

**SUDA**

*By hand*

# STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA-15198 (A-VI) | 1232

Date 30.1.02

From : Dr. N. G. Gangopadhyay  
Adviser (Health), SUDA

To  
Dr. Aloke Sanyal,  
Executive Member,  
Central Committee,  
National Neonatology Forum,  
In-charge, Programme of Neonatology (WB),  
53 Creek Row, Kolkata - 700 014.

Sub : Training of the Medical Officers and Nursing personnel of  
IPP-VIII-(Extn.), SUDA, under the Deptt. of Municipal Affairs,  
Govt. of West Bengal - Proposal for

Ref. : Discussion of Dr. Sitesh Ray, Medical Specialist, IPP-VIII-(Extn.) with  
Dr. A. N. Mondal of National Neonatology Forum, West Bengal, on the above subject.

Dear Sir,

With reference to the above mentioned subject I would like to inform you that the India Population Project VIII (Extn.) is launched in 10 urban local bodies (Municipalities & Municipal Corporation) of West Bengal among the urban poor families on Reproductive & Child Health service components. Doctors & Nursing personnel engaged in maternity homes and other health facilities need an orientation training on Neonatal Care, preferably of two days duration in Kolkata sometimes during February or March, 2002.

The training programme should include a practical demonstration session in a Neonatology unit, arranged by NNF. There will be about 25 to 30 participants. We understand from Dr. Mondal that NNF (W.B.) is agreeable to conduct the said training session.

The training venue equipped with audio-visual gadgets like OHP, slide projector, TV set, VCP, microphones for the speakers and the training materials for the participants will be arranged by Health Wing, SUDA, at Bidhannagar.

S. Roy/LH/p-2

*dc*

Contd..2

Tel/Fax No.: 359-3184

Tea, snacks, working lunch and transport for the trainers and trainees will be arranged by this office.

With the above in view, I request you to forward the (i) training course contents and (ii) budgetary provisions for honorarium of the trainers and any other expenditure related to the training.

An early reply will be highly appreciated.

With regards,

Yours faithfully,

*[Handwritten Signature]*  
Adviser (Health), SUDA

*[Handwritten Signature]*  
30/1/02

S Roy/LH/p-3

c.c  
Dr. S. C. Roy

*[Handwritten Signature]*  
30-1-02



Ref: Discussion held on 28.11.2001 at SUDA in presence of Smt. N. Chatterjee, IAS of the World Bank regarding of the training of the medical personnel of 10 ULBs of IPP-VIII-(Extn.) in NEO-NATOLOGY among others.

For arranging above training course I contact with (1) Dr. A. Mondal, President, Bengal State Chapter of IAP and (2) also with Dr. K. Banik, Hony. Secy. of IMA, Bengal State Branch and Dr. Shib Dutta Choudhury of the College of General Practitioners, IMA.

Both of them agreed to conduct the said training courses under banner of respective association on the following terms :

- 1) It should be 2 days course in Kolkata because it will not be feasible for the trainers to go to outstations.
- 2) Training venue and materials may be arrange by them on payment of charges by us or may be arrange by ourselves.
- 3) Dates may be fixed by mutual discussion : Hours of training should be 10-30 to 4-30 pm including 45 minutes lunch break..
- 4) Arrangement for transport, for to and FRO journey of the trainers is to be arrange by us or actual taxi fare is be paid.
- 5) Arrangement for transport of the participants for visit of a suitable NEO-NATOLOGY unit in Kolkata is to be made by us.
- 6) On receipt of a written proposal from us they will forward a provisional budget for honorarium and other related expenses.

In-consideration of above it is to be seriously thought that how many of the specialist paediatricians, obstetrijans, other medical officers will be available for the said training in Kolkata, because all of them are engaged in practice locally. Coming to Kolkata for the said purpose will cause professional loss of two, three or four days depending on the distance and travelling time. Whether payment of suitable honorarium to the participants will solve the problem?

Our experience is that very few doctors are available in the nursing / F.T.S. training courses of IPP-VIII-(Extn.), conducted in Kolkata or even though it is arranged locally. Those who come most of them also leave after one, two or three hours.

Under the circumstance, may I place an alternative proposal. If sufficient number of doctors are not available then Senior Nursing Staff may be trained and utilised for NEO-NATAL care and facing emergency, till doctors' services are available. I submit this proposal because we know that most of the emergencies / diseases of the NEO-NATES are :

- A = Airway Obstruction,
- B = Breathing Difficulty
- C = Circulatory Failure and Hypothermia;
- D = Distress, Difficulty, Deformity or Diseases e.g. diarrhoea, ARI etc.

Project Officer, IPP-VIII-(Extn.) may like to see before submitting to the Adviser (Health), IPP-VIII-(Extn.)

*Bejoy*  
18.12.01  
M.S. (IPP-VIII-Extn.)

U. B. Mondal SUDA - 15/9/01 (M.V.) / 73  
18.12.01  
P.O. (IPP-VIII)  
- Extn.



a) At the first instance, the course content along with provisional budget etc. may be obtained from the organisation.

~~Adviser (H)~~

~~Prasanna~~  
20.12.01

~~PO~~

As proposed at 'a' above

~~Pr~~  
21/12/01

To-day, Dr. A. N. Mondal of National Neonatology Forum (WNF) informed that the Orientation Training Programme will be conducted by NNF.

We may request the NNF (WNF) to forward (a) course contents and (b) provisional budget to J.P.P.-VIII (Extn).

A draft letter is placed below for kind perusal of the Adviser (Health). If approved, the letter will be despatched to the addressee for needful.

P.O. (J.P.P.-VIII), Extn, may pl. see before submitting to Adviser (H).

~~Prasanna~~  
30.1.02

~~Srinivas~~  
18-1-02

~~Adviser (H)~~

Draft letter is placed for kind approval pl.

~~Prasanna~~  
30.1.02

Letter despatched under memo no. SUDA-15/98 (PT-VI) |

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# STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA...-15/98 (PT-VI) 1232

Date ...20.1.02

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Adviser (Health), SUDA

To  
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Executive Member,  
Central Committee,  
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Dr. A. N. Mondal of National Neonatology Forum, West Bengal, on the above subject.

Dear Sir,

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The training programme should include a practical demonstration session in a Neonatology unit, arranged by NNF. There will be about 25 to 30 participants. We understand from Dr. Mondal that NNF (W.B.) is agreeable to conduct the said training session.

The training venue equipped with audio-visual gadgets like OHP, slide projector, TV set, VCP, microphones for the speakers and the training materials for the participants will be arranged by Health Wing, SUDA, at Bidhannagar.



Tea, snacks, working lunch and transport for the trainers and trainees will be arranged by this office.

With the above in view, I request you to forward the (i) training course contents and (ii) budgetary provisions for honorarium of the trainers and any other expenditure related to the training.

An early reply will be highly appreciated.

With regards,

Yours faithfully,

 30/1/02  
Adviser (Health), SUDA

DRAFT

No .....

Date.. .....

From : Dr. N. G. Gangopadhyay  
Adviser (Health), SUDA

To  
Dr. Aloke Sanyal,  
Executive Member,  
Central Committee,  
National Neonatology Forum,  
In-charge, Programme of Neonatology (WB),  
53 Creek Row, Kolkata - 700 014.

Sub : Training of the Medical Officers and Nursing <sup>Personnel</sup> ~~Staff~~ of the health facilities of  
~~of under~~ IPP-VIII-(Extn.), SUDA, under the Deptt. of Municipal Affairs,  
Govt. of West Bengal - Proposal for

Ref. : Discussion of Dr. Sitesh Ray, Medical Specialist, IPP-VIII-(Extn.) with  
Dr. A. N. Mondal of National Neonatology Forum, West Bengal, on the above subject.

Dear Sir,

With reference to the above mention<sup>ed</sup> subject I would like to inform you that the India Population Project VIII (Extn.) is working in 10 urban local bodies (Municipalities & Municipal Corporation) of West Bengal among the urban poor families on Reproductive & Child Health service components. ~~We have~~ <sup>Personnel engaged</sup> Doctors & Nursing ~~Staff~~ <sup>in</sup> maternity homes and other health facilities ~~who~~ need and orientation training of, <sup>on Neonatal care is preferentially</sup> preferably, two days duration in Kolkata sometimes <sup>in</sup> February or March, 2002.

The training programme should include a practical demonstration session in a Neonatology unit, ~~which you hope will be~~ <sup>we</sup> arranged by NNF. There will be about 25 to 30 participants. We understand from Dr. Mondal that NNF (W.B.) is agreeable to conduct the said ~~the~~ training session.

We can arrange for <sup>The</sup> a training venue at Bidhannagar, equipped with audio-visual gadgets like OHP, slide projector, TV set, VCP, microphones for the speakers and ~~desk microphones~~ <sup>and the training materials for the participants</sup> for the participants, besides, transparency sheets with pens, white & black boards etc. <sup>may be covered</sup>  
by Health wing, SUDA at Bidhannagar.



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The trainers ~~are~~ expected to bring slides, cassettes and other teaching materials which ~~that~~ <sup>they</sup> want to use in the class. Hand-outs and printed materials, if any, may be replicated in our department or the trainers may bring these.

Tea, snacks, working lunch and transport for the trainers and trainees will be arranged ~~by this office~~ <sup>by this office</sup>.

With the above in view, I request you to forward ~~ed~~ the (i) training <sup>course</sup> contents and (ii) budgetary provisions for honorarium of the trainers and any other expenditure related to the training.

An early reply will be highly appreciated.

With regards, ~~and best wishes for the happy new year.~~

Yours faithfully,

Adviser (Health), SUDA