	Ghatal	17	1
Medinipur (West)	73	Kharagpur	92	25
Medinipur (West)	74	Medinipur	37	8
Medinipur (East)	75	Haldia	44	9
Medinipur (East)	76	Panskura	17	4
Medinipur (East)	77	Tamluk	22	5
Purulia	78	Purulia	26	6
Rampurhat HD	79	Rampurhat	17	4
South 24 Parganas	80	Budge Budge	56	14
South 24 Parganas	81	Maheshatala	116	21
South 24 Parganas	82	Rajpur Sonarpur	112	21
Uttar Dinajpur	83	Islampur	17	4
Uttar Dinajpur	84	Kaliaganj	17	4
Uttar Dinajpur	85	Raiganj	55	10
		Total =>	5517	1096

G. S. Goswami

DR. S. GOSWAMI
Project Officer,
Human Wing
S. U. D. A.

ULB-wise Freezing no. of HHW & FTS

District	Sl. No.	ULBs	Freezing No. of	
			HHW	FTS
Alipurduar	1	Alipurduar	34	3
Paschim Burdwan	2	Asansol MC	436	94
Paschim Burdwan	3	Durgapur MC	222	53
Bankura	4	Bankura	28	6
Basirhat HD	5	Baduria	17	4
Basirhat HD	6	Basirhat	35	8
Birbhum	7	Bolpur	17	3
Birbhum	8	Suri	18	3
Bishnupur HD	9	Bishnupur	14	2
Purba Burdwan	10	Burdwan	111	21
Purba Burdwan	11	Kalna	18	3
Purba Burdwan	12	Katwa	23	5
Cooch Behar	13	Cooch Behar	19	4
Dakshin Dinajpur	14	Balurghat	52	10
Dakshin Dinajpur	15	Gangarampur	18	4
Darjeeling	16	Darjeeling	64	16
Darjeeling	17	Siliguri MC	201	42
Diamond Harbour HD	18	Diamond Harbour	16	4
Hooghly	19	Arambag	18	4
Hooghly	20	Baidyabati	34	8
Hooghly	21	Bansberia	59	10
Hooghly	22	Bhadreswar	64	12
Hooghly	23	Chandpally	48	9
Hooghly	24	Chandernagore MC	48	8
Hooghly	25	Hooghly Chinsurah	109	27
Hooghly	26	Konnagar	28	6
Hooghly	27	Rishra	117	20
Hooghly	28	Serampore	135	27
Hooghly	29	Uttarpara Kotrung	72	12
Howrah	30	Howrah	257	47
Howrah	31	Uluberia	89	14
Jalpaiguri	32	Jalpaiguri	41	7
Jhargram	33	Jhargram	18	4
Kolkata	34	Kolkata MC	293	45
Malda	35	English Bazar	53	12
Malda	36	Old Malda	20	4
Murshidabad	37	Berhampur	40	8
Murshidabad	38	Dhulian	19	5
Murshidabad	39	Jangipur	18	4
Murshidabad	40	Jiaganj Azimganj	17	4
Murshidabad	41	Kandi	13	4
Nadia	42	Chakdah	20	4
Nadia	43	Gayeshpur	43	4
Nadia	44	Kalyani	24	5
Nadia	45	Krishnagar	19	7
Nadia	46	Nabadwip	38	8
Nadia	47	Ranaghat	18	4
Nadia	48	Santipur	46	8
Nandigram	49	Contai	26	5

Shankar

District	Sl. No.	ULBs	Freezing No. of	
			HHW	FTS
North 24 Parganas	50	Ashokenagar Kalyangarh	37	8
North 24 Parganas	51	Bangaon	33	7
North 24 Parganas	52	Baranagar	19	1
North 24 Parganas	53	Barasat	157	33
North 24 Parganas	54	Barrackpore	48	10
North 24 Parganas	55	Bhatpara	107	27
North 24 Parganas	56	Bidhannagar	136	28
North 24 Parganas	57	Dum Dum	38	8
North 24 Parganas	58	Garulia	47	9
North 24 Parganas	59	Habra	39	8
North 24 Parganas	60	Halisahar	53	11
North 24 Parganas	61	Kamarhati	121	19
North 24 Parganas	62	Kanchrapara	74	13
North 24 Parganas	63	Khardah	90	17
North 24 Parganas	64	Madhyamgram	85	15
North 24 Parganas	65	Naihati	93	17
North 24 Parganas	66	New Barrackpore	55	10
North 24 Parganas	67	North Barrackpore	76	14
North 24 Parganas	68	North Dum Dum	77	18
North 24 Parganas	69	Panihati	97	25
North 24 Parganas	70	South Dum Dum	128	22
North 24 Parganas	71	Titagarh	75	7
Medinipur (West)	72	Ghatal	17	4
Medinipur (West)	73	Kharagpur	92	25
Medinipur (West)	74	Medinipur	37	8
Medinipur (East)	75	Haldia	44	9
Medinipur (East)	76	Panskura	17	4
Medinipur (East)	77	Tamluk	22	5
Purulia	78	Purulia	26	6
Rampurhat HD	79	Rampurhat	17	4
South 24 Parganas	80	Budge Budge	56	14
South 24 Parganas	81	Maheshtala	116	21
South 24 Parganas	82	Rajpur Sonarpur	112	21
Uttar Dinajpur	83	Islampur	17	4
Uttar Dinajpur	84	Kaliaganj	17	4
Uttar Dinajpur	85	Raiganj	55	10
		Total =>	5517	1097

S. S. Saha

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA-Health/NUHM/434/16/49(76)

Date 18.06.2018

From : Director, SUDA

To : The Municipal Commissioner
Kolkata Municipal Corporation

: The Commissioner —
Asansol / Bidhannagar / Chandernagore / Durgapur /
Howrah / Siliguri Municipal Corporation

: The Chairman
Alipurduar / Baidyabati / Balurghat / Bansberia / Baranagar / Barasat / Barrackpore /
Baruipur / Bhadreswar / Bhatpara / Budge Budge / Burdwan / Champdany / Darjeeling
/ Dum Dum / English Bazar / Gayeshpur / Halisahar / Hooghly Chinsurah / Jalpaiguri /
Kalyani / Kamarhati / Kanchrapara / Kharagpur / Khardah / Konnagar /
Madhyamgram / Maheshtala / Naihati / New Barrackpore / North Barrackpore / North
Dum Dum / Panihati / Pujali / Raiganj / Rajpur Sonarpur / Rishra / Serampore / South
Dum Dum / Titagarh / Uluberia / Uttarpara Kotrung Municipality

: The Chairman
Bongaon / Basirhat / Beldanga / Bishnupur / Bolpur / Cooch Behar / Dalkhola /
Dhuliyon / Ghatal / Gobardanga / Habra / Haldia / Jangipur / Kalimpong / Kandi /
Katwa / Medinipur / Memari / Mirik / Murshidabad / Purulia / Ranaghat / Santipur /
Suri / Taherpur / Tarakeshwar Municipality

Sub. : Filling up of vacancies of First Tier Supervisor (FTS) &
Honorary Health Worker (HHW).

Sir / Madam,

As per approval of the Urban Development & Municipal Affairs Department, you are requested to fill up the vacancies of First Tier Supervisor (FTS) & Honorary Health Worker (HHW) in your ULB as per the list of vacancy enclosed herewith at **Annexure – I**.

Initially you are to fill up the vacant post of FTS from amongst the regular HHWs working under Urban Primary Health Care Services (UPHCS) / Community Based Primary Health Care Services (CBPHCS) / HHW Scheme. The guideline for selection of FTS is enclosed at **Annexure – II**.

Contd. to P-2.

- 2 -

The resultant vacancy to the post of HHW after selection of FTS including the previous no. of vacancy may be considered to fill up the vacant post of HHW to be selected from the slum / vulnerable population of the respective ward of the ULB where she will work as HHW. The guideline for selection of HHW is enclosed at **Annexure – III**.

In both the cases of FTS and HHW, the no. of existing and new engagement in total shall be within the limit of sanctioned no. as mentioned at **Annexure – I**.

The list of FTS &/or HHW engaged in the vacant post may be submitted to the undersigned as per format enclosed at **Annexure – IV** for release of fund for payment of honorarium.

Thanking you.

Yours faithfully,

Encl. : As stated.


Director, SUDA

SUDA-Health/NUHM/434/16/49(76)/1(2)

Dt. .. 18.06.2018

Copy forwarded for kind information and necessary action to :

- 1) The Mayor, Municipal Corporation
- 2) The Executive Officer, Municipality


Director, SUDA

SUDA-Health/NUHM/434/16/49(76)/2(3)

Dt. .. 18.06.2018

Copy forwarded for kind information to :

- 1) The Addl. Mission Director, NHM, DHFW
- 2) The Sr. P.A. to the Principal Secretary, DHFW
- 3) The Sr. P.A. to the Principal Secretary, UD & MA Dept.


Director, SUDA

ULB-wise list of Vacancy for HHW & FTS

Sl. No.	ULBs	HHW		FTS		Vacancy to be filled up	
		Sanctioned	Existing	Sanctioned	Existing	HHW	FTS
1	Alipurduar	39	33	7	3	10	4
2	Asansol MC	387	372	97	82	30	15
	Asansol MC (Kulti)	76	0	12	0	76	12
	Asansol MC (Raniganj)	36	35	7	6	2	1
3	Baidyabati	83	29	17	6	65	11
4	Balurghat	65	47	12	10	20	2
5	Bangaon	34	33	7	7	1	0
6	Bansberia	99	48	20	9	62	11
7	Baranagar	65	15	11	1	60	10
8	Barasat	230	135	47	24	118	23
9	Barrackpur	83	39	17	8	53	9
10	Baruipur	24	2	5	0	27	5
11	Basirhat	38	35	8	8	3	0
12	Beldanga	14	14	3	2	1	1
13	Bhadreswar	115	54	23	10	74	13
14	Bhatpara	188	90	37	24	111	13
15	Bidhannagar MC	35	24	6	3	14	3
	Bidhannagar MC (Rajarhat Gopalpur)	187	100	38	22	103	16
16	Bishnupur	19	14	3	3	5	0
17	Bolpur	18	17	3	3	1	0
18	Budge Budge	84	45	17	14	42	3
19	Burdwan	136	107	27	20	36	7
20	Champdany	94	43	17	9	59	8
21	Chandannagore MC	93	44	18	6	61	12
22	Cooch Behar	20	19	4	4	1	0
23	Dalkhola	14	12	3	3	2	0
24	Darjeeling	78	63	16	16	15	0
25	Dhulian	19	17	5	5	2	0
26	Dum Dum	53	35	10	7	21	3
27	Durgapur MC	229	214	57	54	18	3
28	English Bazar	71	51	14	12	22	2
29	Garulia	98	39	19	7	71	12
30	Gayeshpur	65	42	13	3	33	10
31	Ghatal	17	16	4	4	1	0
32	Gobardanga	17	16	4	4	1	0
33	Habra	40	39	8	8	1	0
34	Haldia	45	44	9	9	1	0
35	Halisahar	99	45	19	8	65	11
36	Hooghly Chinsurah	153	106	33	27	53	6
37	Howrah (Bally)	127	72	25	10	70	15
	Howrah MC	388	222	78	44	200	34
38	Jalpaiguri	46	36	12	7	15	5
39	Jangipur	20	18	4	4	2	0
40	Kalimpong	23	21	5	4	3	1
41	Kalyani	35	22	7	4	16	3
42	Kamarhati	140	106	27	19	42	8
43	Kanchrapara	93	66	19	9	37	10
44	Kandi	17	13	4	4	4	0
45	Katwa	24	23	5	5	1	0

Sl. No.	ULBs	HHW		FTS		Vacancy to be filled up	
		Sanctioned	Existing	Sanctioned	Existing	HHW	FTS
46	Kharagpur	112	88	30	24	30	6
47	Khardah	132	73	25	14	70	11
48	Kolkata MC	760	223	152	33	656	119
49	Konnagar	65	25	13	3	50	10
50	Madhyamgram	96	77	19	14	24	5
51	Maheshtala	205	106	42	17	124	25
52	Medinipur	38	36	8	8	2	0
53	Memari	16	15	4	4	1	0
54	Mirik	9	8	2	2	1	0
55	Murshidabad	16	14	4	0	6	4
56	Naihati	100	93	18	17	8	1
57	New Barrackpur	75	52	15	9	29	6
58	North Barrackpur	111	65	24	12	58	12
59	North Dum Dum	129	66	26	16	73	10
60	Panihati	200	70	40	21	149	19
61	Pujali	35	19	7	6	17	1
62	Purulia	29	26	6	6	3	0
63	Raiganj	70	52	14	10	22	4
64	Rajpur Sonarpur	173	96	34	17	94	17 (5)
65	Ranaghat	19	18	4	4	1	0
66	Rishra	121	114	24	20	11	4
67	Santipur	46	46	9	7	2	2
68	Serampore	170	131	30	27	42	3
69	Siliguri MC	244	194	61	37	74	24
70	South Dum Dum	200	110	40	14	116	26
71	Suri	18	17	3	3	1	0
72	Taherpur	13	10	3	3	3	0
73	Tarakeshwar	15	15	3	2	1	1
74	Titagarh	105	66	21	6	54	15
75	Uluberia	135	77	27	14	71	13
76	Uttarpara Kotrung	130	66	26	11	79	15

Goswami

Guideline for selection of First Tier Supervisor (FTS)

Process for selection & engagement of FTS :

- To be selected from the existing HHWs working at least 06 months after joining to the post.
- Must be female in the age group of 50 years & below so that she could perform as FTS at least for 10 years.
- Minimum Madhyamik or equivalent examination (as applicable) pass and is able to do simple arithmetic calculation.
- Municipal Level Health & Family Welfare Committee will select the suitable candidates for the post of FTS for Sub-Centre (SC) where vacancy exists and prepare Sub-Centre (SC)-wise final list for placement before the BOC meeting.
- Composition of Health & Family Welfare Committee is as under :

(1) Mayor / Chairman of the ULB	: President
(2) MMIC / CIC of Health	: Member
(3) Representative of District Magistrate	: Member
(4) Representatives of local NGOs	: Member
(5) ACMOH of Sub-Divisional	: Member
(6) Health Officer of ULB	: Member – Secretary
(7) Representative of SUDA	: Specially Co-opted
(8) Superintendent of referral hospital	: Invitee

- The ratified candidates by the BOC shall be engaged to the post of FTS by the Mayor / Chairman of the Municipal Corporation / Municipality on existing consolidated pay of Rs. 3,338/- per month per FTS. The engagement shall be for the period upto 31st March, 2019 and shall be continued further on the basis of satisfactory performance and on obtaining approval for extension of the Health Programmes i.e. UPHCS / CBPHCS / HHW Scheme.

Goswami

Guideline for selection of Honorary Health Worker (HHW)

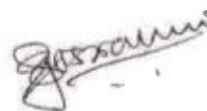
Process for selection & engagement of HHWs :

- To prepare ward-wise list of vacancy for the post of HHW by the ULB.
- To be selected from the Slum / Vulnerable population of the respective ward of the ULB where she will work as HHW.
- Must be female in the age group of 25 – 35 years. In case of SC / ST / OBC (A/B) candidate the upper age limit shall be as per Govt. rules.
- Should be married / divorced / widowed.
- Minimum Madhyamik pass or equivalent exam passed.
- Having motivation / experience of rendering social services.
- The issue of selection of HHWs is to be put up in the Board of Councillors meeting of the Municipality.
- Notice to be put up in the Notice Board inviting the applications from the women of Slum / Vulnerable population.
- **Documents to be submitted / shown mandatorily by the applicant :**
 - Proof of residence (Aadhaar Card / Voter ID Card / Ration Card)
 - Original Mark sheet of Madhyamik or equivalent examination as applicable.
 - The proof of SC / ST / OBC-A / OBC-B in case of SC / ST / OBC-A / OBC-B candidates.
- Municipal Level Health & Family Welfare Committee shoulders the overall responsibility for selection of HHWs.
- **Composition of Health & Family Welfare Committee is as under :**

(1) Mayor / Chairman of the ULB	: President
(2) MMIC / CIC of Health	: Member
(3) Representative of District Magistrate	: Member
(4) Representatives of local NGOs	: Member
(5) ACMOH of Sub-Divisional	: Member
(6) Health Officer of ULB	: Member – Secretary
(7) Representative of SUDA	: Specially Co-opted
(8) Superintendent of referral hospital	: Invitee



- In absence of Health Officer, Executive Officer of the ULB may be designated as Member – Secretary of Municipal Level Health & Family Welfare Committee.
- Secretary convener of Health & Family Welfare committee in consultation with the Mayor / Chairman will form a 4 or 5 member **selection Sub-Committee** for preliminary selection of HHWs. The said committee will prepare the list of preliminary candidates for final selection.
- Final selection will be done by the Health & Family Welfare Committee where one representative from SUDA will be present.
- Ward-wise list of finally selected candidates against each ward and list of panel candidates (@ 10% of vacancy no. of HHW or at least 01) in preference seriatim is to be prepared.
- The list of such finally selected regular and panel candidates shall be displayed in the Notice Board for information and reporting within stipulated time period for training with a copy to Director, SUDA.
- The list of panel candidates shall remain valid for one year w.e.f. date of notification.
- Induction training of the selected regular candidates for the post of HHW shall be conducted at each ULB level for 05 days followed by engagement as HHW. On job training shall be conducted as per ASHA training module under NUHM.
- The regular candidates shall be engaged to the post of HHW by the Mayor / Chairman of the Municipal Corporation / Municipality on existing consolidated pay of Rs. 3,125/- per month per HHW. The engagement shall be for the period upto 31st March, 2019 and shall be continued further on the basis of satisfactory performance and on obtaining approval for extension of the Health Programmes i.e. UPHCS / CBPHCS / HHW Scheme.



List of FTS &/or HHW engaged in the vacant post

ULB	Name	Address with PIN Code	Mobile No.	Date of Birth (YY-MM-YYYY)	Engaged as FTS / HHW	Engaged under the Scheme	Order No. of the ULB	Date of Joining (YY-MM-YYYY)	Remarks, if any

Signature of the Mayor or Commissioner / Chairman or Executive Officer

Goswami

As on January 2020.

NUHM ULBs

SL. NO.	ULBS	HHW	Numbers trained in induction module
1	Arambag	18	18
2	Baduria	17	17
3	Bankura	28	26
4	Basirhat	35	34
5	Berhampore	40	40
6	Bishnupur	19	14
7	Bolpur	18	17
8	Bongaon	34	34
9	Chakdah	20	20
10	Diamond Harbor	16	16
11	Dhuliyān	17	17
12	Gangarampur	18	17
13	Ghatal	17	17
14	Habra	39	38
15	Haldia	45	42
16	Islampur	17	17
17	Jangipur	20	18
18	Jhargram	18	18
19	Jiaganj	16	16
20	Kaliyaganj	17	17
21	Kalna	17	17
22	Kandi	13	13
23	Katwa	24	23
24	Krishnagar	32	35
25	Midnapur	34	34
26	Nabadwip	38	38
27	Old Malda	20	20
28	Panskura	17	16
29	Purulia	29	25
30	Rampurhat	16	17
31	Ranaghat	19	18
32	Santipur	45	44
33	Suri	18	17
34	Tamluk	22	21
35	Ashoknagar	37	37
36	Contai	25	26
37	Cooch Behar	19	19
38	Alipurduar	37	34
39	Asansol MC	362	413
40	Baidyabati	72	23
41	Balurghat	40	49
42	Bansberia	37	48

SL. NO.	ULBS	HHW	Numbers trained in induction module
43	Baranagar	43	4
44	Barasat	191	86
45	Barrackpore	32	31
46	Baruipur	24	0
47	Bhadreswar	96	55
48	Bhatpara	188	95
49	Bidhannagar MC	99	0
50	Budge Budge	82	43
51	Burdwan	103	105
52	Champdani	94	41
53	Chandannagar MC	93	41
54	Darjeeling	78	0
55	Dum Dum	48	31
56	Durgapur MC	229	206
57	English Bazar	45	48
58	Garulia	99	15
59	Gayeshpur	61	40
60	Halisahar	48	51
61	Hooghly Chinsurah	109	105
62	Howrah MC	237	252
63	Jalpaiguri	34	39
64	Kalyani	35	21
65	Kamarhati	74	105
66	Kanchrapara	81	54
67	Kharagpur	107	85
68	Khardah	118	90
69	Konnagar	60	22
70	Madhyamgram	79	54
71	Maheshtala	205	94
72	Naihati	100	71
73	New Barrackpore	69	47
74	North Barrackpore	46	48
75	North Dum Dum	129	49
76	Panihati	44	43
77	Raiganj	64	54
78	Rajpur Sonarpur	153	99
79	Rishra	72	114
80	Serampore	163	120

SL. NO.	ULBS	HHW	Numbers trained in induction module
81	Siliguri MC	165	186
82	South Dum Dum	200	81
83	Titagarh	103	57
84	Uluberia	134	81
85	Uttarpara Kotrung	125	69
86	KMC	629	238
		6430	4610

NON NUHM ULBS - Training not initiated.

1	Birnagar	14
2	Beldanga	14
3	CCNA	12
4	Chandrakona	12
5	Dainhat	14
6	Dalkhola	14
7	Dhupguri	16
8	Dinhata	16
9	Egra	16
10	Gobardanga	17
11	Guskara	16
12	Haldibari	11
13	Jhalda	12
14	Joynagar	14
15	Kalimpong	21
16	Khirpai	10
17	Mal	16
18	Mathabhanga	12
19	Mekhliganj	9
20	Memari	16
21	Murshidabad	14
22	Nalhati	16
23	Raghunathpur	13
24	Ramjibonpur	11
25	Sainthia	16
26	Sonamukhi	15
27	Taki	15
28	Tarakeswar	15
29	Taherpur	13
30	Tufanganj	12
31	Dubrajpur	16
32	Kharar	10
33	Kurseong	20
34	Mirik	9
35	Pujali	29
		506

10400
10/3/12

Flng-B
1/11
10/3/12

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

No: 1154/MA/C-10/3S-30/2012

Dated Kolkata the 9th December, 2013

ORDER

The Governor, in supersession of all previous orders, is pleased hereby to direct that the maximum age limit for contractual personnel engaged in fifty two (52) Urban Local Bodies covered under "Urban Primary Health Care Services" (hereinafter referred to as UPHCS), presently being funded by Department of Municipal Affairs shall be 60 years excepting those engaged as Medical Officers or Specialists Doctor.

This order shall take effect from 01.01.2014.

The term of engagement of those contractual personnel, who have attained 60 years of age or more, if any, or likely to attain 60 years of age before 01.01.2014, shall terminate on 31.12.2013.

By order of the Governor

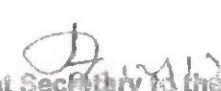
Sd/- B.C. Patra
**Joint Secretary to the
Government of West Bengal**

No: 1154/1(60)/MA/C-10/3S-30/2012

Dated Kolkata the 9th December, 2013

Copy forwarded for information and necessary action to the:-

- 1) Mayor/Chairperson, _____ Municipal Corporation/Municipality, P.O. _____, Dist. _____.
- ✓ 2) Director, State Urban Development Agency, ILGUS Bhavan, HC Block, Salt Lake, Kolkata - 700 106.
- 3) Director of Local Bodies, Government of West Bengal, Purta Bhavan, Salt Lake, Kolkata - 700 091.
- 4) Project Officer (Health), State Urban Development Agency, ILGUS Bhavan, HC Block, Salt Lake, Kolkata - 700 106.
- 5) Joint Secretary, Finance Department, Government of West Bengal, 'Nabanna', Howrah
- 6) Joint Secretary, Health & Family Welfare Department, Government of West Bengal, Swasthya Bhavan, GN-29, Sector-V, Salt Lake, Kolkata - 700 091.
- 7) P.S. to MIC, Municipal Affairs & Urban Development Departments.
- 8) Guard File of Cell-10.


**Joint Secretary to the
Government of West Bengal**

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA-Health/434/16/ 1550

Date 20 .12.2018

From : Director, SUDA

To : The Addl. Mission Director, NHM &
Addl. Secretary, Govt. of West Bengal
Department of Health & Family Welfare
Swasthya Bhawan.

Sub. : ULB-wise sanctioned no. of HHW & FTS.

Ref. : Memo No. HFW-27038/7/2018-NHM SEC-Dept. of H&FW/6039
dt. 07.12.2018 of State Nodal Officer, NUHM, DHFW.

Sir,

In connection with memo no. under reference, sanctioned no. of HHW & FTS for 89 ULBs implementing NUHM is enclosed herewith.

Encl. : As stated.

Yours faithfully,


20/12/18
Director, SUDA

Sent thro e-mail on 21-12-18

PIP Approved in the year	Sl. No.	Name of Municipality	Programme	Sanctioned no. of	
				HHW	FTS
Dist. : Murshidabad					
2013-14	44	Berampur	HHW Scheme	40	8
2014-15	45	Dhulian	CBPHCS	19	5
2015-16	46	Jangipur	HHW Scheme	20	4
2015-16	47	Jiaganj Azimganj	CBPHCS	17	4
2015-16	48	Kandi	CBPHCS	17	4
Dist. Total =>				113	25
Dist. : Nadia					
2015-16	49	Chakdah	CBPHCS	20	4
2015-16	50	Gayeshpur	UPHCS	65	13
2015-16	51	Haringhata		0	0
2014-15	52	Kalyani	UPHCS	35	7
2013-14	53	Krishnagar	HHW Scheme	35	7
2014-15	54	Nabadwip	CBPHCS	38	8
2015-16	55	Ranaghat	CBPHCS	19	4
2014-15	56	Santipur	CBPHCS	46	9
Dist. Total =>				258	52
Dist. : North 24 Parganas					
2014-15	57	Ashokenagar Kalyangarh	CBPHCS	37	8
2015-16	58	Baduria	CBPHCS	17	4
2014-15	59	Bangaon	CBPHCS	34	7
2014-15	60	Baranagar	UPHCS	65	11
2013-14	61	Barasat	UPHCS	230	47
2014-15	62	Barrackpore	UPHCS	83	17
2013-14	63	Basirhat	CBPHCS	38	8
2013-14	64	Bhatpara	UPHCS	188	37
2014-15	65	Bidhannagar MC	UPHCS	35	6
2014-15		Rajarhat Gopalpur	UPHCS	187	38
2014-15	66	Dum Dum	UPHCS	53	10
2015-16	67	Garulia	UPHCS	98	19
2013-14	68	Habra	CBPHCS	40	8
2014-15	69	Halisahar	UPHCS	99	19
2014-15	70	Kamarhati	UPHCS	140	27
2014-15	71	Kanchrapara	UPHCS	93	19
2014-15	72	Khardah	UPHCS	132	25
2014-15	73	Madhyamgram	UPHCS	96	19
2014-15	74	Naihati	UPHCS	100	18
2015-16	75	New Barrackpore	UPHCS	75	15
2014-15	76	North Barrackpore	UPHCS	111	24
2014-15	77	North Dum Dum	UPHCS	129	26
2014-15	78	Panihati	UPHCS	200	40
2014-15	79	South Dum Dum	UPHCS	200	40
2014-15	80	Titagarh	UPHCS	105	21
Dist. Total =>				2585	513
Dist. : Purulia					
2013-14	81	Purulia	HHW Scheme	29	6
Dist. Total =>				29	6
Dist. : South 24 Parganas					
2015-16	82	Baruipur	UPHCS	24	5
2015-16	83	Budge Budge	UPHCS	84	17
2013-14	84	Diamond Harbour	CBPHCS	16	4
2013-14	85	Maheshtala	UPHCS	205	42
2014-15	86	Rajpur Sonarpur	UPHCS	173	34
Dist. Total =>				502	102
Dist. : Uttar Dinajpur					
2015-16	87	Islampur	CBPHCS	17	4
2015-16	88	Kaliaganj	CBPHCS	17	4
2013-14	89	Raiganj	UPHCS	70	14
Dist. Total =>				104	22
Grand Total =>				8096	1669

Handwritten signature

GOVERNMENT OF WEST BENGAL
HEALTH & FAMILY WELFARE DEPARTMENT
NATIONAL HEALTH MISSION (NHM)
GN -29, 2nd FLOOR, GRANTHAGAR BHAWAN,
SWASTHYA BHAWAN PREMISES, SECTOR -V
SALT LAKE, BIDHANNAGAR, KOLKATA - 700 091.

☎ 033 - 2333-0432, ☎ 033 - 2357 - 7930,

Email ID: spmu.nuhm@gmail.com; website: www.wbhealth.gov.in

Memo No. HFW-27038/7/2018-NHM SEC-Dept. of H&FW/6039

Date: 07/12/2018

From : State Nodal Officer, NUHM
Health & Family Welfare Department
Government of West Bengal

To : Project Officer (Health), SUDA

Sub: ULB wise sanctioned No. of HHW and FTS


Madam,

RCH services has to be ensured for every pregnant women in urban area under NUHM.

To cater RCH services through U-PHCs under NUHM, some baseline data is required by RCH division.

I am directed to request you for ULB wise sanctioned No. of FTS & HHW for 89 No. of ULBs running under NUHM.

Yours faithfully,


State Nodal Officer, NUHM

Memo No. HFW-27038/7/2018-NHM SEC-Dept. of H&FW/6039

Date: 07/12/2018

Copy forwarded for necessary action & information to:

1. Director, SUDA
2. Office copy.


State Nodal Officer, NUHM



OFFICE OF THE COUNCILLORS
JANGIPUR MUNICIPALITY
P.O. - Raghunathganj ❖ Dist. - Murshidabad

O/C.

Memo No.: JM/HHW/1660/018

Dated: 03.07.2017

From : The Chairman / Vice Chairman , Jangipur Municipality

Dr. De.
9.7.17

To : The Director ,
SUDA,

Sub: Status of HHW and FTS

Sir,

This is to inform you that It is urgently required one more HHW and FTS under HHW scheme of Jangipur Municipality as total no of ward is 21 with maximum slam are. Kindly approved nos each so that we can further for recruitment.

This is for your kind information and taking necessary action.


Chairman
Jangipur Municipality

HHW sanctioned. 20	Existing. 18	no. to be recruited 2
--------------------------	-----------------	--------------------------

Talked to Accts. Dept., CRPAC by Dr. De.
Asked to follow the guide line already
Done.



**OFFICE OF THE MUNICIPAL COUNCILORS
SERAMPORE**

1, N.S. Avenue, Serampore, Dist - Hooghly, West Bengal : 712201
Phone No. : (033) 2662-0310, Fax No. : (033) 2662-3651
Email ID : seramporemunicipality@hotmail.com

From :-

*Sri Amiya Mukherjee
Chairman.*



Ref. Memo No. 849/EST-21 NUHM

Dated, Serampore, 12th July, 2018

-: O R D E R :-

In pursuance with State Urban Development Agency, Govt. of West Bengal, Kolkata ref. no. SUDA-Health/NUHM/434/16/49(76) ; dated 18th June, 2018, the following Committee is hereby constituted in connection with filling up the vacancies as mentioned below :-

1. For selection of First Ties Supervisor (FTS) & Honorary Health Worker :-

- | | |
|--|-----------------------|
| a) Chairman of this Municipality. | : President . |
| b) Chairman In Council (Health) | : Member. |
| c) Representative of District Magistrate | : Member |
| d) Representative of local NGOs | : Member |
| e) ACMOH of Sub Divisional | : Member |
| f) Health Officer of this Municipality | : Member - Secretary. |
| g) Representative of SUDA | : Specially Co-opted |
| h) Superintendent of referral hospital | : Invitee. |

The Committee will act as Selection Committee for selection of 3 nos First Tier Supervisor from existing HHW and 42 nos Honorary Health Worker , which is scheduled to be held at ESOPD., Mahesh, on 24th July, 2018 at 11-30 A. M.

Accordingly, concerned Officers as stated above are hereby requested to send the letter of acceptance , to the undersigned , for further action at this end.

Copy for information & necessary action to :-

1. The Director , State Urban Development Agency, Health Wing, "Ilgus Bhavan" ; HC Block, Sec-III, Bidhan Nagar , Kolkata : 700 091
2. Concerned Officers as stated above - with the request to attend the scheduled selection meeting for the purpose.
3. Head Clerk, Serampore Municipality.

[Signature]
Chairman
Serampore Municipality
Serampore Municipality

[Signature]
Chairman
Serampore Municipality
Chairman
Serampore Municipality

DD 2
CPH
D

Pochh
12



Office of the Kalyani Municipality

PH : (033) 2582 8455, 9569, 9570, FAX: -8630

e-mail : info@kalyanimunicipality.org

City Centre Complex : Kalyani : Nadia : West Bengal : PIN-741235

Memo No. 6600(4)/KM

Date : 23/07/2018

From : Health Officer
&
Nodal Officer, NUHM
Kalyani Municipality

To : The Director, SUDA
Ilqus Bhavan, Hc - Block
Sector - III, Bidhanagar
Kolkata - 106.



Sub : Meeting of Municipal Level Health and Family welfare committee for selection of FTS under Kalyani Municipality.

Ref : SUDA-health/NUHM/434/16/49(76) Dated 18.06.2018.

Sir,

With reference to the subject mentioned above this is for your kind information that the first meeting of Municipal Level Health and Family welfare committee for selection of First Tier Supervisor under Kalyani Municipality will be held at 12 .P.M. sharp on 25.07.2018 at the chamber of Honourable Chairman , Kalyani Municipality.

I would like to request you to kindly send your representative to attend the above mentioned meeting.

Yours faithfully,
Kail Kr Dey
Health Officer
&
Nodal Officer, NUHM
Kalyani Municipality

Memo No. _____/KM

Date : ____/____/2018

Copy forwarded for information to:

1. The Executive Officer, Kalyani Municipality.

Health Officer
&
Nodal Officer, NUHM
Kalyani Municipality

SUDA

STATE URBAN DEVELOPMENT AGENCY

**HEALTH WING
"ILGUS BHAVAN"**

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

Ref No.SUDA-Health/NUHM/434(Pt.I)/18/74

Date23.07.2018

From : Director, SUDA

**To : The Chairman
Mirik Municipality**

Sub. : Filling up of vacancies of Honorary Health Worker at Mirik Municipality.

Sir,

With reference to your communication vide no. 70/I-38/MM/18 dt. 10.07.2018, this is to inform you that sanctioned no. of HHW in case of your municipality is 09 (nine) only. After filling up the vacancy of HHW, the sanctioned no. of HHW shall remain unaltered.

Thanking you.

Yours faithfully,



Director, SUDA



Mirik Municipality

Phone : (0354) 2243328

P.O. MIRIK, DIST. DARJEELING

Memo No. 70/I-38/MN/18

Date 10/07/2018

To,
The Director,
SUDA,
Health Wing,
Ilgus Bhavan,
Kolkata-91



DD
Chakraborty

Sub: Action taken report on filling up of vacancies of Honorary Health Workers (H.H.W) at Mirik Municipality

Ref: Your letter no. SUDA-Health/NUHM/434/16/49 (76) Dt: 18/06/2018

Sir/Madam,

With reference to the above subject, this is to inform you that there are two no. vacancies of H.H.W. i.e, on Ward no. 9 & Ward no. 3 in Mirik Municipality, Darjeeling.

In the last Board meeting it was resolved to fill up this two vacancies shortly after observation of guide lines for selection of H.H.W.

This is for favour of your kind information and taking necessary action please.

Thanking You,

Yours faithfully,

PO(H)
de

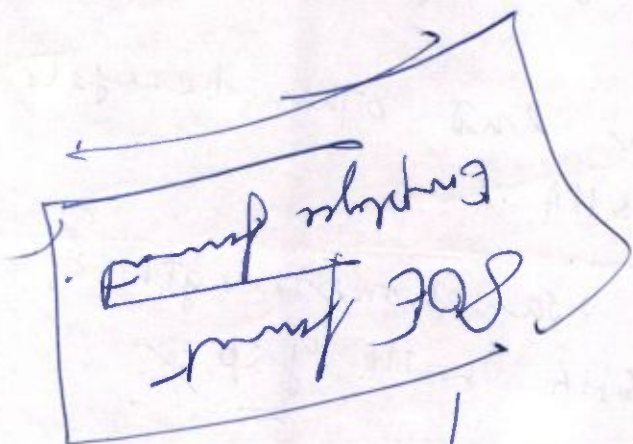
[Signature]
Executive Officer
Mirik Municipality
Executive Officer,
Mirik Notified Area Authority
Mirik

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal****Ref No.SUDA-Health/NUHM/434(Pt.I)/18/75****Date23.07.2018****From : Director, SUDA****To : The Commissioner
Durgapur Municipal Corporation****Sub. : Filling up of vacancies of HHW & FTS at Durgapur Municipal
Corporation.****Sir,**

With reference to your communication vide no. DMC/RCH/880 dt. 09.07.2018, this is to inform you that sanctioned no. of HHW & FTS in case of your municipality is 229 (two hundred twenty nine) & 57 (fifty seven) respectively. After filling up the vacancy of HHW & FTS, the sanctioned no. of HHW & FTS shall remain unaltered.

Thanking you.**Yours faithfully,****Director, SUDA**

1. ✓ Basis of engagement of HHW under UPHCS and CBPHCS ~~and~~
2. ✓ Basis of engagement of ASHA.
3. ✓ Qualification criteria for HHW & ASHA.
4. ✓ ~~How~~ Mode of engagement for HHW & ASHA.
5. ✓ Honararium and other benefits for HHW and ASHA.
6. ✓ ULB wise sanction strength of HHW and ASHA with gap ✓



Chairman beladonga 2010 @gnar.com

Beladonga Municipality

DURGAPUR MUNICIPAL CORPORATION

CITY CENTRE, DURGAPUR-16

Memo No.DMC/ RCH/880

Date 9/07/18

To
The Director
SUDA
Ilgush Bhawan
H.C.Block
Sector-III
Bidhannagar
Kolkata-91



DD
S
CPHO

Sub : Request for rectify the existing & vacancy position of HHW & FTS

Ref : SUDA-Health/NUHM/434/16/49(76), dated. 18.06.2018

Sir,

In reference to your above letter this is to inform you that there is some error in Annexure-1 in respect of vacancies shown in Dugapur Municipal Corporation. The actual list of vacancy would be as under.

Sl No	ULB	HHW		FTS		Vacancy to be filled up	
		Sanctioned	Existing	Sanctioned	Existing	HHW	FTS
01	DURGAPUR MUNICIPAL CORPORATION	229	211	57	52	18	5

So, this is to request you to kindly rectify the above.

Thanking You,

Yours faithfully

Commissioner

Dugapur Municipal Corporation

Date

Memo No. DMC/

Copy to :-

01. The Hon'ble Mayor,DMC
02. The MMIC(Health),DMC
03. The Finance Officer,DMC
04. Office Copy.

Commissioner
Dugapur Municipal Corporation

POCHA
de

Sarac



SILIGURI MUNICIPAL CORPORATION

P.O. SILIGURI, DIST. DARJEELING (W.B.), 2521147

Memo No. 583/NUHM/SMC/18-19

Date: 20/07/2018

To
The Director
State Urban Development Agency
Kolkata

Sub: Nomination of a representative as member of Municipal Level Health & Family Welfare Committee for Siliguri Municipal Corporation for selection of FTS & HHW in SMC area.

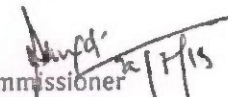
Sir,

With reference to the above & Memo No. SUDA-Health/NUHM/434/16/49(75) dated 18.06.2018, composition of Health & Family Welfare Committee for selection of HHW & FTS includes one Specially Co-opted representative of the Director SUDA as member of the said committee (Copy attached).

May I therefore request you to kindly nominate one representative for the Municipal level Health & Family Welfare Committee for Siliguri Municipal Corporation area at your earliest convenience, please.

Furthermore, as directed by the President of the Municipal level Health & Family Welfare Committee & Hon'ble Mayor, Siliguri Municipal Corporation, a meeting has been scheduled to be held on 28.07.2018 at the Conference Hall of Siliguri Municipal Corporation at 2 PM. You are accordingly requested to kindly send your representative to attend the same.

Yours faithfully

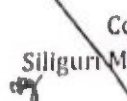

Commissioner
Siliguri Municipal Corporation

Memo No. 583/1(4)/NUHM/SMC/18-19

Date: 20/07/2018

Copy forwarded for favour of information & necessary action to:-

1. The Secretary, Siliguri Municipal Corporation
2. The Health Officer, Siliguri Municipal Corporation.
3. PA to Mayor, SMC to bring this to the Notice of Hon'ble Mayor Siliguri Municipal Corporation.
4. Copy for file.


Commissioner
Siliguri Municipal Corporation



Office of the Municipal Councillors Bhadreswar, Hooghly

From: - Dr. Suchita Nandy Mazumder
Health Officer, Bhadreswar Municipality

Memo No: Health/ 5692

Dated: 19.7.18 .

NOTICE

Interview of selection and engagement of FTS from existing HHW will be held on 24.07.2018 at 12.30 pm in Kabiguru Kakshya, Bhadreswar Municipality.

All members of Interview Committee (H & FW committee of Bhadreswar Municipality) are requested to kindly make it convenient to attend the interview session on the said date and time.

Suchita Nandy Mazumder
19/07/18

Member Secretary
Health & Family Welfare Committee

Memo No: Health/

Dated:

Copy forwarded for information & necessary action to:

1. Sri Prolay Chakraborty, Chairman, Bhadreswar Municipality
2. Sri Prakash Goswami, Vice- Chairman, Bhadreswar Municipality
3. The District Magistrate, Hooghly, PO- Chinsurah, Dist. Hooghly with a request to kindly depute your representative to attend the interview session.
4. The Director, SUDA, Health wing, ILGUS Bhawan, HC Block, Sector-III, Bidhannagar, Kolkata-91 with a request to kindly depute your representative to attend the interview session.
5. The Secretary.....Dr. (Capt.) S. K. Dutta, Rotary Club.....
6. The ACMOH, Chandannagar, P.O.- Chandannagar, Hooghly
7. The Superintendent, Chandannagar Sub divisional Hospital, P.O.- Chandannagar, Hooghly

Member Secretary
Health & Family Welfare Committee



From : **Prolay Chakraborty,**
Chairman, Bhadreswar Municipality

Memo No: 5352.

Dated, Bhadreswar, the 10TH July, 2018

To The Director
SU DA, Health Wing
ILGUS Bhavan
HC-Block, Sector-III,
Bidhannagar, Kol-700091.

Sub: Filling up of vacancies of First Tier Supervisor (FTS) &
Honorary Health Worker (HHW).
Ref: Memo No. SUDA-Health/NUHM/434/16/49(70)
Dated 18/06/2018.



Sir,

With reference to above I am to inform you that as per guideline for selection of FTS and HHW under Bhadreswar Municipality Health & Family Welfare Committee has been constituted. Details of which are given below for your kind information and taking necessary action.

HEALTH & FAMILY WELFARE COMMITTEE

Sl.	Name	Designation
1.	SRI PROLAY CHAKRABORTY Chairman, Bhadreswar Municipality	President
2.	SRI PRAKASH GOSWAMI Vice-Chairman, Bhadreswar Municipality	Member
3.	Representative of District Magistrate, Chinsurah, Hooghly	Member
4.	Representative of Local NGO	Member
5.	ACMOH-Chandernagore	Member
6.	DR. SUCHITA NANDI MAJUMDER Health Officer, Bhadreswar Municipality	Member-Secretary
7.	Representative of SUDA	Specially Co-opted
8.	Superintendent of Referral Hospital	Invitee

You are, therefore requested to kindly sent the name of the representative of SUDA for further action from this end at earliest.

Yours faithfully

Chairman
Bhadreswar Municipality

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**

Ref No.SUDA-Health/NUHM/434/16/101(71)

Date28.08.2018

From : Director, SUDA

To : The Municipal Commissioner
Kolkata Municipal Corporation

: The Commissioner

Asansol / Bidhannagar / Chandernagore / Durgapur /
Howrah / Siliguri Municipal Corporation

: The Chairman

Alipurduar / Baidyabati / Balurghat / Bansberia / Baranagar / Barasat / Barrackpore /
Baruipur / Bhadreswar / Bhatpara / Budge Budge / Burdwan / Champdany / Darjeeling
/ Dum Dum / English Bazar / Garulia / Halisahar / Hooghly Chinsurah/ Jalpaiguri /
Kalyani / Kamarhati / Kanchrapara / Kharagpur / Khardah / Konnagar /
Madhyamgram / Maheshtala / Naihati / New Barrackpore / North Barrackpore / North
Dum Dum / Panihati / Pujali / Raiganj / Rajpur Sonarpur / Rishra / South Dum Dum /
Titagarh / Uluberia Municipality

: The Chairman

Bongaon / Basirhat / Beldanga / Bishnupur / Bolpur / Cooch Behar / Dalkhola /
Dhuliyon / Ghatal / Gobardanga / Habra / Haldia / Jangipur / Kalimpong / Kandi /
Katwa / Medinipur / Mirik / Murshidabad / Purulia / Ranaghat / Suri / Taherpur /
Tarakeshwar MunicipalitySub. : Filling up of vacancies of First Tier Supervisor (FTS) &
Honorary Health Worker (HHW) - Reminder - 1.

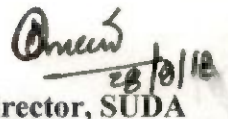
Sir / Madam,

I am to refer to this office communication bearing no. SUDA-Health/NUHM/434/16/49(76) dt.
18.06.2018 relating to filling up of vacancies of FTS & HHW along with guidelines.

Response from you w.r.t. selection of HHW & FTS is yet to be received. You are requested to
complete such selection by Mid-September, 2018 and to provide feedback to the undersigned
accordingly.

Thanking you.

Yours faithfully,



Director, SUDA

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA-Health/NUHM/434/16/49(76)**Date **18.06.2018****From : Director, SUDA****To : The Municipal Commissioner
Kolkata Municipal Corporation****: The Commissioner
Asansol / Bidhannagar / Chandernagore / Durgapur /
Howrah / Siliguri Municipal Corporation****: The Chairman
Alipurduar / Baidyabati / Balurghat / Bansberia / Baranagar / Barasat / Barrackpore /
Baruipur / Bhadreswar / Bhatpara / Budge Budge / Burdwan / Champdany / Darjeeling
/ Dum Dum / English Bazar / Gayeshpur / Halisahar / Hooghly Chinsurah/ Jalpaiguri /
Kalyani / Kamarhati / Kanchrapara / Kharagpur / Khardah / Konnagar /
Madhyamgram / Maheshtala / Naihati / New Barrackpore / North Barrackpore / North
Dum Dum / Panihati / Pujali / Raiganj / Rajpur Sonarpur / Rishra / Serampore / South
Dum Dum / Titagarh / Uluberia / Uttarpara Kotrung Municipality****: The Chairman
Bongaon / Basirhat / Beldanga / Bishnupur / Bolpur / Cooch Behar / Dalkhola /
Dhuliyon / Ghatal / Gobardanga / Habra / Haldia / Jangipur / Kalimpong / Kandi /
Katwa / Medinipur / Memari / Mirik / Murshidabad / Purulia / Ranaghat / Santipur /
Suri / Taherpur / Tarakeshwar Municipality****Sub. : Filling up of vacancies of First Tier Supervisor (FTS) &
Honorary Health Worker (HHW).****Sir / Madam,**

As per approval of the Urban Development & Municipal Affairs Department, you are requested to fill up the vacancies of First Tier Supervisor (FTS) & Honorary Health Worker (HHW) in your ULB as per the list of vacancy enclosed herewith at **Annexure – I**.

Initially you are to fill up the vacant post of FTS from amongst the regular HHWs working under Urban Primary Health Care Services (UPHCS) / Community Based Primary Health Care Services (CBPHCS) / HHW Scheme. The guideline for selection of FTS is enclosed at **Annexure – II**.

Contd. to P-2.

- 2 -

The resultant vacancy to the post of HHW after selection of FTS including the previous no. of vacancy may be considered to fill up the vacant post of HHW to be selected from the slum / vulnerable population of the respective ward of the ULB where she will work as HHW. The guideline for selection of HHW is enclosed **at Annexure – III**.

In both the cases of FTS and HHW, the no. of existing and new engagement in total shall be within the limit of sanctioned no. as mentioned **at Annexure – I**.

The list of FTS &/or HHW engaged in the vacant post may be submitted to the undersigned as per format enclosed **at Annexure – IV** for release of fund for payment of honorarium.

Thanking you.

Yours faithfully,

Enclo. : As stated.

SUDA-Health/NUHM/434/16/49(75)/1(2)

Dt. .. 18.06.2018

Copy forwarded for kind information and necessary action to :

- 1) The Mayor, Municipal Corporation
- 2) The Executive Officer, Municipality

Director, SUDA

SUDA-Health/NUHM/434/16/49(75)/2(3)

Dt. .. 18.06.2018

Copy forwarded for kind information to :

- 1) The Addl. Mission Director, NHM, DHFW
- 2) The Sr. P.A. to the Principal Secretary, DHFW
- 3) The Sr. P.A. to the Principal Secretary, UD & MA Dept.

Director, SUDA

ULB-wise list of Vacancy for HHW & FTS

Sl. No.	ULBs	HHW		FTS		Vacancy to be filled up	
		Sanctioned	Existing	Sanctioned	Existing	HHW	FTS
1	Alipurduar	39	33	7	3	10	4
2	Asansol MC	387	372	97	82	30	15
	Asansol MC (Kulti)	76	0	12	0	76	12
	Asansol MC (Raniganj)	36	35	7	6	2	1
3	Baidyabati	83	29	17	6	65	11
4	Balurghat	65	47	12	10	20	2
5	Bangaon	34	33	7	7	1	0
6	Bansberia	99	48	20	9	62	11
7	Baranagar	65	15	11	1	60	10
8	Barasat	230	135	47	24	118	23
9	Barrackpur	83	39	17	8	53	9
10	Baruipur	24	2	5	0	27	5
11	Basirhat	38	35	8	8	3	0
12	Beldanga	14	14	3	2	1	1
13	Bhadreswar	115	54	23	10	74	13
14	Bhatpara	188	90	37	24	111	13
15	Bidhannagar MC	35	24	6	3	14	3
	Bidhannagar MC (Rajarhat Gopalpur)	187	100	38	22	103	16
16	Bishnupur	19	14	3	3	5	0
17	Bolpur	18	17	3	3	1	0
18	Budge Budge	84	45	17	14	42	3
19	Burdwan	136	107	27	20	36	7
20	Champdany	94	43	17	9	59	8
21	Chandannagore MC	93	44	18	6	61	12
22	Cooch Behar	20	19	4	4	1	0
23	Dalkhola	14	12	3	3	2	0
24	Darjeeling	78	63	16	16	15	0
25	Dhulian	19	17	5	5	2	0
26	Dum Dum	53	35	10	7	21	3
27	Durgapur MC	229	214	57	54	18	3
28	English Bazar	71	51	14	12	22	2
29	Garulia	98	39	19	7	71	12
30	Gayeshpur	65	42	13	3	33	10
31	Ghatal	17	16	4	4	1	0
32	Gobardanga	17	16	4	4	1	0
33	Habra	40	39	8	8	1	0
34	Haldia	45	44	9	9	1	0
35	Halisahar	99	45	19	8	65	11
36	Hooghly Chinsurah	153	106	33	27	53	6
37	Howrah (Bally)	127	72	25	10	70	15
	Howrah MC	388	222	78	44	200	34
38	Jalpaiguri	46	36	12	7	15	5
39	Jangipur	20	18	4	4	2	0
40	Kalimpong	23	21	5	4	3	1
41	Kalyani	35	22	7	4	16	3
42	Kamarhati	140	106	27	19	42	8
43	Kanchrapara	93	66	19	9	37	10
44	Kandi	17	13	4	4	4	0
45	Katwa	24	23	5	5	1	0

Sl. No.	ULBs	HHW		FTS		Vacancy to be filled up	
		Sanctioned	Existing	Sanctioned	Existing	HHW	FTS
46	Kharagpur	112	88	30	24	30	6
47	Khardah	132	73	25	14	70	11
48	Kolkata MC	760	223	152	33	656	119
49	Konnagar	65	25	13	3	50	10
50	Madhyamgram	96	77	19	14	24	5
51	Maheshtala	205	106	42	17	124	25
52	Medinipur	38	36	8	8	2	0
53	Memari	16	15	4	4	1	0
54	Mirik	9	8	2	2	1	0
55	Murshidabad	16	14	4	0	6	4
56	Naihati	100	93	18	17	8	1
57	New Barrackpur	75	52	15	9	29	6
58	North Barrackpur	111	65	24	12	58	12
59	North Dum Dum	129	66	26	16	73	10
60	Panihati	200	70	40	21	149	19
61	Pujali	35	19	7	6	17	1
62	Purulia	29	26	6	6	3	0
63	Raiganj	70	52	14	10	22	4
64	Rajpur Sonarpur	173	96	34	17	94	17
65	Ranaghat	19	18	4	4	1	0
66	Rishra	121	114	24	20	11	4
67	Santipur	46	46	9	7	2	2
68	Serampore	170	131	30	27	42	3
69	Siliguri MC	244	194	61	37	74	24
70	South Dum Dum	200	110	40	14	116	26
71	Suri	18	17	3	3	1	0
72	Taherpur	13	10	3	3	3	0
73	Tarakeshwar	15	15	3	2	1	1
74	Titagarh	105	66	21	6	54	15
75	Uluberia	135	77	27	14	71	13
76	Uttarpara Kotrung	130	66	26	11	79	15

Goswami

Guideline for selection of First Tier Supervisor (FTS)

Process for selection & engagement of FTS :

- To be selected from the existing HHWs working at least 06 months after joining to the post.
- Must be female in the age group of 50 years & below so that she could perform as FTS at least for 10 years.
- Minimum Madhyamik or equivalent examination (as applicable) pass and is able to do simple arithmetic calculation.
- Municipal Level Health & Family Welfare Committee will select the suitable candidates for the post of FTS for Sub-Centre (SC) where vacancy exists and prepare Sub-Centre (SC)-wise final list for placement before the BOC meeting.
- Composition of Health & Family Welfare Committee is as under :

(1) Mayor / Chairman of the ULB	: President
(2) MMIC / CIC of Health	: Member
(3) Representative of District Magistrate	: Member
(4) Representatives of local NGOs	: Member
(5) ACMOH of Sub-Divisional	: Member
(6) Health Officer of ULB	: Member – Secretary
(7) Representative of SUDA	: Specially Co-opted
(8) Superintendent of referral hospital	: Invitee
- The ratified candidates by the BOC shall be engaged to the post of FTS by the Mayor / Chairman of the Municipal Corporation / Municipality on existing consolidated pay of Rs. 3,338/- per month per FTS. The engagement shall be for the period upto 31st March, 2019 and shall be continued further on the basis of satisfactory performance and on obtaining approval for extension of the Health Programmes i.e. UPHCS / CBPHCS / HHW Scheme.

Goswami

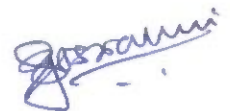
Guideline for selection of Honorary Health Worker (HHW)

Process for selection & engagement of HHWs :

- To prepare ward-wise list of vacancy for the post of HHW by the ULB.
- To be selected from the Slum / Vulnerable population of the respective ward of the ULB where she will work as HHW.
- Must be female in the age group of 25 – 35 years. In case of SC / ST / OBC (A/B) candidate the upper age limit shall be as per Govt. rules.
- Should be married / divorced / widowed.
- Minimum Madhyamik pass or equivalent exam passed.
- Having motivation / experience of rendering social services.
- The issue of selection of HHWs is to be put up in the Board of Councillors meeting of the Municipality.
- Notice to be put up in the Notice Board inviting the applications from the women of Slum / Vulnerable population.
- **Documents to be submitted / shown mandatorily by the applicant :**
 - Proof of residence (Aadhaar Card / Voter ID Card / Ration Card)
 - Original Mark sheet of Madhyamik or equivalent examination as applicable.
 - The proof of SC / ST / OBC-A / OBC-B in case of SC / ST / OBC-A / OBC-B candidates.
- Municipal Level Health & Family Welfare Committee shoulders the overall responsibility for selection of HHWs.
- **Composition of Health & Family Welfare Committee is as under :**

- | | |
|---|----------------------|
| (1) Mayor / Chairman of the ULB | : President |
| (2) MMIC / CIC of Health | : Member |
| (3) Representative of District Magistrate | : Member |
| (4) Representatives of local NGOs | : Member |
| (5) ACMOH of Sub-Divisional | : Member |
| (6) Health Officer of ULB | : Member – Secretary |
| (7) Representative of SUDA | : Specially Co-opted |
| (8) Superintendent of referral hospital | : Invitee |

- In absence of Health Officer, Executive Officer of the ULB may be designated as Member – Secretary of Municipal Level Health & Family Welfare Committee.
- Secretary convener of Health & Family Welfare committee in consultation with the Mayor / Chairman will form a 4 or 5 member **selection Sub-Committee** for preliminary selection of HHWs. The said committee will prepare the list of preliminary candidates for final selection.
- Final selection will be done by the Health & Family Welfare Committee where one representative from SUDA will be present.
- Ward-wise list of finally selected candidates against each ward and list of panel candidates (@ 10% of vacancy no. of HHW or at least 01) in preference seriatim is to be prepared.
- The list of such finally selected regular and panel candidates shall be displayed in the Notice Board for information and reporting within stipulated time period for training with a copy to Director, SUDA.
- The list of panel candidates shall remain valid for one year w.e.f. date of notification.
- Induction training of the selected regular candidates for the post of HHW shall be conducted at each ULB level for 05 days followed by engagement as HHW. On job training shall be conducted as per ASHA training module under NUHM.
- The regular candidates shall be engaged to the post of HHW by the Mayor / Chairman of the Municipal Corporation / Municipality on existing consolidated pay of Rs. 3,125/- per month per HHW. The engagement shall be for the period upto 31st March, 2019 and shall be continued further on the basis of satisfactory performance and on obtaining approval for extension of the Health Programmes i.e. UPHCS / CBPHCS / HHW Scheme.



List of FTS &/or HHW engaged in the vacant post

ULB	Name	Address with PIN Code	Mobile No.	Date of Birth (YY-MM-YYYY)	Engaged as FTS / HHW	Engaged under the Scheme	Order No. of the ULB	Date of Joining (YY-MM-YYYY)	Remarks, if any

Signature of the Mayor or Commissioner / Chairman or Executive Officer

Goswami

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**

Ref No.SUDA-Health/NUHM/434/16/101(71)

Date28.08.2018

From : Director, SUDA

To : The Municipal Commissioner
Kolkata Municipal Corporation: The Commissioner
Asansol / Bidhannagar / Chandernagore / Durgapur /
Howrah / Siliguri Municipal Corporation: The Chairman
Alipurduar / Baidyabati / Balurghat / Bansberia / Baranagar / Barasat / Barrackpore /
Baruipur / Bhadreswar / Bhatpara / Budge Budge / Burdwan / Champdany / Darjeeling
/ Dum Dum / English Bazar / Garulia / Halisahar / Hooghly Chinsurah/ Jalpaiguri /
Kalyani / Kamarhati / Kanchrapara / Kharagpur / Khardah / Konnagar /
Madhyamgram / Maheshtala / Naihati / New Barrackpore / North Barrackpore / North
Dum Dum / Panihati / Pujali / Raiganj / Rajpur Sonarpur / Rishra / South Dum Dum /
Titagarh / Uluberia Municipality: The Chairman
Bongaon / Basirhat / Beldanga / Bishnupur / Bolpur / Cooch Behar / Dalkhola /
Dhuliyan / Ghatal / Gobardanga / Habra / Haldia / Jangipur / Kalimpong / Kandi /
Katwa / Medinipur / Mirik / Murshidabad / Purulia / Ranaghat / Suri / Taherpur /
Tarakeshwar MunicipalitySub. : Filling up of vacancies of First Tier Supervisor (FTS) &
Honorary Health Worker (HHW) - Reminder - 1.

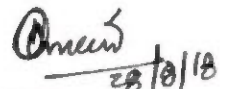
Sir / Madam,

I am to refer to this office communication bearing no. SUDA-Health/NUHM/434/16/49(76) dt. 18.06.2018 relating to filling up of vacancies of FTS & HHW along with guidelines.

Response from you w.r.t. selection of HHW & FTS is yet to be received. You are requested to complete such selection by Mid-September, 2018 and to provide feedback to the undersigned accordingly.

Thanking you.

Yours faithfully,


28/8/18
Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091

West Bengal

Ref No.SUDA-Health/NUHM/434 Pt.I/16/117

Date11.09.2018

From : Director, SUDA

To : The Chairman
Kalyani Municipality

Sub. : Filling up of vacancies of FTS & HHW.

Sir,

With reference to your order bearing no. 038/2018-19 dt. 01.09.2018, this is to inform you that Smt. Hashi Sarkar, mentioned at serial no. 03 selected as FTS is not an eligible candidate on the basis of age as per guideline issued to you vide memo no. SUDA-Health/NUHM/434/16/49(76) dt. 18.06.2018.

You are requested to send a revised order.

Thanking you.

Yours faithfully,

[Handwritten Signature]

Director, SUDA

Urban Health Programmes
ULB-wise Health Manpower - Sanctioned Vs Existing Vs Vacancy to be filled up

Sl. No.	Name of ULBs	HHW		FTS		Vacancy to be filled up	
		Sanctioned	Existing	Sanctioned	Existing	HHW	FTS
1	Alipurduar	39	33	7	3	10	4
2	Asansol MC	387	372	97	82	30	15
	Asansol MC (Jamuria)	29	29	6	6	0	0
	Asansol MC (Kulti)	76	0	12	0	76	12
	Asansol MC (Raniganj)	36	35	7	6	2	1
3	Baidyabati	83	29	17	6	65	11
4	Balurghat	65	47	12	10	20	2
5	Bangaon	34	33	7	7	1	0
6	Bansberia	99	48	20	9	62	11
7	Baranagar	65	15	11	1	60	10
8	Barasat	230	135	47	24	118	23
9	Barrackpur	83	39	17	8	53	9
10	Baruipur	24	2	5	0	27	5
11	Basirhat	38	35	8	8	3	0
12	Beldanga	14	14	3	2	1	1
13	Bhadreswar	115	54	23	10	74	13
14	Bhatpara	188	90	37	24	111	13
15	Bidhannagar MC	35	24	6	3	14	3
	Bidhannagar MC (Rajarhat Gopalpur)	187	100	38	22	103	16
16	Bishnupur	19	14	3	3	5	0
17	Bolpur	18	17	3	3	1	0
18	Budge Budge	84	45	17	14	42	3
19	Burdwan	136	107	27	20	36	7
20	Champdany	94	43	17	9	59	8
21	Chandannagore MC	93	44	18	6	61	12
22	Cooch Behar	20	19	4	4	1	0
23	Dalkhola	14	12	3	3	2	0
24	Darjeeling	78	63	16	16	15	0
25	Dhulian	19	17	5	5	2	0
26	Dum Dum	53	35	10	7	21	3
27	Durgapur MC	229	214	57	54	18	3
28	English Bazar	71	51	14	12	22	2
29	Garulia	98	39	19	7	71	12
30	Gayeshpur	65	42	13	3	33	10
31	Ghatal	17	16	4	4	1	0
32	Gobardanga	17	16	4	4	1	0
33	Habra	40	39	8	8	1	0
34	Haldia	45	44	9	9	1	0
35	Halisahar	99	45	19	8	65	11
36	Hooghly Chinsurah	153	106	33	27	53	6
37	Howrah (Bally)	127	72	25	10	70	15
	Howrah MC	388	222	78	44	200	34
38	Jalpaiguri	46	36	12	7	15	5
39	Jangipur	20	18	4	4	2	0
40	Kalimpong	23	21	5	4	3	1
41	Kalyani	35	22	7	4	16	3
42	Kamarhati	140	106	27	19	42	8
43	Kanchrapara	93	66	19	9	37	10
44	Kandi	17	13	4	4	4	0
45	Katwa	24	23	5	5	1	0
46	Kharagpur	112	88	30	24	30	6
47	Khardah	132	73	25	14	70	11
48	Kolkata MC	760	223	152	33	656	119
49	Konnagar	65	25	13	3	50	10
50	Madhyamgram	96	77	19	14	24	5
51	Maheshtala	205	106	42	17	124	25
52	Medinipur	38	36	8	8	2	0
53	Memari	16	15	4	4	1	0
54	Mirik	9	8	2	2	1	0
55	Murshidabad	16	14	4	0	6	4
56	Naihati	100	93	18	17	8	1
57	New Barrackpur	75	52	15	9	29	6
58	North Barrackpur	111	65	24	12	58	12
59	North Dum Dum	129	66	26	16	73	10
60	Panihati	200	70	40	21	149	19
61	Pujali	35	19	7	6	17	1

Sl. No.	Name of ULBs	HHW		FTS		Vacancy to be filled up	
		Sanctioned	Existing	Sanctioned	Existing	HHW	FTS
62	Purulia	29	26	6	6	3	0
63	Raiganj	70	52	14	10	22	4
64	Rajpur Sonarpur	173	96	34	17	94	17
65	Ranaghat	19	18	4	4	1	0
66	Rishra	121	114	24	20	11	4
67	Santipur	46	46	9	7	2	2
68	Serampore	170	131	30	27	42	3
69	Siliguri MC	244	194	61	37	74	24
70	South Dum Dum	200	110	40	14	116	26
71	Suri	18	17	3	3	1	0
72	Taherpur	13	10	3	3	3	0
73	Tarakeshwar	15	15	3	2	1	1
74	Titagarh	105	66	21	6	54	15
75	Uluberia	135	77	27	14	71	13
76	Uttarpara Kotrung	130	66	26	11	79	15
	TOTAL =>	7789	4829	1603	948	3603	655

**GOVERNMENT OF WEST BENGAL
HEALTH AND FAMILY WELFARE DEPARTMENT
NATIONAL HEALTH MISSION
GRANTHAGAR BHAVAN, 1ST FLOOR
SWASTHYA BHAVAN
GN-29, SECTOR-V, SALT LAKE
KOLKATA – 700091**

Memo No.: HFW/NRHM-652/12/1162

Dated: 12.03.2018

ORDER

Sub: Guideline for Selection of ASHAs in Darjeeling GTA

Background:

Under National Health Mission, an Accredited Social Health Activist (ASHA) is being engaged primarily at the village level for a population of 800-1200 in the State of West Bengal. However, the selection guideline for the 8 blocks of Darjeeling GTA is being issued taking into consideration the prevalent factors in these areas.

Blocks to be covered in this guideline:

Eight (8) blocks viz. Darjeeling-Pulbazar, Gorubathan, Jorebunglow-Sukhiapokhri, Kalimpong I, Kalimpong II, Kurseong, Mirik, Rangli-Rangliot.

A. Population to be covered by ASHA:

A.1: One ASHA is to serve a minimum of 300-500 population.

B. Eligibility for being an ASHA:

B.1: Should be a married/divorced or widowed woman

B.2: Should be a resident of the same village for which she will be selected

B.3: Should be within the age group of 30-40. In case of SC and ST candidates, the lower age limit may be relaxed to 22 years.

B.4: Should be Madhyamik appeared or equivalent

B.5: Candidates who are Madhyamik pass or possessing higher qualification are also eligible. However, in case of candidates possessing higher qualification, only marks obtained in Madhyamik or equivalent examination will be considered.

C. Documents to be submitted/shown mandatorily by the applicant:

C.1: The proof of residence (Voters Identity Card/Ration Card)

C.2: Original mark sheet of Madhyamik or equivalent examination as applicable. Mark sheet is to be provided by the candidates even in case of failure in the exam.

D. Process of selecting an ASHA:

D.1: Selection of ASHA will be done at the sub division level.

D.2: Selection will be done by ASHA Selection Committee at the sub divisional level comprising of the following members:

- MIC/Other Public Representative of the district – Chairperson
- Sub Divisional Officer (SDO) - Member Secretary
- DPHNO - Member
- DPO (ICDS) – Member
- BMOH of the concerned blocks (in rural areas) - Members

D.3: The selection would be based on

- Marks obtained by the candidate in the Madhyamik or equivalent examination (90% weightage)
- Score in the interview (10% weightage)

D.4: Areas where the majority of the population belongs to SC/ST, preference to be given to women from that category keeping the selection criteria (detailed in **Section B**) fixed.

D.5: Preference to be given to Grade I and Grade II SHG members/ trained dais/link workers keeping the selection criteria (detailed in **Section B**) fixed.

E: Steps to be followed for filling up of vacant areas:

E.1: Based on population as per Census, 2001 and within the purview of the programme guideline, the BDO and BMOH, with support from BPHN and ANM of sub centre of his/her block, will demarcate the area to be assigned to each ASHA in the Sub Centre and identify the no. of vacancies.

E.2: Based on the no. of vacancies identified, extensive publicity regarding the nature of service being sought and eligibility criteria is to be done by the BDO at the block, and the village level. The publicity will include the following:

- Advertisement in local newspapers,
- Postering at the BDO office, BPHC/RH, and Sub Centre, and
- Miking at the village level.

E.3: The BDO office will receive applications from the prospective candidates. A separate register is to be maintained at the BDO office for documenting all the applications. After initial shortlisting and scrutiny at the BDO office, the list of eligible candidates along with their applications will be sent to the SDO office for final selection by the ASHA Selection Committee as stated in **Section D.2**. The BDO office will retain a receipt copy of the list of eligible candidates sent to the SDO office. All relevant documents should be maintained properly and made available for any future verification if necessary.

E.4: On receiving the list of eligible candidates from the BDO office, an interview is to be held at the SDO office by the ASHA Selection Committee comprising of members as stated in **Section D.2**. SDO will seek the convenience of the Chairperson and convene the meeting of the ASHA Selection Committee.

E.5: Based on the marks obtained in Madhyamik or equivalent examination and scores in interview, the ASHA Selection Committee is to draw up a sub centre wise final list with a panel of three candidates for each position in **Proforma ASHA_P1 (Sub Centre Wise)** as provided by the State ASHA Cell under NHM (attached along with this order as *Annexure I*). All sections of the **Proforma ASHA_P1 (Sub Centre Wise)** should be properly filled up failing which the selection will not be approved at the State level.

E.6: At the SDO office, all relevant documents (e.g. list of eligible candidates received from the BDO office, photocopies of mark sheets and proofs of residence of candidates selected in the panel, etc.) should be maintained properly and made available for any future verification if necessary.

E.7: The sub centre wise **Proforma ASHA_P1 (Sub Centre Wise)** is to be duly approved and signed by all the members of the ASHA Selection Committee and the SDO office will send it to the CMOH for further processing.

E.8: After receipt of the approved panel in prescribed format **Proforma ASHA_P1 (Sub Centre Wise)** from the SDO office, it is to be forwarded by the CMOH, within 30 days of receipt, to the State Mission Director (NRHM), Dept. of Health & Family Welfare, Govt. of West Bengal, along with a forwarding letter, for final approval.

E.9: On receipt of the final approval from the state, the engagement of ASHA will be done by the BMOH as Member Secretary of the Block Health & Family Welfare Samiti.

E.10: Standard format for engagement will be provided by the State ASHA Cell under NHM along with the approved list.

F. Others:

F.1: The block wise sanctioned no. of ASHAs as per **Census, 2001**, is as follows:

Sl. No.	Name of the Block	Sanctioned No. of ASHAs
1	Darjeeling-Pulbazar	285
2	Gorubathan	136
3	Jorebunglow-Sukhiapokhri	252
4	Kalimpong I	169
5	Kalimpong II	151
6	Kurseong	180
7	Mirik	106
8	Rangli-Rangliot	161
	Total	1440

F.2: Preference as mentioned in **Section D.4** will precede that in **Section D.5**.

F.3: In case of non-availability of candidates matching the selection criteria, specific relaxations may be approved on a case to case basis by NHM, DoH&FW, GoWB, upon submission of a written request along with requisite proof from the Block Health & Family Welfare Samiti, by the CMOH.

F.4: After receiving engagement letter from the Block Health & Family Welfare Samiti, the ASHAs will undergo a complete residential training in various rounds as part of the capacity building mechanism. She will be entitled for a performance based incentive only after completion of stipulated round of training as per guideline.


Mission Director, NHM

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"**H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal

Ref No. SUDA-Health/63 ULBs/06/181 (60)

Date 07.08.2006

From : Director, SUDA

To : The Chairman

..... Municipality

Sub. : Grass root level manpower & health facilities under Community Based Primary Health Care Service in 63 Non-KMA ULBs.

Sir / Madam,

Apropos project proposal with regard to community based primary health care service in 63 Non-KMA ULBs, approved by the Dept. of Health & Family Welfare, the grass root level manpower & health facilities admitted for your ULB is indicated in the table below :

No. of HHWs (Regular)	1 st Panel for replacement of HHWs to be upgraded to FTSS	2 nd Panel for filling of the vacancies, if required in future (10% of regular HHWs)	Total No. of HHWs to be selected and trained	No. of regular HHWs to be engaged after completion of training	No. of Sub-Centres	No. of FTSS

N.B. : HHW = Honorary Health Worker,

FTS = First Tier Supervisor

- During selection of HHWs, no. of regular candidates & both the 1st & 2nd panel candidates are to be strictly adhered to. The list of both the panel candidates are to be prepared serially on merit basis. Guideline for selection of HHWs is enclosed.
- Total no. of regular HHWs and the panel candidates should undergo job orientation training
- After completion of training only the regular HHWs are to be engaged.
- No. of Sub-Centres as specified in the table are to be identified more or less centrally to the BPL population to be served under that particular Sub-Centre to facilitate easy access
- FTSS for Sub-Centre are to be selected for amongst the HHWs working at least for six (6) months. Detail guideline will be issued in due course.
- Working hours of grass root level manpower will be from 12 Noon to 4 P.M.

Contd. to P-2.

- Honorarium for grass root level manpower are as under :

Grass root level manpower	HHW	FTS
Honorarium per person per month (Amount in Rs.)	1,000/-	1,170/-

You are requested kindly to take necessary action with regard to selection of HHWs and identification of accommodation for Sub-Centres.

Yours faithfully/

Ushin
Director, SUDA

07.08.2006

SUDA-Health/63 ULBs/06/181/1①

Copy forwarded for kind information to :

District Magistrate, Medinipur (West)

Ushin
Director, SUDA

Encl :

Sub. : Guideline for selection of HHWs

Criteria for selection of HHWs :

- To be selected from the BPL population of the respective ward.
- Must be female in the age group of 25 – 35 years.
- Preferably married.
- Minimum class –VIII pass.
- Having motivation / experience of rendering social services.

Process for selection of HHWs :

- The issue of selection of HHWs is to be put up in the Board of Councillors meeting of the Municipality.
- Notice to be put up in the Notice Board inviting the applications from the women of BPL families.
- Municipal Level Health & Family Welfare Committee shoulders the overall responsibility for selection of HHWs.
- Secretary convener of Health & Family Welfare committee in consultation with the Chairman will form a 4 or 5 member **selection Sub-Committee** for preliminary selection of HHWs. The said committee will prepare the list of preliminary candidates for final selection.
- Final selection will be done by the Health & Family Welfare Committee where one representative from Management & Supervision Cell at SUDA will be present.
- List of finally selected candidates against each ward and list of panel candidates in preference seriatim is to be prepared.
- The list of such finally selected and panel candidates will be displayed in the Notice Board for information and reporting within stipulated period for training.

Self-

Director, SUDA

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**

Ref No. SUDA-Health/63 ULBs/07/591(44)

Date12.12.2007

From : Director, SUDA**To : The Chairman**

..... Municipality

Sub. : Guideline for Selection of First Tier Supervisor (FTS) from amongst the regular HHWs working under Community Based Primary Health Care Services.

Sir,

The eligibility criteria of the ULB for selecting First Tier Supervisor (FTS) from amongst the regular HHWs working under CBPHC are as under :

- HHWs working for at least 6 months after joining in the post.
- HHWs completed base line Health survey, submitted report to the ULB and the ULB forwarded the same to SUDA.
- HHWs started family visit fortnightly, entered health data in Family Schedule.
- HHWs prepared and submitted fortnightly HMIS report to the ULB and the ULB forwarded the same to SUDA monthly – at least for last 2 months.
- The ULB identified all the required no. of Sub-Centres.
- The ULB completed purchase of furniture, equipment & drugs for Sub-Centres.
- The ULB engaged Medical Officer as per order of Dept. of Municipal Affairs.
- The service activities for immunization, ANC / PNC check up and general treatment clinic initiated in the Sub-Centres.

The ULBs who have satisfied the above mentioned criteria are to send a confirmation to the undersigned prior to selection of FTSs from amongst the regular HHWs.

While selecting the candidature for FTS following criteria should be taken into consideration.

Criteria for Selection :

- i) Age between 25 - 36 years.
- ii) Minimum educational qualification - Madhyamik Pass and is able to do simple arithmetical calculation.

Contd. to P-2.

o/c

- 2 -

iii) She should have executed her duties properly while working as regular HHW. Preliminary assessment is to be done by HO / MO (in their absence Executive Officer).
Check list of which are as follows :

- Attendance and field activities / performance,
- Collection and compilation of base line health survey data,
- Ability in filling up of Family Schedule, HMIS format,
- Maintaining records, registers,
- Assist in conduct of immunization, ANC / PNC clinic, general treatment clinic,
- Level of capacity for motivational work,
- Possession of leadership quality.

The list of HHWs per SC is to be prepared by the HO / MO (in their absence Executive Officer) indicating gradation of preliminary assessment as good / average / poor. The said list is to be placed on the day of selection of FTS before the Municipal Level Health & Family Welfare Committee (MHFWC) who has been vested with the responsibility of selection.

Written test and viva voce for all the eligible & willing HHWs of each SC will be conducted on the same day by MHFWC on the prescribed questionnaire from SUDA. The date & time for selection is to be intimated to all the members of MHFWC including SUDA well in advance.

The MHFWC will select the suitable candidates for the post of FTS per SC and prepare SC-wise final list for placement before the BOC meeting.

The list of finally selected FTSs so ratified by the BOC meeting is to be forwarded by the Chairman of the ULB to the undersigned for office record. The selected FTSs are to undergo training, the details of which will be intimated to you on receipt of list of selected FTSs. On completion of such training for FTSs, they will be engaged as FTSs for which necessary instruction will follow.

Thanking you.

Yours faithfully,

Director, SUDA

Dt. .. 12.12.2007

SUDA-Health/63 ULBs/07/591(44)/1(1)

Copy forwarded for information and necessary action to :

Jt. Secretary, Dept. of Municipal Affairs.

13/12/07
Director, SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA-Health/63 ULBs/06/15(7)

Date10.08.2006

From : Director, SUDA

To : The Chairman
Santipur / Nabadwip / Birnagar / Taherpur /
Coopers Camp / Ranaghat / Chakdah Municipality
Dist. : NadiaNADIA
o/cSub. : Community based primary health care services in 63 Non-KMA ULBs -
Implementation of.

Sir / Madam,

You may be aware that with the approval of Dept. of Health & Family Welfare, community based primary health care services in 63 Non-KMA ULBs has been launched in February, 2006. Dept. of Municipal Affairs has been vested with the responsibility of implementation of the said programme through SUDA. In this connection, a sensitization session with the chairperson of the ULBs concerned had been organized at SUDA on 16.06.2006 to discuss the programme and preliminary actions to be undertaken by the ULBs. Following to the said discussion session, a few information had been received from some of the ULBs. But the required information are still pending from a good no. of ULBs.

Pursuant to it you are requested to submit the following information to the undersigned by 24th August, 2006 :

- a) List of ward-wise BPL population.
- b) Municipal map showing ward boundary along with no. of BPL population.
- c) Constitution of **Municipal Level Health & Family Welfare Committee (MHFWC)** with the following members :
 - (1) Chairman of the Municipality : President
 - (2) Councillor-in-Charge of Health : Member
 - (3) Representative of District Magistrate : Member
 - (4) Representatives of local NGOs : Member
 - (5) ACMOH of Sub-Divisional Hospital : Member
 - (6) Health Officer of Municipality : Member - Secretary
 - (7) President, Community Development Society: Specially Co-opted
 - (8) Representative of SUDA : Specially Co-opted
 - (9) Superintendent of referral hospital : Invitee

A copy of the resolution constituting the said Committee is to be forwarded.

Contd. to P-2.

d) Opening of a separate Bank A/C in the name of "HHW Scheme, Municipality" where the joint signatory will be Chairman / Vice-Chairman and Finance Officer / Executive Officer.

After opening the Bank A/C, A/C No. & Name of the Bank is to be forwarded

From this office record, status on information already submitted by the ULBs is tabulated hereunder :

ULBs	List of ward-wise BPL population (a)	Municipal map showing ward boundary along with no. of BPL population (b)	Constitution of MHFWC (c)	Opening of a separate Bank A/C (d)	Remarks
Santipur	Yes	Yes	No	Yes	To submit (c)
Nabadwip	Yes	Yes	No	No	To submit (c) & (d)
Birnagar	Yes	No	No	No	To submit (b), (c) & (d)
Taherpur	No	No	No	No	To submit (a),(b),(c) & (d)
Coopers Camp	Yes	Yes	No	No	To submit (c) & (d)
Ranaghat	Yes	Yes	No	Yes	To submit (c)
Chakdah	Yes	Yes	No	No	To submit (c) & (d)

On receipt of the required information of your ULB as detailed in the Remarks Column of the above Table, the next stage for implementation of the programme will be taken up consequently.

Thanking you.

Yours faithfully,

Chitra
Director, SUDA

10.08.2006

SUDA-Health/63 ULBs/06/19(3)/1001

Copy forwarded for kind information to :

District Magistrate, Nadia

Chitra
Director, SUDA

10.08.2006

SUDA-Health/63 ULBs/06/19(7)/1001

Copy forwarded for kind information to :

CMOH, Nadia

Chitra
Director, SUDA

Government of West Bengal
Department of Urban Development & Municipal Affairs
Nagarayan, Block-DF-8, Sector-I,
Salt Lake, Kolkata-700 064

No:192/MA/C-10/3S-12/2018

Dated Kolkata the 19th February,2018.

From:
Special Secretary to the
Govt. of West Bengal

To
The Director,
SUDA

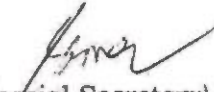
Sub:- Filling up of vacancies of HHW and FTS.

Sir,

Urban Development & Municipal Affairs Department in principle accords approval of filling up of vacancies in respect of HHW and FTS as per existing guidelines/norms as per the process adopted in the earlier occasion.

Action taken report may please be sent to the Department thereafter.

Yours faithfully,

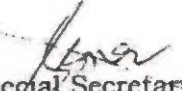

(Special Secretary)

No: 192/1 /MA/C-10/3S-12/2018

Dated Kolkata the 19th February,2018.

Copy to:

Private Secretary to Hon^{ble} M.I.C, UD & MA Deptt.


Special Secretary.

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

Flay-B

PA
Do (H)

[Handwritten signature]
13/12/13

No: 1154/MA/C-10/3S-30/2012

Dated Kolkata the 9th December, 2013

ORDER

The Governor, in supersession of all previous orders, is pleased hereby to direct that the maximum age limit for contractual personnel engaged in fifty two (52) Urban Local Bodies covered under "Urban Primary Health Care Services" (hereinafter referred to as UPHCS), presently being funded by Department of Municipal Affairs shall be 60 years excepting those engaged as Medical Officers or Specialists Doctor.

This order shall take effect from 01.01.2014.

The term of engagement of those contractual personnel, who have attained 60 years of age or more, if any, or likely to attain 60 years of age before 01.01.2014, shall terminate on 31.12.2013.

By order of the Governor

Sd/- B.C. Patra
Joint Secretary to the
Government of West Bengal

No: 1154/1(60)/MA/C-10/3S-30/2012

Dated Kolkata the 9th December, 2013

Copy forwarded for information and necessary action to the:-

- 1) Mayor/Chairperson, _____ Municipal Corporation/Municipality, P.O. _____, Dist. _____
- ✓ 2) Director, State Urban Development Agency, ILGUS Bhavan, HC Block, Salt Lake, Kolkata - 700 106.
- 3) Director of Local Bodies, Government of West Bengal, Purta Bhavan, Salt Lake, Kolkata - 700 091.
- 4) Project Officer (Health), State Urban Development Agency, ILGUS Bhavan, HC Block, Salt Lake, Kolkata - 700 106.
- 5) Joint Secretary, Finance Department, Government of West Bengal, 'Nabanna', Howrah
- 6) Joint Secretary, Health & Family Welfare Department, Government of West Bengal, Swasthya Bhavan, GN-29, Sector-V, Salt Lake, Kolkata - 700 091.
- 7) P.S. to MIC, Municipal Affairs & Urban Development Departments.
- 8) Guard File of Cell-10.

[Handwritten signature]
Joint Secretary to the
Government of West Bengal

Flay-"c"

ULB-wise Sanctioned vis-à-vis Existing No. of HHWs under UPHCS

District	Sl. No.	Name of ULBs	No. of Ward	Sanctioned No. of HHW	Existing no. of HHW	Vacancy for HHW
Alipurduar	1	Alipurduar	20	39	34	5
Paschim Burdwan	2	Asansol MC	106	387	364	23
Hooghly	3	Baidyabati	22	83	33	50
Dakshin Dinajpur	4	Balurghat	25	65	52	13
Hooghly	5	Bansberia	22	99	58	41
North 24 Parganas	6	Baranagar	34	65	14	51
North 24 Parganas	7	Barasat	32	230	150	80
North 24 Parganas	8	Barrackpore	24	83	47	36
South 24 Parganas	9	Baruipur	17	24	2	22
Hooghly	10	Bhadreswar	22	115	61	54
North 24 Parganas	11	Bhatpara	35	188	106	82
North 24 Parganas	12	Bidhannagar MC	60	222	132	90
South 24 Parganas	13	Budge Budge	20	84	54	30
Purba Burdwan	14	Burdwan	35	136	111	25
Hooghly	15	Champdani	22	94	48	46
Hooghly	16	Chandannagar MC	33	93	48	45
Darjeeling	17	Darjeeling	32	78	64	14
North 24 Parganas	18	Dum Dum	22	53	38	15
Paschim Burdwan	19	Durgapur MC	43	229	222	7
Malda	20	English Bazar	29	71	53	18
North 24 Parganas	21	Garulia	20	98	47	51
Nadia	22	Gayeshpur	18	65	43	22
North 24 Parganas	23	Halisahar	23	99	51	48
Hooghly	24	Hooghly Chinsurah	30	153	109	44
Howrah	25	Howrah MC	66	515	254	261
Jalpaiguri	26	Jalpaiguri	25	46	41	5
Nadia	27	Kalyani	20	35	24	11
North 24 Parganas	28	Kamarhati	35	140	120	20
North 24 Parganas	29	Kanchrapara	24	93	73	20
Paschim Medinipur	30	Kharagpur	35	112	92	20
North 24 Parganas	31	Khardah	22	132	89	43
Kolkata	32	Kolkata MC		760	270	490
Hooghly	33	Konnagar	20	65	28	37
North 24 Parganas	34	Madhyamgram	28	96	84	12
South 24 Parganas	35	Maheshtala	35	205	115	90
North 24 Parganas	36	Naihati	31	100	93	7
North 24 Parganas	37	New Barrackpore	20	75	55	20
North 24 Parganas	38	North Barrackpore	23	111	75	36
North 24 Parganas	39	North Dum Dum	31	129	77	52
North 24 Parganas	40	Panihati	35	200	92	108
South 24 Parganas	41	Pujali	15	35	22	13
Uttar Dinajpur	42	Raiganj	25	70	55	15
South 24 Parganas	43	Rajpur Sonarpur	35	173	109	64
Hooghly	44	Rishra	23	121	117	4
Hooghly	45	Serampore	29	170	135	35
Darjeeling	46	Siliguri MC	47	244	199	45
North 24 Parganas	47	South Dum Dum	35	200	127	73
North 24 Parganas	48	Titagarh	23	105	74	31
Howrah	49	Uluberia	29	135	88	47
Hooghly	50	Uttarpara Kotrung	24	130	71	59
Total =>				7050	4520	2530

Government of West Bengal
Health & Family Welfare Department
Swasthya Bhavan, Wing-'B',
GN-29, Sector-V, Salt Lake
Bidhannagar, Kolkata- 700091

No. HS- 264(5)/17

Dated: 09.12.2017

To

1. Shri Saurabh Das, IAS
Additional Chief Secretary to the
Government of West Bengal
Panchayat & Rural Development Department
2. Shri Onkar Singh Meena, IAS
Secretary to the Government of West Bengal
Urban Development & Municipal Affairs Department
3. Shri Dushyant Nariala, IAS
Secretary to the Government of West Bengal
School Education Department
4. Shri Khalil Ahmed, IAS
Commissioner, Kolkata Municipal Corporation
5. Smt. Sanghamitra Ghosh, IAS
Secretary to the Government of West Bengal
Women & Child Development and Social Welfare Department

Sir/Madam,

I enclose herewith a copy of the minutes of the meeting taken by the Chief Secretary for preparation of Joint Action Plan to tackle vector borne diseases held at Nabanna on 27.11.2017. As also advised by the Hon'ble Chief Minister in the Administrative Review Meeting held on 04.12.2017 a District Level Monitoring Team(DLMT) has been constituted to prepare micro plan to be subsumed as a part of Joint Action Plan and implement the same. The respective District Magistrates have also been advised vide my letter dated 9.12.2017(**copy enclosed**).

2. The Secretary, Public Health Programme of the Department has also requested to nominate suitable officers at the State Level Committee and I shall be grateful if nominations are sent early.
3. Suitable actions as per the decision of the meeting regarding creation of post and filling up may be taken up by the respective Departments as per need assessment.

Yours faithfully,

Encls: As stated.


9/12/17
Principal Secretary to the
Government of West Bengal

Copy to the Secretary, Public Health Programme, Health & Family Welfare Department.

- (iv) To constitute the Vector Control Team in the Ward, the basic level team would comprise of either ASHA (who are available only in slum concentrated areas) or Honorary Health Workers (currently 3,000 vacant) plus voluntary health workers (to be paid honorarium on day basis which is currently Rs. 75/- only and needs to be revised). This team will conduct house to house survey, detection of fever case, larvaecide measures and spray.
- (v) The report of 10 such teams i.e. on an average for 5 Wards will be monitored by First Tier Supervisor (FTS) who shall be responsible to create first level report, generating digital data through web mechanism and issue of alerts.
- (vi) The work of all FTS in the ULBs shall be monitored by the Municipal Health Officer who shall be responsible for monitoring of database generated by the FTS, analyzing alerts and escalating issues, if needed to the Executive Officer of the Municipalities/Commissioner/Chairman/Mayor-in-Council.
- (vii) The Executive Officer of Municipality being alerted by Health Officer shall also be responsible to direct the Conservancy Officer/Sanitary Inspector in a particular Ward/area to intensify conservancy work on analysis of alerts.
- (viii) Public Health Supervisor, in addition to the Municipal Health Officer (to be engaged with a suitable qualification, possibly with Zoology at the under graduate level on contract) will be responsible for entomology and compilation of data, analysis and draw local level action plan and response in consultation with the Municipal Health Officer.

Minutes of the meeting taken by Chief Secretary for preparation of a Joint Action Plan to tackle Vector-borne Diseases held at Nabanna on 27/11/2017.

The meeting was chaired by the Chief Secretary with Shri Saurabh Kumar Das, IAS, Additional Chief Secretary, P & R D Department, Shri Onkar Singh Meena, IAS, Secretary, UD & MA Department, Shri Dushyant Nariala, IAS, Secretary, School Education Department and Commissioners of Kolkata/Bidhannagar/Howrah Municipal Corporations to discuss strategies for intensification of Vector-borne disease control and other communicable diseases and to prepare a Joint Action Plan by the stake-holder Departments.

(2) The discussion took place in keeping with the background note circulated to the Departments vide No. HS-246(6)/2017 dated 21/11/2017 of the Health & Family Welfare Department. The following decisions were taken:

Part A: Municipal Affairs Department

- (i) There are about 3000 vacancies of household workers under the Municipal Affairs Department including shortage of health planners at the Corporations/Municipalities.
- (ii) The conservancy structure of the ULBs needs to be adequately staffed led by a Conservancy Officer and sufficient Majdoors.
- (iii) The ULBs will have two spray machines per Ward and two fogging machines covering a population 25,000. Therefore, two Vector Control Teams per Ward will be constituted comprised of two members. These members may be from existing staff of the ULBs or volunteers.

(f) Any additional technical support needed by the Municipal Health Officer/ULBs shall be communicated to the district CMOH, District Magistrate and in KMC to the Commissioner.

(x) All ULBs shall identify one fixed day for monitoring meeting in a week.

Part B: Panchyat & Rural Development and PHE Department

- (i) The P&RD and PHE Department will do intensive IEC and fully utilize Mission Nirmal Bangla Project towards this purpose in consultation with the respective District Magistrates. DPRDO shall be the Monitoring Officer.
- (ii) A major work in the rural areas shall also be related to clearing of water hyacinth from the ponds.
- (iii) PHE Department would also deploy Gram Panchyat level PHE functionaries in case for need of conservancy.

Part C: School Education Department

- (i) Intensified IEC for awareness of vector borne disease and H1N1 prevention, shall be taken through the School Safety Committee in all schools and in particular, before the closing of schools for summer vacation/ long vacation.

Part D: Health & Family Welfare Department

- (i) Health & Family Welfare Department will act as Nodal Department to provide technical support to all stakeholders with regard to developing IEC materials, capacity building of field level workers, issue of guidelines for case management and devising monitorable targets and report formats.

- (ii) Multipurpose health workers(male) will be recruited at selected sub-centers to be determined by the Health & Family Welfare Department for the rural areas.
- (iii) Additional incentive will be provided to ASHA for handling vector borne diseases.
- (iv) Vacant post of the BPHN will be filled up at the BMOH level who shall nodally be responsible for public health programmes with special emphasis on control of vector borne diseases.
- (v) The vacant post of epidemiologist shall be filled in urgently.

(3) Pooling of budgetary resources from different departments covering the State budget, NUHM, Vector Borne Disease Control Programme, MGNREGA will be made part of Joint Action Plan funding.

(4) The house to house activity will start from January of each year and fortnightly surveillance shall be carried out by the Vector Borne Control Teams in municipal areas. In rural areas this programme will be carried out as determined by the District Level Monitoring Team.

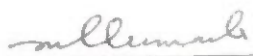
(5) A **District Level Monitoring Team(DLMT)** will be formed constituted of i) DM-Chairman, ii) ADM in charge of health-Convener, iii) ADM, Zilla Parishad, iv) CMOH, v) Executive Engineer, PHE vi) Executive Engineer, PWD vii) Executive Officers of all Municipalities, viii) District Social Welfare Officers, ix) District Inspector of Schools(SE), x) District Inspector of Schools(Primary), xi) Deputy CMOH-II, xii) Commissioner of concerned Municipal Corporation. This DLMT will formulate district public health action plan based on the micro-plan developed at ULBs and block levels for disease surveillance. They will monitor the action plan on regular interval. Each DLMT will also create a

Rapid Response Team(RRT) constituted of one Epidemiologist, one/two Entomologist, PHN(public health) and four Health Assistant(Male). The RRT shall be deployed immediately in case of any early warning signal or on apprehension of an outbreak.

(6) It will also be worked out that all personnel who are part of the joint action plan do not go on long leave at the same point of time such as puja vacations during September - October and their due leave may be compensated at a later date in keeping with the norms to be worked out.

(7) A State Nodal Monitoring Committee on vector borne disease shall be headed by Secretary, Public Health Programme(PHP) in the Health & Family Welfare Department and senior officers from the Municipal Affairs Department, P & RD Department, PHE Department, School Education Department and Women & Child Development Department.

(8) It is expected that Joint Action Plan shall be ready and published by 3rd week of December, 2017.


6 | 12 | 17
(M. K. De)
Chief Secretary

ULB-wise Sanctioned No. of HHW under UPHCS, Freezing No. of HHW and Sanctioned No. of ASHA under NUHM

District	Sl. No.	Name of ULBs	Sanctioned No. of HHW under UPHCS	Freezing No. of HHW	Existing no. of HHW	Vacancy for HHW on the basis of Sanctioned No.	Sanctioned No. of ASHA under NUHM
Alipurduar	1	Alipurduar	39	34	34	5	3
Paschim Burdwan	2	Asansol MC	387	372	364	23	329
Hooghly	3	Baidyabati	83	34	33	50	23
Dakshin Dinajpur	4	Balurghat	65	52	52	13	38
Hooghly	5	Bansberia	99	59	58	41	63
North 24 Parganas	6	Baranagar	65	19	14	51	29
North 24 Parganas	7	Barasat	230	157	150	80	70
North 24 Parganas	8	Barrackpore	83	48	47	36	51
South 24 Parganas	9	Baruipur	24	-	2	22	16
Hooghly	10	Bhadreswar	115	64	61	54	64
North 24 Parganas	11	Bhatpara	188	107	106	82	160
North 24 Parganas	12	Bidhannagar MC	222	136	132	90	167
South 24 Parganas	13	Budge Budge	84	56	54	30	12
Purba Burdwan	14	Burdwan	136	111	111	25	146
Hooghly	15	Champdani	94	48	48	46	87
Hooghly	16	Chandannagar MC	93	48	48	45	46
Darjeeling	17	Darjeeling	78	64	64	14	27
North 24 Parganas	18	Dum Dum	53	38	38	15	49
Paschim Burdwan	19	Durgapur MC	229	222	222	7	156
Malda	20	English Bazar	71	53	53	18	37
North 24 Parganas	21	Garulia	98	47	47	51	36
Nadia	22	Gayeshpur	65	43	43	22	41
North 24 Parganas	23	Halisahar	99	53	51	48	73
Hooghly	24	Hooghly Chinsurah	153	109	109	44	44
Howrah	25	Howrah MC	515	257	254	261	252
Jalpaiguri	26	Jalpaiguri	46	41	41	5	38
Nadia	27	Kalvani	35	24	24	11	52
North 24 Parganas	28	Kamarhati	140	121	120	20	71
North 24 Parganas	29	Kanchrapara	93	74	73	20	29
Paschim Medinipur	30	Kharagpur	112	92	92	20	121
North 24 Parganas	31	Khardah	132	90	89	43	25
Kolkata	32	Kolkata MC	760	293	270	490	1200
Hooghly	33	Konnagar	65	28	28	37	10
North 24 Parganas	34	Madhyamgram	96	85	84	12	34
South 24 Parganas	35	Maheshtala	205	116	115	90	144
North 24 Parganas	36	Naihati	100	93	93	7	48
North 24 Parganas	37	New Barrackpore	75	55	55	20	24
North 24 Parganas	38	North Barrackpore	111	76	75	36	30
North 24 Parganas	39	North Dum Dum	129	77	77	52	61
North 24 Parganas	40	Panihati	200	97	92	108	116
South 24 Parganas	41	Pujali	35	-	22	13	-
Uttar Dinajpur	42	Raiganj	70	55	55	15	74
South 24 Parganas	43	Rajpur Sonarpur	173	112	109	64	79
Hooghly	44	Rishra	121	117	117	4	50
Hooghly	45	Serampore	170	135	135	35	60
Darjeeling	46	Siliguri MC	244	201	199	45	173
North 24 Parganas	47	South Dum Dum	200	128	127	73	65
North 24 Parganas	48	Titagarh	105	75	74	31	82
Howrah	49	Uluberia	135	89	88	47	166
Hooghly	50	Uttarpara Kotrung	130	72	71	59	14
Total =>			7050	4577	4520	2530	4785

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA-Health/NUHM/434/16/178

Date 31.08.2017

From : Director, SUDA

To : The Chairman
Krishnagar Municipality

Sub. : HHWs & FTSs who are utilized under NUHM.

Sir,

In continuation to this office memo bearing no. SUDA-Health/NUHM/434/16/70(85) dt. 30.06.2017 this is to inform you that the no. of HHW which were intimated to you as 19 should be taken ^{as} 35 as it was in the previous year.

Thanking you.

Yours faithfully,



Director, SUDA

SUDA-Health/NUHM/434/16/178/1(1)

Dt. .. 31.08.2017

CC

The Executive Officer, Krishnagar Municipality



Director, SUDA

SUDA-Health/NUHM/434/16/178/1(2)

Dt. .. 31.08.2017

CC

1. The Addl. Mission Director, NHM & Addl. Secretary (H&FW)
2. The Sr. PA to the Secretary, UD & MA Department



Director, SUDA

Filey D

GOVERNMENT OF WEST BENGAL
HEALTH & FAMILY WELFARE DEPARTMENT
NATIONAL HEALTH MISSION (NHM)
GN-29, 1ST FLOOR, GRANTHAGAR BHAWAN,
SWASTHYA BHAWAN PREMISES, SECTOR -V
SALT LAKE, BIDHANNAGAR, KOLKATA - 700 091.

☎ 033 - 2357 - 7928, ☎ 033 - 2357 - 7930,
Email ID: spmu.nuhm@gmail.com; website: www.wbhealth.gov.in

Memo No. HFW/NUHM/553/2015/2903

Date: 15.09.2016

From: Sanghamitra Ghosh
Mission Director, NHM,
Health and Family Welfare Department,
Government of West Bengal.

To: 1) Secretary, Department of Municipal Affairs, Govt. of West Bengal
2) Commissioner, Kolkata Municipal Corporation
3) Director, State Urban Development Agency
4) Chief Medical Officer of Health (All Districts)

*Sub: Guidelines for utilisation of existing HHW against
the sanctioned numbers of ASHA under NUHM*

Sir,

As per NUHM framework, ASHA has a significant role to play in improving health care services among urban poor. As per NUHM norms, one ASHA will serve ~000-2500 vulnerable population like slum dwellers, homeless/ pavement dwellers, beggars, street children, women working as commercial sex workers, construction workers, rickshaw pullers, elderly poor, disabled people and people with mental illness.

You are aware that Community Health Workers (CHW), such as First Tier Supervisor (FTS) and Honorary Health Worker (HHW) engaged under various schemes, are deployed in all the ULBs approved under NUHM except Darinighata, Kulti and Dankam. These FTSs and HHWs perform RCH as well as Public Health activities with regard to the BPL population. Their fixed monthly honorarium is borne on the state budget. As informed by Director, SUDA, vide Memo No. SUDA/Health/1014/2016 dated 04.09.2016, there are 7721 number of CHW (both FTSs and HHWs) deployed in the list of 147 ULBs. Out of which 6931 are HHWs in the ULBs approved under NUHM.

The sanctioned number of ASHAs under NUHM in these 88 ULBs is 6058. It has been decided by the Competent Authority that instead of engaging fresh ASHAs in these ULBs, the existing HHWs will be utilised against the sanctioned numbers of ASHA under NUHM.


All existing CHWs will continue under NUHM as FTS & HHW and will provide services as before.

Now on the basis of existing number of HHWs in the ULBs, it has been decided that

1. In the ULBs where the sanctioned number of ASHAs is more than the existing number of HHWs, all the existing HHWs will continue against the sanctioned ASHAs, and the remaining area will be served by engaging new ASHAs.
2. In the ULBs where sanctioned number of ASHAs is less than or equal to the total number of existing HHWs, all the HHWs (even the excess number) will continue under NUHM. No ASHAs will be engaged in such ULBs at present. New ASHAs in these ULBs will be engaged only when the number of existing HHWs becomes less than the sanctioned number of ASHAs under NUHM.
3. After retirement of an HHW, her service area will be served by engaging fresh ASHA. All ASHAs will be engaged as per the guideline to be issued by the Deptt of Health & Family Welfare shortly.

This is for your kind information.

Yours faithfully,


(Sanghamitra Ghosh)

Memo No. HFW/NUHM/553/2015/2903/(2)

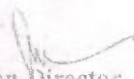
Date: 15.09.2016

Copy forwarded for information to:

1. Director Health Services, Govt. of West Bengal
2. Commissioner, Municipal Corporation (Howrah MC/ Bidhannagar MC/ Chandannagar MC/ Asansol MC/ Durgapur MC/ Siliguri MC)
3. State Family Welfare Officer, Govt. of West Bengal
4. CMHO, Kolkata Municipal Corporation

5. Executive Officer, Municipality (Raigunj / Islampur / Kaliagunj / Balurghat / Gangarampur / English Bazar / Old Malda / Krishnagar / Kalyani / Nabadwip / Santipur / Chakdah / Gayeshpur / Haringhata/ Ranaghat / Maheshtala / Diamon Harbour / Rajpur Sonarpur / Budge budge / Baruipur / Burdwan / Kalna / Katwa / Rampurhat / Suri / Bolpur / Medinipur / Jhargram / Kharagpur / Ghatal / Tamralipta / Haldia / Contai / Panskura / Alipurduar / Berhampur / Dhulia / Jangipur / Azimgunj Jiagunj / Kandi/ Coochbehar/ Jalpaiguri/ Darjeeling / Barasat / Basirhat /Bhatpara / Habra / Ashoknagar Kalyangarh / Bangaon / Baranagar / Barrekpore / Dundum / Halisahar / Kamarhati / Kanchrapara / Khardaha / Madhyamgram / Naihati / North Barrackpore / North Dumdum / Panihati / South Dumdum / Titagarh / Baduria / New Barrackpur / Garulia / Uluberia / Hooghly Chinsurah /Dankuni / Baidyabati / Bansberia / Bhadreswar / Champdani / Rishra / Serampore / Uttarpara Kotrang / Arambag / Konnagar / Bankura / Bishnupur / Purulia)
6. Sr. PA to Principal Secretary to the Govt. of West Bengal, Department of Health and Family welfare for kind information of Principal Secretary
7. State ASHA Cell, Health & Family Welfare Department, Govt. of West Bengal
8. IT Cell, Swasthya Bhawan for web posting
9. Guard file

Yours faithfully,


Addl. Mission Director, PHM &
Special Secretary, West Bengal

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. **SUDA-Health/NUHM/434/16/79**

Date **06.07.2017**

From : Addl. Director, SUDA

**To : The Chairman
Nabadwip Municipality**

**Sub. : Corrigendum w.r.t. details of HHWs & FTSs who are utilized under
NUHM in Nabadwip Municipality.**

Ref. : Your communication vide no. 63/F-100/16-17/M&S Cell/NM dt. 05.07.2017.

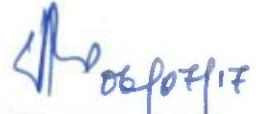
Sir,

Designation of Smt. Swapna Mondal (Ghosal) shall read as FTS in place of HHW. Thus the freezing no. of FTS will be 08 instead of 07.

Thanking you.

Enclo. : As stated.

Yours faithfully,



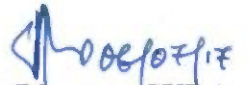
Addl. Director, SUDA

SUDA-Health/NUHM/434/16/79/1(1)

Dt. .. 06.07.2017

CC

The Executive Officer, Nabadwip Municipality



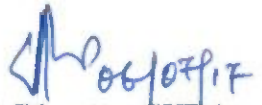
Addl. Director, SUDA

SUDA-Health/NUHM/434/16/79/1(2)

Dt. .. 06.07.2017

CC

1. The Commissioner, H & FW & Addl. Mission Director, NHM, DHFW
2. PS to the Secretary, UD & MA Department



Addl. Director, SUDA

S.T. D - 03472
Ph: 240-008, 241-279



OFFICE OF THE BOARD OF COUNCILLORS
NABADWIP MUNICIPALITY
NABADWIP, NADIA
chairmannabadwip@gmail.com

Memo No. 63/F-50/98-17/M & S Cell / NM /

Date: 05/07/17

From: Sri Biman Krishna Saha,
Chairman,
Nabadwip Municipality,
Nabadwip, Nadia.

To,
The Director
State Urban Development Agency (SUDA),
Health Wing, Ilgus Bhwabau,
H-C Block, Sector-III, Bidhannagar,
Kolkata-700091.

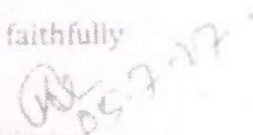
Sub: Details of existing FTS & HHWs who are utilized under NUHM.
Ref: SUDA-Health/NUHM/434/16/199(88) dt 02.05.16

Sir,

In reference to above i like to say you that this office sends you the list of HHWs and FTSs on 02/05/17. In sl.no 20 on that list, designation of Swapna Mondal(Ghoshal) erroneously recorded as HHW in place of FTS.

Now, I request to you, please edit the error and do the needful.
With thanks,

Yours faithfully


Chairman
Nabadwip Municipality
Chairman
Nabadwip Municipality

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA-Health/NUHM/434/16/70(85)**Date **30.06.2017****From : Director, SUDA****To : The Municipal Commissioner
Kolkata Municipal Corporation****: The Commissioner
..... Municipal Corporation****: The Chairman
..... Municipality****Sub. : HHWs & FTSs who are utilized under NUHM.****Sir / Madam,**

With reference to details of existing HHWs & FTSs submitted by your ULB in response to this office communication bearing no. SUDA-Health/NUHM/434/16/199(88) dt. 23.12.2016, I am directed to inform you that existing no. of HHWs & FTSs is freezed for your ULB as approved by the Dept. of UD & MA. ULB-wise freezing no. of HHW & FTS is enclosed at **Annexure – I**.

You are requested to follow the order bearing no. 1154/MA/C-10/3S-30/2012 dt. 09.12.2013 of the Department of Municipal Affairs (enclosed at **Annexure – II**) w.r.t. retirement of manpower and to inform SUDA accordingly within 15 days of such retirement.

Further engagement of HHW / FTS by the ULB to fill up the vacancy relating to freezing no., if any, without obtaining prior approval from SUDA shall not be allowed.

ULB-wise details of existing HHWs & FTSs is made available to NUHM, DHFW.

Thanking you.

Yours faithfully,

Enclo. : As stated.



Director, SUDA



SUDA-Health/NUHM/434/16/70(85)/1(2)

Dt. .. 30.06.2017

CC

1. The Mayor, Municipal Corporation
2. The Executive Officer, Municipality

Director, SUDA

SUDA-Health/NUHM/434/16/70(85)/1(2)

Dt. .. 30.06.2017

CC

1. The Commissioner, H & FW & Addl. Mission Director, NHM, DHFW
– Soft copy of details of HHW & FTS is forwarded to you.
2. PS to the Secretary, UD & MA Department

Director, SUDA

ULB-wise Freezing no. of HHW & FTS

District	Sl. No.	ULBs	Freezing No. of	
			HHW	FTS
Alipurduar	1	Alipurduar	34	3
Paschim Burdwan	2	Asansol MC	436	94
Paschim Burdwan	3	Durgapur MC	222	53
Bankura	4	Bankura	28	6
Basirhat HD	5	Baduria	17	4
Basirhat HD	6	Basirhat	35	8
Birbhum	7	Bolpur	17	3
Birbhum	8	Suri	18	3
Bishnupur HD	9	Bishnupur	14	2
Purba Burdwan	10	Burdwan	111	21
Purba Burdwan	11	Kalna	18	3
Purba Burdwan	12	Katwa	23	5
Cooch Behar	13	Cooch Behar	19	4
Dakshin Dinajpur	14	Balurghat	52	10
Dakshin Dinajpur	15	Gangarampur	18	4
Darjeeling	16	Darjeeling	64	16
Darjeeling	17	Siliguri MC	201	42
Diamond Harbour HD	18	Diamond Harbour	16	4
Hooghly	19	Arambag	18	4
Hooghly	20	Baidyabati	34	8
Hooghly	21	Bansberia	59	10
Hooghly	22	Bhadreswar	64	12
Hooghly	23	Champdany	48	9
Hooghly	24	Chandernagore MC	48	8
Hooghly	25	Hooghly Chinsurah	109	27
Hooghly	26	Konnagar	28	6
Hooghly	27	Rishra	117	20
Hooghly	28	Serampore	135	27
Hooghly	29	Uttarpara Kotrung	72	12
Howrah	30	Howrah	257	47
Howrah	31	Uluberia	89	14
Jalpaiguri	32	Jalpaiguri	41	7
Jhargram	33	Jhargram	18	4
Kolkata	34	Kolkata MC	293	45
Malda	35	English Bazar	53	12
Malda	36	Old Malda	20	4
Murshidabad	37	Berhampur	40	8
Murshidabad	38	Dhuliyani	19	5
Murshidabad	39	Jangipur	18	4
Murshidabad	40	Jiaganj Azimganj	17	4
Murshidabad	41	Kandi	13	4
Nadia	42	Chakdah	20	4
Nadia	43	Gayeshpur	43	4
Nadia	44	Kalyani	24	5
Nadia	45	Krishnagar	19	7
Nadia	46	Nabadwip	38	8
Nadia	47	Ranaghat	18	4
Nadia	48	Santipur	46	8
Nandigram	49	Contai	26	5

DR. S. GOSWAMI

Project Officer.

Health Wing

S. U. D. A.

District	Sl. No.	ULBs	Freezing No. of	
			HHW	FTS
North 24 Parganas	50	Ashokenagar Kalyangarh	37	8
North 24 Parganas	51	Bangaon	33	7
North 24 Parganas	52	Baranagar	19	1
North 24 Parganas	53	Barasat	157	33
North 24 Parganas	54	Barrackpore	48	10
North 24 Parganas	55	Bhatpara	107	27
North 24 Parganas	56	Bidhannagar	136	28
North 24 Parganas	57	Dum Dum	38	8
North 24 Parganas	58	Garulia	47	9
North 24 Parganas	59	Habra	39	8
North 24 Parganas	60	Halisahar	53	11
North 24 Parganas	61	Kamarhati	121	19
North 24 Parganas	62	Kanchrapara	74	13
North 24 Parganas	63	Khordah	90	17
North 24 Parganas	64	Madhyamgram	85	15
North 24 Parganas	65	Naihati	93	17
North 24 Parganas	66	New Barrackpore	55	10
North 24 Parganas	67	North Barrackpore	76	14
North 24 Parganas	68	North Dum Dum	77	18
North 24 Parganas	69	Panihati	97	25
North 24 Parganas	70	South Dum Dum	128	22
North 24 Parganas	71	Titagarh	75	7
Medinipur (West)	72	Ghatal	17	4
Medinipur (West)	73	Kharagpur	92	25
Medinipur (West)	74	Medinipur	37	8
Medinipur (East)	75	Haldia	44	9
Medinipur (East)	76	Panskura	17	4
Medinipur (East)	77	Tamluk	22	5
Purulia	78	Purulia	26	6
Rampurhat HD	79	Rampurhat	17	4
South 24 Parganas	80	Budge Budge	56	14
South 24 Parganas	81	Maheshtala	116	21
South 24 Parganas	82	Rajpur Sonarpur	112	21
Uttar Dinajpur	83	Islampur	17	4
Uttar Dinajpur	84	Kaliaganj	17	4
Uttar Dinajpur	85	Raiganj	55	10
		Total =>	5517	1096

S. U. J. A.

DR. S. GOSWAMI
Project Officer,
Health Wing
S. U. J. A.

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

FA
Po(H) [Signature]
[Signature]

No: 1154/MA/C-10/3S-30/2012

Dated Kolkata the 9th December, 2013

ORDER

The Governor, in supersession of all previous orders, is pleased hereby to direct that the maximum age limit for contractual personnel engaged in fifty two (52) Urban Local Bodies covered under "Urban Primary Health Care Services" (hereinafter referred to as UPHCS), presently being funded by Department of Municipal Affairs shall be 60 years excepting those engaged as Medical Officers or Specialists Doctor.

This order shall take effect from 01.01.2014.

The term of engagement of those contractual personnel, who have attained 60 years of age or more, if any, or likely to attain 60 years of age before 01.01.2014, shall terminate on 31.12.2013.

By order of the Governor

Sd/- B.C. Patra
Joint Secretary to the
Government of West Bengal

No: 1154/1(60)/MA/C-10/3S-30/2012

By order of the Governor

Sd/- B.C. Patra
Joint Secretary to the
Government of West Bengal

Dated Kolkata the 9th December, 2013

Copy forwarded for information and necessary action to the:-

- 1) Mayor/Chairperson, _____ Municipal Corporation/Municipality, P.O. _____, Dist. _____
- 2) Director, State Urban Development Agency, ILGUS Bhavan, HC Block, Salt Lake, Kolkata - 700 106.
- 3) Director of Local Bodies, Government of West Bengal, Purta Bhavan, Salt Lake, Kolkata - 700 091.
- 4) Project Officer (Health), State Urban Development Agency, ILGUS Bhavan, HC Block, Salt Lake, Kolkata - 700 106.
- 5) Joint Secretary, Finance Department, Government of West Bengal, 'Nabanna', Howrah
- 6) Joint Secretary, Health & Family Welfare Department, Government of West Bengal, Swasthya Bhavan, GN-29, Sector-V, Salt Lake, Kolkata - 700 091.
- 7) P.S. to MIC, Municipal Affairs & Urban Development Departments.
- 8) Guard File of Cell-10.

[Signature]
Joint Secretary to the
Government of West Bengal

Flay. A

1. 22
2. 20/08/12
12

**GOVERNMENT OF WEST BENGAL
DEPARTMENT OF MUNICIPAL AFFAIRS
WRITERS' BUILDINGS, KOLKATA.**

No. 786/MA/C-10/3S-18/2011

Dated, Kolkata, the 10th August, 2012.

31.08.2012
2263
To
☆

From : Shri B. C. Patra,
Joint Secretary to the Government of West Bengal.

To : The Director,
State Urban Development Agency,
ILGUS Bhavan, H.C. Block, Sector-III,
Salt Lake City, Kolkata-700 106.

Sub : Resructuring of Urban Health Programmes funded by the
Municipal Affairs Department.

Ref. : Your letter No.SUDA-Health/534 Pt./09/44 dated 01.06.2011.

Sir,

I am directed to inform you that five Community based Urban Health Programmes namely CUDP III, CSIP, IPP-VIII, IPP-VIII(Extn.) & RCH sub-project, Asansol were started time to time in 52 Urban Local Bodies with the external assistance.

After cessation of the initial project period as well as the external assistance, the aforesaid projects are being maintained & funded by the State Govt. in Municipal Affairs Department.

Considering the similarity in the activities of the above mentioned health programmes, proposal for consideration of a uniform name was under active consideration of the State Government.

After careful consideration of the matter the Governor is hereby pleased to inform that the Urban Community based Health Programmes i.e. CUDP III, CSIP, IPP-VIII, IPP-VIII (Extn.) & RCH sub-project, Asansol funded by the Municipal Affairs Department shall henceforth be termed as "Urban Primary Health care" with effect from 01.04.2012.

All future course of action will be intimated accordingly.


Yours faithfully,
Sd/- B.C. Patra
Joint Secretary to the Government
West Bengal

No. 786/1(230)/MA/C-10/3S-18/2011

Dated, Kolkata, the 10th August, 20

Copy forwarded for information and necessary action to :-

1. The Pr. Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata
2. The Pr. Accountant General (Audit), W.B., Treasury Buildings, Kolkata-1.
3. The Deputy Accountant General (A/cs. & VLC), W.B., Treasury Building, Kolkata-1.
4. The Examiner of Local Accounts, CGO Complex, DF Block, Sector-1, Salt Lake, Kolkata-64.
5. The Pr. Secretary, Health & Family Welfare Deptt., Swasthya Bhavan GN-29, Sec.-V, Salt Lake City, Kolkata-91.
6. The Project Director, HSDI & Commissioner, Family Welfare & Special Secretary, Health & Family Welfare Deptt.
7. The District Magistrate, _____
8. The Secretary, KMDA, Prasasan Bhavan, DD-1, Salt Lake, Kolkata-64.
9. The Director of Local Bodies, West Bengal, Purta Bhavan, Salt Lake, Kolkata-9
10. The Project Director, CMU, KUSP.
11. The Mayor/Commissioner, _____
Municipal Corporation _____
P.O. _____ Dist. _____
12. The Chairman, _____ Municipality,
P.O. _____ Dist. _____
13. The Treasury Officer, _____
P.O. _____ Dist. _____
14. The P.O. (Health), SUDA.
15. The P.S. to Minister-in-Charge of this Department.
16. Pr. S. to the Pr. Secy. of this Department.
17. The P.A. to the Joint Secretary (BCP) of this Department.
18. The H.A. (Cell-10) of this Department.
19. Finance (Gr.N/R) of this Government.
20. The S.O./H.A., Cell-2, 4, 9 & 10 of this Department.


Joint Secretary to the Govt. of
West Bengal.

ULB-wise Sanctioned no. of HHW, Present no. of HHW submitted by the ULB & Fund Released by SUDA

District	Sl. No.	ULBs	HHW		
			Sanctioned	Present No. Submitted by ULB (As on May, 17)	Fund released by SUDA for No. of HHW
Alipurduar	1	Alipurduar	39	34	32
Paschim Burdwan	2	Asansol MC	528	436	403
Paschim Burdwan	3	Durgapur MC	229	222	222
Bankura	4	Bankura	28	28	28
Basirhat HD	5	Baduria	17	17	17
Basirhat HD	6	Basirhat	38	35	35
Birbhum	7	Bolpur	18	17	17
Birbhum	8	Suri	18	18	18
Bishnupur HD	9	Bishnupur	19	14	14
Purba Burdwan	10	Burdwan	136	111	111
Purba Burdwan	11	Kalna	18	18	18
Purba Burdwan	12	Katwa	24	23	23
Cooch Behar	13	Cooch Behar	20	19	19
Dakshin Dinajpur	14	Balurghat	65	52	52
Dakshin Dinajpur	15	Gangarampur	18	18	18
Darjeeling	16	Darjeeling	78	64	64
Darjeeling	17	Siliguri MC	244	201	201
Diamond Harbour HD	18	Diamond Harbour	16	17	16
Hooghly	19	Arambag	18	18	18
Hooghly	20	Baidyabati	83	34	37
Hooghly	21	Bansberia	99	59	65
Hooghly	22	Bhadreswar	115	64	69
Hooghly	23	Champdany	94	48	48
Hooghly	24	Chandernagore MC	93	48	48
Hooghly	25	Dankuni			
Hooghly	26	Hooghly Chinsurah	153	109	109
Hooghly	27	Konnagar	65	28	28
Hooghly	28	Rishra	121	117	108
Hooghly	29	Serampore	170	135	135
Hooghly	30	Uttarpara Kotrung	130	72	74
Howrah	31	Howrah	515	257	272
Howrah	32	Uluberia	135	89	89
Jalpaiguri	33	Jalpaiguri	46	41	43
Jhargram	34	Jhargram	18	18	18
Kolkata	35	Kolkata MC	760	293	330
Malda	36	English Bazar	71	53	54
Malda	37	Old Malda	20	20	20
Murshidabad	38	Berhampur	40	40	40
Murshidabad	39	Dhuliyani	19	19	18
Murshidabad	40	Jangipur	20	18	18
Murshidabad	41	Jiaganj Azimganj	17	17	17
Murshidabad	42	Kandi	17	13	13
Nadia	43	Chakdah	20	21	20
Nadia	44	Gayeshpur	65	43	44
Nadia	45	Haringhata			
Nadia	46	Kalyani	35	24	23
Nadia	47	Krishnagar	35	19	19
Nadia	48	Nabadwip	38	39	38
Nadia	49	Ranaghat	19	18	18
Nadia	50	Santipur	46	46	46
Nandigram	51	Contai	26	26	26

District	Sl. No.	ULBs	HHW		
			Sanctioned	Present No. Submitted by ULB (As on May, 17)	Fund released by SUDA for No. of HHW
North 24 Parganas	52	Ashokenagar Kalyangarh	37	37	37
North 24 Parganas	53	Bangaon	34	33	33
North 24 Parganas	54	Baranagar	65	19	21
North 24 Parganas	55	Barasat	230	157	157
North 24 Parganas	56	Barrackpore	83	48	48
North 24 Parganas	57	Bhatpara	188	107	111
North 24 Parganas	58	Bidhannagar	222	136	139
North 24 Parganas	59	Dum Dum	53	38	37
North 24 Parganas	60	Garulia	98	47	47
North 24 Parganas	61	Habra	40	39	39
North 24 Parganas	62	Halisahar	99	53	77
North 24 Parganas	63	Kamarhati	140	121	91
North 24 Parganas	64	Kanchrapara	93	74	76
North 24 Parganas	65	Khardah	132	90	90
North 24 Parganas	66	Madhyamgram	96	85	63
North 24 Parganas	67	Naihati	100	93	96
North 24 Parganas	68	New Barrackpore	75	55	55
North 24 Parganas	69	North Barrackpore	111	76	78
North 24 Parganas	70	North Dum Dum	129	77	80
North 24 Parganas	71	Panihati	200	97	97
North 24 Parganas	72	South Dum Dum	200	128	129
North 24 Parganas	73	Titagarh	105	75	77
Medinipur (West)	74	Ghatal	17	17	17
Medinipur (West)	75	Kharagpur	112	92	94
Medinipur (West)	76	Medinipur	38	37	37
Medinipur (East)	77	Haldia	45	44	45
Medinipur (East)	78	Panskura	17	17	17
Medinipur (East)	79	Tamluk	22	22	22
Purulia	80	Purulia	29	26	26
Rampurhat HD	81	Rampurhat	17	19	17
South 24 Parganas	82	Baruipur	24	0	2
South 24 Parganas	83	Budge Budge	84	56	61
South 24 Parganas	84	Maheshtala	205	116	116
South 24 Parganas	85	Rajpur Sonarpur	173	112	112
Uttar Dinajpur	86	Islampur	17	17	17
Uttar Dinajpur	87	Kaliaganj	17	17	17
Uttar Dinajpur	88	Raiganj	70	55	56
		Total =>	8073	5522	5547

ULB-wise Freezing no. of HHW & FTS

District	Sl. No.	ULBs	Freezing No. of	
			HHW	FTS
Alipurduar	1	Alipurduar	34	3
Paschim Burdwan	2	Asansol MC	436	94
Paschim Burdwan	3	Durgapur MC	222	53
Bankura	4	Bankura	28	6
Basirhat HD	5	Baduria	17	4
Basirhat HD	6	Basirhat	35	8
Birbhum	7	Bolpur	17	3
Birbhum	8	Suri	18	3
Bishnupur HD	9	Bishnupur	14	2
Purba Burdwan	10	Burdwan	111	21
Purba Burdwan	11	Kalna	18	3
Purba Burdwan	12	Katwa	23	5
Cooch Behar	13	Cooch Behar	19	4
Dakshin Dinajpur	14	Balurghat	52	10
Dakshin Dinajpur	15	Gangarampur	18	4
Darjeeling	16	Darjeeling	64	16
Darjeeling	17	Siliguri MC	201	42
Diamond Harbour HD	18	Diamond Harbour	16	4
Hooghly	19	Arambag	18	4
Hooghly	20	Baidyabati	34	8
Hooghly	21	Bansberia	59	10
Hooghly	22	Bhadreswar	64	12
Hooghly	23	Champdany	48	9
Hooghly	24	Chandernagore MC	48	8
Hooghly	25	Hooghly Chinsurah	109	27
Hooghly	26	Konnagar	28	6
Hooghly	27	Rishra	117	20
Hooghly	28	Serampore	135	27
Hooghly	29	Uttarpara Kotrung	72	12
Howrah	30	Howrah	257	47
Howrah	31	Uluberia	89	14
Jalpaiguri	32	Jalpaiguri	41	7
Jhargram	33	Jhargram	18	4
Kolkata	34	Kolkata MC	293	45
Malda	35	English Bazar	53	12
Malda	36	Old Malda	20	4
Murshidabad	37	Berhampur	40	8
Murshidabad	38	Dhuliyani	19	5
Murshidabad	39	Jangipur	18	4
Murshidabad	40	Jiaganj Azimganj	17	4
Murshidabad	41	Kandi	13	4
Nadia	42	Chakdah	20	4
Nadia	43	Gayeshpur	43	4
Nadia	44	Kalyani	24	5
Nadia	45	Krishnagar	19	7
Nadia	46	Nabadwip	38	8
Nadia	47	Ranaghat	18	4
Nadia	48	Santipur	46	8
Nandigram	49	Contai	26	5

Handwritten signature

District	Sl. No.	ULBs	Freezing No. of	
			HHW	FTS
North 24 Parganas	50	Ashokenagar Kalyangarh	37	8
North 24 Parganas	51	Bangaon	33	7
North 24 Parganas	52	Baranagar	19	1
North 24 Parganas	53	Barasat	157	33
North 24 Parganas	54	Barrackpore	48	10
North 24 Parganas	55	Bhatpara	107	27
North 24 Parganas	56	Bidhannagar	136	28
North 24 Parganas	57	Dum Dum	38	8
North 24 Parganas	58	Garulia	47	9
North 24 Parganas	59	Habra	39	8
North 24 Parganas	60	Halisahar	53	11
North 24 Parganas	61	Kamarhati	121	19
North 24 Parganas	62	Kanchrapara	74	13
North 24 Parganas	63	Khardah	90	17
North 24 Parganas	64	Madhyamgram	85	15
North 24 Parganas	65	Naihati	93	17
North 24 Parganas	66	New Barrackpore	55	10
North 24 Parganas	67	North Barrackpore	76	14
North 24 Parganas	68	North Dum Dum	77	18
North 24 Parganas	69	Panihati	97	25
North 24 Parganas	70	South Dum Dum	128	22
North 24 Parganas	71	Titagarh	75	7
Medinipur (West)	72	Ghatal	17	4
Medinipur (West)	73	Kharagpur	92	25
Medinipur (West)	74	Medinipur	37	8
Medinipur (East)	75	Haldia	44	9
Medinipur (East)	76	Panskura	17	4
Medinipur (East)	77	Tamluk	22	5
Purulia	78	Purulia	26	6
Rampurhat HD	79	Rampurhat	17	4
South 24 Parganas	80	Budge Budge	56	14
South 24 Parganas	81	Maheshtala	116	21
South 24 Parganas	82	Rajpur Sonarpur	112	21
Uttar Dinajpur	83	Islampur	17	4
Uttar Dinajpur	84	Kaliaganj	17	4
Uttar Dinajpur	85	Raiganj	55	10
		Total =>	5517	1097

S. S. S. S.

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. **SUDA-Health/NUHM/434/16/199(88)**

Date **23.12.2016**

From : Director, SUDA

To : The Mayor / Chairperson

..... **Municipal Corporation / Municipality**

: The Commissioner / Administrator / Executive Officer

..... **Municipal Corporation / Municipality**

Sub. : Details of existing FTS & HHW who are utilized under NUHM.

Sir / Madam,

Enclosed kindly find herewith communication bearing no. HFW/NUHM-533/2015/3944 dt 20.12.2016 of the Commissioner (H & FW) & Addl. Mission Director, NHM, Health & Family Welfare Department, Govt. of West Bengal on the subject mentioned above.

You are requested to fill-up the prescribed "Format - A" in excel and forward the soft copy through email dfidhhw@gmail.com as well as a hard copy signed by the Competent Authority along with a forwarding letter. The said soft copy may be sent by 30.12.2016.

Thanking you.

Yours faithfully,

Encl. : As stated.


Director, SUDA

SUDA-Health/NUHM/434/16/199(88)/1(2)

Dt. .. 23.12.2016

CC

1. The Addl. Mission Director, NHM, Health & Family Welfare Department
2. PS to the Secretary, Municipal Affairs Department


Director, SUDA

Page 1 of 4

ULB-wise Sanctioned vis-à-vis Existing no. HHWs vis-à-vis Required no. of ASHA

District	Sl. No.	ULBs	HHW		No. of ASHA Sanctioned under NUHM	No. of ASHA required to be engaged	Remarks
			Sanctioned	Present Position (As on May, 17)			
Alipurduar	1	Alipurduar	39	34	3		
Paschim Burdwan	2	Asansol MC	528	436	329		
Paschim Burdwan	3	Durgapur MC	229	222	156		
Bankura	4	Bankura	28	28	42	14	
Basirhat HD	5	Baduria	17	17	19	2	
Basirhat HD	6	Basirhat	38	35	45	10	
Birbhum	7	Bolpur	18	17	28	11	
Birbhum	8	Suri	18	18	31	13	
Bishnupur HD	9	Bishnupur	19	14	21	7	
Purba Burdwan	10	Burdwan	136	111	46		
Purba Burdwan	11	Kalna	18	18	28	10	
Purba Burdwan	12	Katwa	24	23	40	17	
Cooch Behar	13	Cooch Behar	20	19	25	6	
Dakshin Dinajpur	14	Balurghat	65	52	38		
Dakshin Dinajpur	15	Gangarampur	18	18	22	4	
Darjeeling	16	Darjeeling	78	64	27		
Darjeeling	17	Siliguri MC	244	201	173		
Diamond Harbour HD	18	Diamond Harbour	16	17	15		Present no. may be freed to 16
Hooghly	19	Arambag	18	18	24	6	
Hooghly	20	Baidyabati	83	34	23		
Hooghly	21	Bansberia	99	59	63	4	
Hooghly	22	Bhadreswar	115	64	64		
Hooghly	23	Champdany	94	48	87	39	
Hooghly	24	Chandernagore MC	93	48	46		
Hooghly	25	Dankuni			31	31	Health Prog. other than NUHM not existing
Hooghly	26	Hooghly Chinsurah	153	109	44		
Hooghly	27	Konnagar	65	28	10		
Hooghly	28	Rishra	121	117	50		
Hooghly	29	Serampore	170	135	60		
Hooghly	30	Uttarpara Kotrung	130	72	14		
Howrah	31	Howrah	515	257	252		
Howrah	32	Uluberia	135	89	166	77	
Jalpaiguri	33	Jalpaiguri	46	41	38		
Jhargram	34	Jhargram	18	18	24	6	
Kolkata	35	Kolkata MC	760	293	1200	907	
Malda	36	English Bazar	71	53	37		
Malda	37	Old Malda	20	20	33	13	
Murshidabad	38	Berhampur	40	40	68	28	
Murshidabad	39	Dhuliyani	19	19	66	47	
Murshidabad	40	Jangipur	20	18	59	41	
Murshidabad	41	Jiaganj Azimganj	17	17	26	9	
Murshidabad	42	Kandi	17	13	20	7	
Nadia	43	Chakdah	20	21	40	19	Present no. may be freed to 20
Nadia	44	Gayeshpur	65	43	41		
Nadia	45	Haringhata			10	10	Health Prog. other than NUHM not existing
Nadia	46	Kalyani	35	24	52	28	
Nadia	47	Krishnagar	35	19	43	24	
Nadia	48	Nabadwip	38	39	76	37	Present no. may be freed to 38
Nadia	49	Ranaghat	19	18	25	7	
Nadia	50	Santipur	46	46	60	14	
Nandigram	51	Contai	26	26	31	5	

District	Sl. No.	ULBs	HHW		No. of ASHA Sanctioned under NUHM	No. of ASHA required to be engaged	Remarks
			Sanctioned	Present Position (As on May, 17)			
North 24 Parganas	52	Ashokenagar Kalyangarh	37	37	74	37	
North 24 Parganas	53	Bangaon	34	33	40	7	
North 24 Parganas	54	Baranagar	65	19	29	10	
North 24 Parganas	55	Barasat	230	157	70		
North 24 Parganas	56	Barrackpore	83	48	51	3	
North 24 Parganas	57	Bhatpara	188	107	160	53	
North 24 Parganas	58	Bidhannagar	222	136	167	31	
North 24 Parganas	59	Dum Dum	53	38	49	11	
North 24 Parganas	60	Garulia	98	47	36		
North 24 Parganas	61	Habra	40	39	54	15	
North 24 Parganas	62	Halisahar	99	53	73	20	
North 24 Parganas	63	Kamarhati	140	121	71		
North 24 Parganas	64	Kanchrapara	93	74	29		
North 24 Parganas	65	Khordah	132	90	25		
North 24 Parganas	66	Madhyamgram	96	85	34		
North 24 Parganas	67	Naihati	100	93	48		
North 24 Parganas	68	New Barrackpore	75	55	24		
North 24 Parganas	69	North Barrackpore	111	76	30		
North 24 Parganas	70	North Dum Dum	129	77	61		
North 24 Parganas	71	Panihati	200	97	116	19	
North 24 Parganas	72	South Dum Dum	200	128	65		
North 24 Parganas	73	Titagarh	105	75	82	7	
Medinipur (West)	74	Ghatal	17	17	19	2	
Medinipur (West)	75	Kharagpur	112	92	121	29	
Medinipur (West)	76	Medinipur	38	37	63	26	
Medinipur (East)	77	Haldia	45	44	47	3	
Medinipur (East)	78	Panskura	17	17	19	2	
Medinipur (East)	79	Tamluk	22	22	22		
Purulia	80	Purulia	29	26	46	20	
Rampurhat HD	81	Rampurhat	17	19	32	13	Present no. may be freed to 17
South 24 Parganas	82	Baruipur	24	0	16	16	
South 24 Parganas	83	Budge Budge	84	56	12		
South 24 Parganas	84	Maheshtala	205	116	144	28	
South 24 Parganas	85	Rajpur Sonarpur	173	112	79		
Uttar Dinajpur	86	Islampur	17	17	31	14	
Uttar Dinajpur	87	Kaliaganj	17	17	22	5	
Uttar Dinajpur	88	Raiganj	70	55	74	19	
		Total=>	8073	5522	6106	1843	

District	Sl. No.	ULBs	FTS	
			Sanctioned	Present Position (As on May, 17)
Alipurduar	1	Alipurduar	7	3
Paschim Burdwan	2	Asansol MC	123	94
Paschim Burdwan	3	Durgapur MC	57	53
Bankura	4	Bankura	6	6
Basirhat HD	5	Baduria	4	4
Basirhat HD	6	Basirhat	8	8
Birbhum	7	Bolpur	3	3
Birbhum	8	Suri	3	3
Bishnupur HD	9	Bishnupur	3	2
Purba Burdwan	10	Burdwan	27	21
Purba Burdwan	11	Kalna	3	3
Purba Burdwan	12	Katwa	5	5
Cooch Behar	13	Cooch Behar	4	4
Dakshin Dinajpur	14	Balurghat	12	10
Dakshin Dinajpur	15	Gangarampur	4	4
Darjeeling	16	Darjeeling	16	16
Darjeeling	17	Siliguri MC	61	42
Diamond Harbour HD	18	Diamond Harbour	4	4
Hooghly	19	Arambag	4	4
Hooghly	20	Baidyabati	17	8
Hooghly	21	Bansberia	20	10
Hooghly	22	Bhadreswar	23	12
Hooghly	23	Chandpany	17	9
Hooghly	24	Chandernagore MC	18	8
Hooghly	25	Dankuni		
Hooghly	26	Hooghly Chinsurah	33	27
Hooghly	27	Konnagar	13	6
Hooghly	28	Rishra	24	20
Hooghly	29	Serampore	30	27
Hooghly	30	Uttarpara Kotrung	26	12
Howrah	31	Howrah	103	47
Howrah	32	Uluberia	27	14
Jalpaiguri	33	Jalpaiguri	12	7
Jhargram	34	Jhargram	4	4
Kolkata	35	Kolkata MC	152	45
Malda	36	English Bazar	14	12
Malda	37	Old Malda	4	4
Murshidabad	38	Berhampur	8	8
Murshidabad	39	Dhuliyani	5	5
Murshidabad	40	Jangipur	4	4
Murshidabad	41	Jiaganj Azimganj	4	4
Murshidabad	42	Kandi	4	4
Nadia	43	Chakdah	4	4
Nadia	44	Gayeshpur	13	4
Nadia	45	Haringhata		
Nadia	46	Kalyani	7	5
Nadia	47	Krishnagar	7	7
Nadia	48	Nabadwip	8	7
Nadia	49	Ranaghat	4	4
Nadia	50	Santipur	9	8
Nandigram	51	Contai	5	5

District	Sl. No.	ULBs	FTS	
			Sanctioned	Present Position (As on May, 17)
North 24 Parganas	52	Ashokenagar Kalyangarh	8	8
North 24 Parganas	53	Bangaon	7	7
North 24 Parganas	54	Baranagar	11	1
North 24 Parganas	55	Barasat	47	33
North 24 Parganas	56	Barrackpore	17	10
North 24 Parganas	57	Bhatpara	37	27
North 24 Parganas	58	Bidhannagar	44	28
North 24 Parganas	59	Dum Dum	10	8
North 24 Parganas	60	Garulia	19	9
North 24 Parganas	61	Habra	8	8
North 24 Parganas	62	Halisahar	19	11
North 24 Parganas	63	Kamarhati	27	19
North 24 Parganas	64	Kanchrapara	19	13
North 24 Parganas	65	Khardah	25	17
North 24 Parganas	66	Madhyamgram	19	15
North 24 Parganas	67	Naihati	18	17
North 24 Parganas	68	New Barrackpore	15	10
North 24 Parganas	69	North Barrackpore	24	14
North 24 Parganas	70	North Dum Dum	26	18
North 24 Parganas	71	Panihati	40	25
North 24 Parganas	72	South Dum Dum	40	22
North 24 Parganas	73	Titagarh	21	7
Medinipur (West)	74	Ghatal	4	4
Medinipur (West)	75	Kharagpur	30	25
Medinipur (West)	76	Medinipur	8	8
Medinipur (East)	77	Haldia	9	9
Medinipur (East)	78	Panskura	4	4
Medinipur (East)	79	Tamluk	5	5
Purulia	80	Purulia	6	6
Rampurhat HD	81	Rampurhat	4	4
South 24 Parganas	82	Baruipur	5	0
South 24 Parganas	83	Budge Budge	17	14
South 24 Parganas	84	Maheshtala	42	21
South 24 Parganas	85	Rajpur Sonarpur	34	21
Uttar Dinajpur	86	Islampur	4	4
Uttar Dinajpur	87	Kaliaganj	4	4
Uttar Dinajpur	88	Raiganj	14	10
		Total =>	1664	1096

Health & Family Welfare Department

Swasthya Bhavan, 'B' Wing (4th Floor)

GN-29, Sector V, Salt Lake,

Bidhannagar, Kolkata-700 091.

Phone: 033-2357 3625 Fax: 2357 7909

e-mail: mdnrhm@wbhealth.gov.in/cfw@wbhealth.gov.in

Memo No HFW/NUHM-469/2016/4287

Date: 24.01.2017

From: Sanghamitra Ghosh
Mission Director, NHM,
Health and Family Welfare Department,
Government of West Bengal.

- To: 1) Secretary, Department of Municipal Affairs, Govt. of West Bengal
2) Commissioner, Kolkata Municipal Corporation
3) Director, State Urban Development Agency
4) Chief Medical Officer of Health (All Districts)

Sir,

It has already been decided by this Department that the existing Community Health Worker (CHW), such as First Tier Supervisor (FTS) and Honorary Health Worker (HHW), engaged under various schemes in different ULBs will continue to function under NUHM framework. New ASHA will also be recruited where the number of existing HHW is less than the sanctioned number of ASHA under NUHM.

A detailed job responsibility has been prepared for HHW/ASHA and given in the Annexure. The activity list in the Annexure has 2 categories.

The activities mentioned at category -1 of Annexure will be performed by both ASHA and HHW. For these activities ASHA will draw an incentive of Rs. 1000/- per month and HHW will continue to draw only the honorarium they are currently drawing i.e. Rs. 3125/- per month.

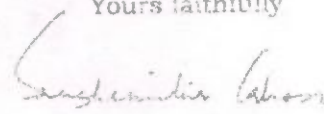
For activities listed at Category - 2 in the Annexure, both HHW and ASHA will earn performance-based incentives.

The FTSS, for their supervisory function, will draw an additional honorarium of Rs. 1500/- per month, over and above the honorarium they are already drawing.

This honorarium and incentives package will come into effect from a date to be subsequently notified by this Department.

Encl: Annexure-I-- Job responsibility
of HHW and ASHA

Yours faithfully


(Sanghamitra Ghosh)

Memo No.HFW/NUHM-469/2016/4287/1(9)

Date:24.01.2017

Copy forwarded for information to:

1. Director Health Services, Govt. of West Bengal
2. Commissioner, Municipal Corporation (Howrah MC/ Bidhannagar MC/ Chandannagar MC/ Asansol MC/ Durgapur MC/ Siliguri MC)
3. State Family Welfare Officer, Govt. of West Bengal
4. CMHO, Kolkata Municipal Corporation
5. Executive Officer, Municipality (Raigunj / Islampur / Kaliagunj / Balurghat / Gangarampur / English Bazar / Old Malda / Krishnagar / Kalyani / Nabadwip / Santipur / Chakdah / Gayeshpur / Haringhata/ Ranaghat / Maheshtala / Diamon Harbour / Rajpur Sonarpur / Budge budge / Baruipur / Burdwan / Kalna / Katwa / Rampurhat / Suri / Bolpur / Medinipur / Jhargram / Kharagpur / Ghatal / Tamralipta / Haldia / Contai / Panskura / Alipurduar / Berhampur / Dhulian / Jangipur / Azimgunj Jiagunj / Kandi/ Coochbehar/ Jalpaiguri/ Darjeeling / Barasat / Basirhat /Bhatpara / Habra / Ashoknagar Kalyangarh / Bangaon / Baranagar / Barrekpore / Dundum / Halisahar / Kamarhati / Kanchrapara / Khardaha / Madhyamgram / Naihati / North Barrackpore / North Dumdum / Panihati / South Dumdum / Titagarh / Baduria / New Barrackpur / Garulia / Uluberia / Hooghly Chinsurah /Dankuni / Baidyabati / Bansberia / Bhadreswar / Champdani / Rishra / Serampore / Uttarpara Kotrang / Arambag / Konnagar / Bankura / Bishnupur / Purulia)
6. Sr. PA to Additional Chief Secretary to the Govt. of West Bengal, Department of Health and Family welfare for kind information of Principal Secretary
7. State ASHA Cell, Health & Family Welfare Department, Govt. of West Bengal
8. IT Cell, Swasthya Bhawan for web posting
9. Guard file

Yours faithfully,



State Nodal Officer

Job Responsibilities

The activities mentioned at **Category I** will be performed by both ASHAs and HHWs. For this, ASHAs will draw an incentive of Rs. 1000/- per month. For this set of activities, the HHWs will continue to draw only the honorarium they are currently drawing, ie. Rs. 3125/- per month

Category I


- Home visit to each vulnerable families within her area fortnightly
- Motivate the community to avail health services – collection of data and filling up of Family Schedule/ Household Register-
 - Line listing of households done at beginning of the year and updated every six months
 - Maintaining uniform records as per the desired norms like Household Registers, Meeting Minutes, Outreach Camps Registers and the like by both HHW and ASHA
 - Preparation of due list of children to be immunized updated on monthly basis
 - Preparation of due list of ANC beneficiaries to be updated on monthly basis
 - Preparation of list of eligible couples updated on monthly basis
- Treatment of minor ailments at door step, distribution of drugs for three days maximum
- Identification of danger signs of pregnancy and its referral
- Act as depot holder of ORS, Nirodh, OCP, Iron Folic Acid tablet etc..
- Counseling on child nutrition and immunization,
- Organizing monthly meeting with adolescent girls pertaining to Menstrual Hygiene
- Counseling adolescents for physical, psychological and nutritional growth
- Mobilizing and attending outreach sessions or Urban Health and Nutrition Days
- Convening and guiding monthly meeting of MAS
- Promotion of IEC activities including group discussion with the community on awareness generation towards Primary Health Care, Public Health and National Health Programmes,
- Assisting implementation of ongoing National Health Programmes.
- Preparation and submission of fortnightly HMIS report.
- Ensure community participation.
- Organize at least two meetings in the community of her catchment area per month

The activities listed at **Category II** are to be performed by both ASHAs and HHWs and for these activities, both will earn performance-based incentives at similar rates.

Category II

- Registration of pregnant women within 12 weeks
 - Has to register of a pregnant woman within 12 weeks of her pregnancy to an FTS/ASHA Supervisor/ ANM either in UPHC or in UHND
 - help her to be included in JSY (if applicable)
- Complete immunization for a child under one year
- Gather the children for immunization on the immunization day of PHC and also on the UHND
 - Ensure that all children up to 1 yr get complete immunization(as per govt. order) in due time
- Has to ensure that every pregnant woman whose name has been registered within 12weeks, get the total services during pregnancy [minimum 4 ANC check-up during pregnancy, 100 IFA tablets, TT (twice or Booster), Blood test, urine test]
- Facilitating institutional delivery
- Report death of women (15-49 years age group)
 - Besides Health Centre, if there is any maternal death, HHW/ASHA should provide the information to FTS/ASHA Supervisor/ANM.
- Up to 42days HHW/ ASHA has to visit on the day (1st, 3rd, 7th, 14th, 21st, 28th & 42nd for home delivery and 3rd, , 7th, 14th, 21st, 28th & 42nd for institutional delivery-govt/non-govt.).
- In case of home delivery, ASHA has to visit to check-up the child within 24hours of birth and provide necessary post-delivery suggestions to the new mother
- Take birth weight immediately after birth in case of Home delivery
- Undertaking six (in case of institutional deliveries) and seven (for home deliveries) home-visits for the care of the new born and post-partum mother
- Ensuring monthly follow up of low birth weight babies and new born discharged after treatment from Specialized New Born Care Units
- Report death of Child up to 5 years

- Besides health centre if there is any child death (up to 5 yrs), the information will be provided by HHW/ASHA to FTS/ ASHA Supervisor/ANM filling in a form and submitted
- Ensure that all children from 1yr to 2yrs get complete immunization(as per govt. order) in due time
- Family planning
 - Ensuring spacing of 2 years after marriage
 - Ensuring spacing of 3 years after birth of 1st child
 - Ensuring a couple to opt for permanent limiting method after 2 children
 - Counseling, motivating and follow up of the cases for Tubectomy
 - Counseling, motivating and follow up of the cases for Vasectomy/ NSV
 - Social marketing of contraceptives as home delivery through HHW/ASHA
 - Escorting or facilitating beneficiary to the health facility for the PPIUCD insertion


Dr. Tapan Kumar Saha
State Nodal Officer
National Urban Health Mission
Health and Family Welfare Department
Government of West Bengal

GOVERNMENT OF WEST BENGAL
HEALTH & FAMILY WELFARE DEPARTMENT
NATIONAL HEALTH MISSION (NHM)
GN -29, 1ST FLOOR, GRANTHAGAR BHAWAN,
SWASTHYA BHAWAN PREMISES, SECTOR -V
SALT LAKE, BIDHANNAGAR, KOLKATA - 700 091.

☎ 033 - 2357 - 7928, ☎ 033 - 2357 - 7930,
Email ID: spmu.nuhm@gmail.com; website: www.wbhealth.gov.in

Memo No. HFW/NUHM-553/2015/3944

Date: 20.12.2016

From : **Commissioner, Health & Family Welfare &
Additional Mission Director, NHM**
Government of West Bengal

To : **Director, SUDA**

Sub: *Details of existing FTS & HHW who are utilized under NUHM*

Sir,

It has been decided that all the existing FTSs & HHWs will continue under NUHM vide Memo No. HFW/NUHM/553/2015/2903 dated 15.09.2016. The database of existing FTS and HHW, which was prepared by you, needs to be updated.

You are therefore requested to provide present status of FTS, HHW, who have been engaged under CBBPHC, HHW and UPHCS scheme and now will working under NUHM. The format for status report is enclosed as Format-A.

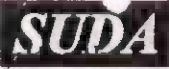
Yours faithfully

Encl.: Format A


**Commissioner, H& FW &
Addl. Mission Director, NHM**



NOTE SHEET



Sub. : Filling up the vacant post of HHW under Urban Primary Care Services (UPHCS).

Urban Health Programmes namely CUDP III; CSIP; RCH Sub-Project, Asansol; IPP-VIII and IPP-VIII (Extn.) implemented in phases in 52 ULBs since 1985-86 with fund assistance from World Bank / DFID. On completion of tenure of outside funding agency, the entire Programme is being funded by the Department of Municipal Affairs. The said Programmes have been renamed as "Urbana Primary Health Care Services" w.e.f. 01.04.2012 vide communication of the bearing no. 786/MA/C-10/3S-18/2011 dt. 10.08.2012 (copy is placed at Flag - A). At present, UPHCS is being implemented in 50 ULBs due to amalgamation of the Rajarhat Gopalpur Municipality with Bidhannagar and Bally Municipality with Howrah.

In all the Health Programmes, Honorary Health Worker (HHW) is the field worker at community level for the slum / vulnerable population. A HHW takes care off 200 to 250 families covering 1,000 to 1,500 population, on the basis of which the ULBs are provided with sanctioned no. of HHW under the previous Health Programmes.

As per order bearing no. 1154/MA/C-10/3S-30/2012 dt. 09.12.2013 (copy is placed at Flag - B) of the Department of Municipal Affairs, the retiring age of HHW has been fixed to 60 years, resulting in a no. of vacancy to the post of HHW. ULB-wise sanctioned no. of HHW vis-à-vis existing no. of HHWs and vacancy thereof is placed at Flag - C. Population coverage of the ULBs at community level by the HHW is progressively reducing due to vacancy of HHW.

With implementation of NUHM since 2014, 49 ULBs out of 50 implementing UPHCS have been covered under NUHM. Guideline for utilization of existing HHW against the sanctioned no. of ASHA under NUHM has been issued by the Mission Director, NHM vide memo no. HFW/NUHM/553/2015/2903 dt. 15.09.2016 (copy is placed at Flag - D).

During the years, horizon of Health care services e.g. RCH, Public Health, Prevention & Control of Dengue, National Health Programmes etc. by the ULB has increased many fold, wherein HHW has immense role.

Under the circumstances stated above, filling up the vacant post of HHW may be considered and approved by the Department, if deemed appropriate.

This issue was discussed in the meeting of the Secretary, UD & MA Department held on 11.11.2017.



NOTE SHEET



If approved, the following actions may be undertaken :

- The ULBs may be asked to prepare map relating to slum / vulnerable / ward-wise existing HHWs as well as vacancy for HHWs limiting to the sanctioned no., so that during filling up the vacant post of HHW all the required areas are covered.
- Selection criteria for HHW.
- Selection by the ULB through Health & Family Welfare Committee.
- Training on ASHA module as is being done under NUHM.
- On successful completion of such training the selected candidates may be allowed to join to the post of HHW.

Submitted.

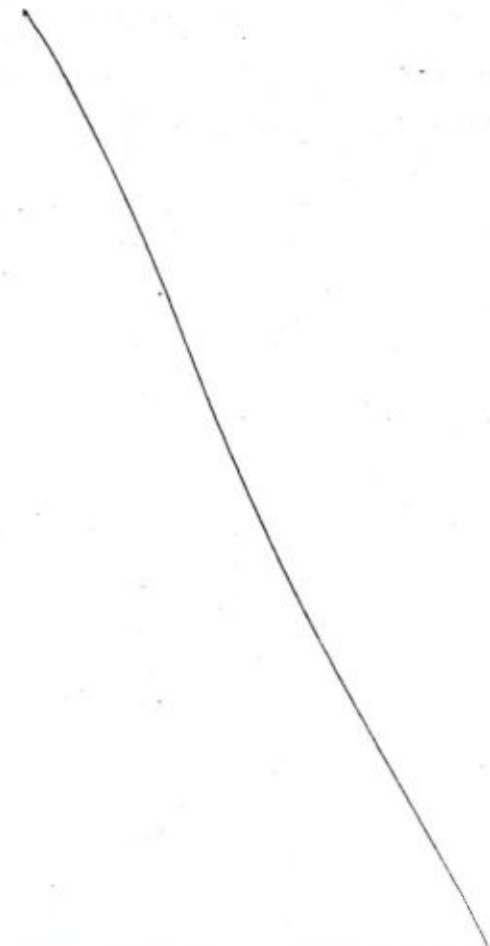
The matter may be placed in the file where ASHA & HHW are dealt in as well. point of engagement of HHW further ^{may be mentioned}

[Signature]
13.11.17

21/11/17

add. Director

PO(H)



In the present context, horizon of Health care services e.g. RCH, Public Health, Prevention & Control of VBDs, National Health Programmes etc. by the ULB has increased many fold, wherein a HHW has immense role. The ULBs are to provide Health services to the total population with focus to slum and under privileged population. In that case, freezing no. of HHW will cover very less population of each of the ULBs. Coverage of more population by HHW through filling up the vacant post of HHW on the basis of sanctioned no. may be considered by the Authority.

In case of ULBs implementing CBPHCS & HHW Scheme funded by DHFW, approval of DHFW may be obtained in principle for filling up the vacancy.

Dy-Director

Submitted.
 "Y" above may be considered for approval.
 "X" may be approved against the vacancy posts of 2646 of HHW if approved.

Goswami 26/12/12

26/12/12

28/12/12

Secretary UDMA Deptt.

U.O.No.SUDA: 682/17
Dated: 28-12-12
Fds.(M) / NUNM / 434 / 16

- We may move the higher authorities for approval on
- (1) Filling up all vacant posts of HHW, T-TS, as per sanctioned strength and norms in all ULBs.
 - (2) Recruitment may be allowed to be done by the District level Recruitment Committee formed for ASHA in ULBs.
 - (3) All posts of ASHA should also be filled, as also other NUNM staff by UDMA Deptt. Put up in dentt file.

31-3-2012

Special Secretary (S. Ghosh)

The matter may be taken up in the concerned file of C-10

Under CBPHCS & HHW Scheme						
Sl. No.	ULBs	Sanctioned No. of HHW	Existing no. of HHW	Vacancy for HHW on the basis of Sanctioned No.	Freezing No. of HHW	Sanctioned No. of ASHA under NUHM
18	Dalkhola	14	12	2	14	-
19	Dhulian	19	17	2	19	66
20	Dhupguri	16	16	0	16	-
21	Diamond Harbour	16	16	0	16	15
22	Dinhata	16	16	0	16	-
23	Dubrajpur	16	16	0	16	-
24	Egra	14	14	0	14	-
25	Gangarampur	18	18	0	18	22
26	Ghatal	17	17	0	17	19
27	Gobardanga	17	16	1	17	-
28	Gushkara	16	16	0	16	-
29	Habra	40	39	1	39	54
30	Haldia	45	44	1	44	47
31	Haldibari	11	11	0	11	-
32	Islampur	17	17	0	17	31
33	Jangipur	20	18	2	18	59
34	Jaynagar Mazilpur	14	14	0	14	-
35	Jhalda	12	12	0	12	-
36	Jhargram	18	18	0	18	24
37	Jiaganj Azimganj	17	17	0	17	26
38	Kaliaganj	17	17	0	17	22
39	Kalimpong	23	21	2	23	-
40	Kalna	18	18	0	18	28
41	Kandi	17	13	4	13	20
42	Katwa	24	23	1	23	40
43	Kharar	10	10	0	10	-
44	Khirpai	10	10	0	10	-
45	Krishnagar	35	35	0	35	43
46	Kurseong	20	20	0	20	-
47	Mal	16	16	0	16	-
48	Mathabhanga	12	12	0	12	-
49	Medinipur	38	37	1	37	63
50	Mekhliganj	9	9	0	9	-
51	Memari	16	15	1	16	-
52	Mirik	9	8	1	9	-
53	Murshidabad	16	14	2	16	-
54	Nabadwip	38	38	0	38	76
55	Nalhati	16	16	0	16	-
56	Old Malda	20	20	0	20	33
57	Panskura	17	17	0	17	19
58	Purulia	29	26	3	26	46
59	Raghunathpur	13	13	0	13	-
60	Ramjibanpur	11	11	0	11	-
61	Rampurhat	17	17	0	17	32
62	Ranaghat	19	18	1	18	25
63	Sainthia	16	16	0	16	-
64	Santipur	46	46	0	46	60
65	Sonamukhi	15	15	0	15	-
66	Suri	18	18	0	18	31
67	Taherpur	13	10	3	13	-
68	Taki	16	16	0	16	-
69	Tamluk	22	22	0	22	22
70	Tarakeshwar	15	15	0	15	-
71	Tufanganj	12	12	0	12	-
Sub Total =>		1538	1422	116	1513	1535
Total =>		8588	5942	2646 ✓	6090	6065

NB : Last column of the table marked with '-' is non-NUHM ULBs, hence, no. of ASHA does not arise.