

*Howrah Mh. Corp.* Municipal Corporation / Municipality

Reporting Format for Growth Monitoring of Under-Five Children

Total No. of U-5 Children.	No. of U-5 Children Weighed	No. of U-5 Children with				No. of Mal-nutrition cases		
		Normal Weight	Gr. - I	Gr. - II	Gr. - III	Gr. - IV	Referred	Hospitalised
24,969	5785	3591	1564	492	87	30	78	8

Report to be submitted at two (2) monthly interval as detailed below :

Period of Reporting	Report to be sent by
✓ For April - May	15 <sup>th</sup> of June 2016.
For June - July	15 <sup>th</sup> of August
For August - September	15 <sup>th</sup> of October
For October - November	15 <sup>th</sup> of December
For December - January	15 <sup>th</sup> of February
For February - March	15 <sup>th</sup> of April

- Report to be prepared at Sub-Centre Level by FTS.
- All the Under - Five children are to be weighed at two monthly interval.
- For Gr. - I & Gr. - II Mal-nutrition, necessary counselling on nutrition is to be given at Sub-Centre level and other social factors be addressed.
- Gr. III & Gr. IV Mal-nutrition cases are to be referred immediately to the specialist / hospital for taking corrective measures.

*file*

**HOWRAH MUNICIPAL CORPORATION**  
**HEALTH DEPARTMENT**  
4, MAHATMA GANDHI ROAD, HOWRAH-711101

Ref. No. 500/tDate 09.02.10

To  
Project Manager, CMU, KUSP.  
ILGUS BHAVAN, H-C BLOCK, Sector-III  
Bidhannagar, Kolkata --700091

*Health Encl*  
*h*

Sir,

Ref. your letter No.CMU-94/2003(pt-VII)/1078 dated 07.08.09 regarding Health services improvement plan DPR for FY 2009-10&2010-2011, under health component of KUSP, this Corporation has already started the Training Programme of grass-root level Health Functionaries on Reproductive and Child Health care and MIES. Training schedule is as follows:-

Sl.No	Venue	Dates		
1.	IPP-HAU-I, 55,Sastri N.N.Ganguly Road	28.01.2010,	29.01.2010,	30.01.2010
2.	IPP-HAU-II, 18,Jelia Para Lane	28.01.2010,	29.01.2010,	30.01.2010
3.	IPP-HAU-III, Jatadhari Park	02.02.2010,	04.02.2010,	05.02.2010
4.	IPP-HAU-IV, Belgachhia K Road	02.02.2010,	04.02.2010,	05.02.2010
5.	IPP-HAU-V, 163,G.T.Road(S)	15.02.2010,	16.02.2010,	17.02.2010
6.	IPP-HAU-VI, 21,Round Tank Lane	18.02.2010,	19.02.2010,	20.02.2010
7.	IPP-HAU-VII, Unsani	18.02.2010,	19.02.2010,	20.02.2010
8.	IPP-HAU-VIII, 82/2,Narasingha Dutta Rd	16.02.2010,	17.02.2010,	18.02.2010
9.	IPP-HAU-IX, 37,Buxurah Road	01.02.2010,	02.02.2010,	04.02.2010
10.	IPP-HAU-X, Rajaram Das Lane	24.02.2010,	25.02.2010,	26.02.2010
11.	IPP-HAU-XI, Indradip Bhavan,Jagachha	27.01.2010,	28.01.2010,	29.01.2010
12.	C.U.D.P HAU-I,19,S.N.Temple Rd	22.02.2010,	23.02.2010,	24.02.2010
13.	C.U.D.P HAU-II,163,G.T.Road(S)	23.02.2010,	24.02.2010,	25.02.2010

Thanking You,

Yours faithfully,

*[Signature]*  
Health Officer

Howrah Municipal Corporation

# হাওড়া মিউনিসিপ্যাল কর্পোরেশন



৪, মহাত্মা গান্ধী রোড,

হাওড়া - ৭১১১০১

২৮-০৪-২০১৬ তারিখের মেয়র পরিষদ সভার গৃহীত সিদ্ধান্ত :

(৫২) কে.ইউ.এস.পি. প্রকল্প হইতে প্রাপ্ত গ্রামস্থ বিভাগ কর্তৃক তিনটি অ্যাম্বুলেন্সের রক্ষণাবেক্ষণ, চলাচলের জন্য বে-সরকারী সংস্থাকে দেওয়ার শর্ত সম্বন্ধে আলোচনা ও সিদ্ধান্ত।

সিদ্ধান্ত :

গ্রামস্থ বিভাগের প্রেক্ষিত প্রস্তাবটি বিবেচনা ও অনুমোদন করে কে.ইউ.এস.পি প্রকল্পের অধীনে ত্রৈ-মাসিক তিনটি সেবায়ানের চলাচল ও রক্ষণাবেক্ষণের দায়িত্ব অপ্রতীকৃতভাবে জনক বে-সরকারী সংস্থা (এন.ডিও। সমবায় সমিতি। সেন্ট-হেল্প গ্রুপ ইত্যাদি)-র হাতে প্রদান করার এবং এ বিষয়ে সংস্থা নির্বাচনের জন্য আবেদন প্রকাশের বিজ্ঞপ্তি আনয়নের সিদ্ধান্ত গৃহীত হল।

M.  
০৩৬

মেয়র সিদ্ধান্ত / পরিষদের অনুমোদন

  
০৭/০৫/১৬

তারিখ

হাওড়া মিউনিসিপ্যাল কর্পোরেশন

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১৩২২  
০৭-৭-০৪

MV-৪৬  
০৪-০৭

৩০  
২১/৭

# হাওড়া মিউনিসিপ্যাল কর্পোরেশন



৪, মহাত্মা গান্ধী রোড,

হাওড়া - ৭১১১০১

১২-০৬-২০০৮ তারিখের মেয়র পরিষদ সভার গৃহীত সিদ্ধান্ত :

১২) কে ইউ এস পি প্রকল্প থেকে পাওয়া তিনটি অ্যাগু লেন্সের পরিচালন ও রক্ষণাবেক্ষনের জন্য বেসরকারি সংস্থাকে দেওয়ার ব্যাপারে কমিটি গঠনের জন্য আলোচনা ও সিদ্ধান্ত (এ বিষয়ে স্থায়ী আধিকারিক (ডারপ্রান্ড) এর ১৩.০৫.০৮ তারিখের দেয় প্রস্তাব, কমিশনার এর সুপারিশ এবং যা: মেয়র মহোদয়ের ১১.৫.০৮ তারিখের প্রদেয় আদেশের প্রতিনিধি সংযোজিত)

সিদ্ধান্ত :

উপরোক্ত সমগ্র ফাইলটি যাননীয় কমিশনার মহোদয়ের সম্মুখে প্রেরণের সিদ্ধান্ত গৃহীত হন।

মেয়র / বর্তমান অফিসার  
[Signature]  
২৩/০৬/০৮  
হাওড়া মিউনিসিপ্যাল কর্পোরেশন

# হাওড়া মিউনিসিপ্যাল কর্পোরেশন



৪, মহাত্মা গান্ধী রোড,

হাওড়া - ৭১১১০১

২৬-০৭-২০০৬ তারিখের মেয়র পরিষদ সভার গৃহীত সিদ্ধান্ত :

১৩০ পুর নিগমের অধীনে মোট ৭(সাত) টি সেবায়ান। সি.ইউ.ডি.পি-র -২(দুই) টি যাহা কর্মরত। বিধায়ক উনুয়ন প্রকল্পে প্রাক্ত ২(দুই) টি যাহা দাঁড়িয়ে আছে। কে.ইউ.এস.পি. প্রাক্ত ৩(তিন) টি যাহা দাঁড়িয়ে আছে। মোট ৫টি দাঁড়িয়ে আছে। ১২.৬.০৬ তারিখের মেয়র পরিষদ সভায় কে.ইউ.ডি.পি.-এর অধীনে ১৩০ টি বেসরকারি কর্পোরেশন ওয়্যে ম্যুন্সিপ্যালিটির আবেদনে কয়টি গঠন ও স্থাপত্যের জন্য পরিকল্পনামূলক সভায় ফাইনালিটি মাননীয় কমিশনারকে প্রেরণ করার পর বিষয়টি আলোচনা হয় এবং প্রতিবেদন দেওয়া হয়েছে। যে সুশৃঙ্খলিত এই অতিরিক্ত ৫(পাঁচ)টি সেবায়ান চলতে কখনও ১১।২০ স্ত জন চলক ৩৬ জন মহিলা ৩ জন ক্লিনার এবং একজন ডেকারা সুশৃঙ্খলিত প্রয়োজন। কর্মরত সেবায়ানের মোট কয়টি সংখ্যা যথেষ্ট কম সংকুলান অপেক্ষা। একটি উদ্য দেওয়া হলো পুর নিগমের মকন কাজ সুশৃঙ্খলিত চলতে এখনই ৬৫ জন মোট জন নিয়োগের প্রয়োজন। অনুদান প্রাক্ত ৫টি সেবায়ান তবে বেসরকারি ভাবে চালু রাখলে দায়িত্ব তাকে যুক্তি হবে, জন নিয়োগের প্রয়োজন হবে না সেবায়ান চার্জ ঠিকমতো পুর নিগমে জমা পরবে যাহাতে সেবায়ানের দায় মেটানো সম্ভব হবে।

সিদ্ধান্ত : উপরেতি বিষয়ে কমিশনার, হাওড়া পুর নিগমের পেশকৃত প্রতিবেদনের পরিপ্রেক্ষিতে বিশদ আলোচনার পর নবলম্ব সেবায়ানগুলি পৌরনিগম দ্বারা পরিচালনার পরিবর্তে কোন উপযুক্ত বেসরকারী সংস্থা দ্বারা পুর নিগমের গঠে রক্ষণাবেক্ষণ ও পরিচালনের নীতিগত সিদ্ধান্ত গৃহীত হল এবং এই উদ্দেশ্যে দরপত্র আহ্বানের বিস্তারিত গঠমলীর খসড়া অফিসিয়ে প্রায়ন করা তা পেশ করার নির্দেশ দান করা হল।

দায়িত্ব ম্যুন্সিপ্যালিটির ওপর অর্পন করার সিদ্ধান্ত গৃহীত হল। এছাড়াও সংস্থা নির্বাচনের ক্ষেত্রে হাওড়া পুর নিগমের পরিচালনামূলক সি.ডি.এস.লাস্কী, খ্যাডনামা এন.জি.ও., মুনিয়ুজি সংস্থা এবং শ্রম সমবায় সংস্থা পুর নিগমের অধিকার দানের বিষয়টি স্থিরীকৃত হল।

সিদ্ধান্ত / পালনের কার্যক্রম  
  
 তারিখ - ০৭/০৭/০৬  
 হাওড়া মিউনিসিপ্যাল কর্পোরেশন

# হাওড়া মিউনিসিপ্যাল কর্পোরেশন



৪, মহাত্মা গান্ধী রোড,

হাওড়া - ৭১১১০১

০৩-১০-২০১৮ তারিখের মেয়র পরিষদ সভার গৃহীত সিদ্ধান্ত :

৩৯

কে ইউ এম পি হতে প্রাপ্ত অ্যাপুলেংসপুলির পরিচালনার জন্য বেসরকারী সংস্থা নির্বাচন স্থানীয়ভাবে না সংবাদপত্রের মাধ্যমে করা হবে ও স্থানীয় আধিকারিক প্রস্তাবমত এই কাজটি করার জন্য একটি কমিটি গঠন করার আনোচনা ও সিদ্ধান্ত।

**সিদ্ধান্ত :** (১) <sup>সিদ্ধান্ত</sup> সেব্যমানগুলির পরিচালনা ও রক্ষা বহননের জন্য জেপ্তারী বেসরকারী সংস্থা নির্বাচনের জন্য স্থানীয় সরকারীয় কার্যালয়গুলিতে এবং নিম্নের নিম্ন জয়েবসাইটে বিজ্ঞপ্তি জারির সিদ্ধান্ত গৃহীত হল।  
(২) সংস্থা নির্বাচনের কাজটি তদারকির জন্য নিম্নলিখিত ব্যক্তি-বর্গকে নিয়ে একটি কমিটি গঠনের উদ্দেশ্যে প্রস্তাবটি অনুমোদিত হল : (১) মহা ডেপুটি মেয়র-চেয়ারপার্সন, (২) চিকিৎসা আধিকারিক (বিভাগীয় প্রধান কর্তৃক মনোনীত)-সদস্য, (৩) শিক্ষা আধিকারিক-সদস্য, (৪) যোটরযান অধীক্ষক-সদস্য এবং (৫) স্থানীয় আধিকারিক, আস্থায়ক।

কর্ম সিদ্ধান্ত / বাস্তবায়ন কর্তৃক

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২০/১০/১৮

হাওড়া মিউনিসিপ্যাল কর্পোরেশন

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৩৩/১০/১৮

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৩৩/১০/১৮

# হাওড়া মিউনিসিপ্যাল কর্পোরেশন



৪, মহাত্মা গান্ধী রোড,

হাওড়া - ৭১১১০১

০৪-১২-২০১৬

তারিখের মেয়র পরিষদ সভার গৃহীত সিদ্ধান্ত :

৭৪) কম্পের অর্থানুকূলে প্রাপ্ত জ্যামুলেক পরিষ্কার জন্য মেয়রসারি সংস্থা আমরা সবাই ডাকুয়া গেস্টীকে দায়িত্ব দেওয়া হয়েছিল, প্রতিযোগে তিন বাজার টাকার চুক্তিতে। উক্ত সংস্থার গত ২৫.১১.০৬ তারিখের আবেদনের পরিপ্রেক্ষিতে ধার্যকৃত চুক্তির টাকার ৫০ শতাংশ ছাড় দেওয়ার ব্যাপারে আলোচনা ও সিদ্ধান্ত গ্রহণ।

সিদ্ধান্ত :

"আমরা সবাই" ডাকুয়া গেস্টীর ২৫.১১.০৬ তারিখের আবেদনটি বিবেচনা করে একটি বিশেষ ফ্রেম" হিসাবে কম্পের অর্থানুকূলে প্রাপ্ত "সেবাঘাট" পরিচালন ও রক্ষাবেক্ষণ কর্ণের জন্য ধার্যকৃত চুক্তিমূল্যের ৫০ শতাংশ মকুব করবার এবং উক্ত ছাড় আগাত্ত ৬ (ছয়) মাসের জন্য বহাল রাখার সিদ্ধান্ত গৃহীত হন।

*Handwritten notes:*  
৩৫৫  
২২/১২/১৬

মেয়র / বালসের অফিস

*Signature*  
১১/১২/০৬

হাওড়া মিউনিসিপ্যাল কর্পোরেশন

(৪) (৫)

# হাওড়া মিউনিসিপ্যাল কর্পোরেশন



৪, মহাত্মা গান্ধী রোড,  
হাওড়া - ৭১১১০১

০৩-২০-২০১৬ তারিখের মেয়র পরিষদ সভার গৃহীত সিদ্ধান্ত :

৭০ কে ইউ এম পি প্রকল্প হইতে প্রাপ্ত স্থাস্থ্য বিভাগ কর্তৃক তিনটি জ্যাবু নেনেঙ্গর রক্ষনাবেক্ষন চলাচলের জন্য বেসরকারী সংস্থাকে দেওয়ার শর্ত প্রানোচনা ও সিদ্ধান্ত ।

বিস্তারিত : কে.ইউ.এম.পি. প্রকল্প থেকে প্রাপ্ত এবং স্থাস্থ্য বিভাগ কর্তৃক পরিচালিত তিনটি সেবামনের (স্যানিটেশন) বেসরকারী সংস্থা দ্বারা পরিচালন এবং রক্ষনাবেক্ষণের জন্য পৌকৃত ও সংযোজিত ধসড়া পরিসরনী ফর্জ করা হইল।

মেয়র / বাসিন্দার কর্মসূচী  
[Signature]  
তারিখ ২০/১০/১৬  
হাওড়া মিউনিসিপ্যাল কর্পোরেশন

স্বাক্ষর:  
[Signature]  
তারিখ ২০/১০/১৬



Section : 1

Nature of Partnership and Ownership

1. The nature of partnership between the H.M.C. authority and NGOs/Trust/Person pertaining to ambulance services will be governed by a contractual agreement between the two. The Commissioner of Howrah Municipal Corporation and the Secretary/Person concerned of the NGO will sign an agreement. The agreement will be valid for a period of 2 years from the date of signing subject to renewal on such terms and conditions and for such a period as mutually agreed upon by both the parties.
2. Under this agreement the H.M.C. authority will provide the NGO/Trust/Person concerned partner with an ambulance in good running condition together with related equipment and furniture such as Oxygen Cylinder, stretcher, BP machine etc. for operate.
3. The NGO/Trust/Person will bear the allowances of the driver as well as the attendant together with expenses related to operation and maintenance of the ambulance.
4. The said ambulance shall be utilised by the part for carrying patient from the particular points for different destination, like Govt. Hospital/Private Hospital/or as required.
5. The trust/person will be entitled to collect and retain men changed as per the rates fixed.
6. The selected trust/person concerned shall part the said ambulance only in the allocated space given by H.M.C. authority. In case the parking space not available, for any other justifiable reason, Commissioner may permit the ambulance to be parked at a location by the selected trust/person.

Section : 2

Rules, responsibilities and obligation of H.M.C. authority and Operating NGO/Trust/Person.

1. Both partners will follow and abide by the contractual agreement entered into by both the parties. Any deviation from the agreement will lead to termination of the agreement.
2. Both partners will ensure the use of ambulance exclusively for carrying emergency and reftened patient, as well as by Health Department, H.M.C. as and when required.
3. Use of Ambulances :
  - i) The ambulance can be used by the selected trust/NGO person by taking usual charges.
  - ii) In case of IPP-VIII/CUMP beneficiaries the charge will be 50% of usual charges.
  - iii) In case of emergency, if it is required by Health Department, HMC the ambulances will be used in their work.
  - iv) There will be no provision of free charged/subsidizing charge.
4. Insurance Premium :

H.M.C. authority will pay the Insurance premium, for the entire duates of contract with 5 years the Insurance will cover.
5. Road Tax :

H.M.C. authority will pay the road tax and other taxes under M.V. Act for the initial period of 5 years.
6. Telephone :

The selected NGO/Trust/person will be required to provide Mobile phone to the driver of ambulance at their own cost.
7. User Fee :
  - i) User charge will be ...../Km.
  - ii) User fee will be applicable for distances in Km. in on to or fro basis.
  - iii) In case of short discance, a fixed amount is to be paid by the user, as determined by H.M.C.
  - iv) NGO/Trust/person will not offer free service to any patient.
8. Monitories :

Health Officer on behalf of Commission will monitor ambulance operator.
9. Movement Register :

The NGO/Trust/person will maintain a movement register/logbook, which will be kept and regularly updated by the driver of the ambulance, indicating therein the distance covered and user charge realised.
10. operation cost :

NGO/Trust/person will bear all operation costs and expenses for plying the vehicle including the cost of the fuel, lubirants, spare parts, repairing, regular services as well as operational cost like refitting of O<sub>2</sub> & Cyllinder and others.
11. Handover :

The NGOs/Trust/Person will hand over the ambulance to H.M.C. authority to good conditions subject to normal wear and tear in case of termination of the agreement or on expiry of the agreement without claiming any ownership or right.

section - 3

Rules, Responsibilities and Obligations of both H.M.C. authority and Operating NGOs/Trusts/Persons etc.

- a) Both/partners will follow and abide by the contractual agreement entered into by both the parties. Any deviations from the agreement will lead to termination of the agreement.
- b) Both partners will ensure the use of the ambulance exclusively for carrying the emergency and referral patients. The GOWB will issue necessary guidelines to ensure proper usage of the ambulance and to prevent misuse by any individual, organisation, agency or body.

## Section 4 : Code of Conduct

### Role, Responsibilities & Obligations of The Operating NGOs/Trust/person etc.

#### 1. Ambulance Operations :

- a) The NGOs/Trust/person etc. partner will exclusively use the ambulance for carrying the emergency as well as in need of Health Dept., H.M.C.
- b) The NGOs/Trust/person etc. partner will be responsible for providing ambulance services to patients who are in need of the same on a round the clock basis.
- c) If required by the condition of the patient, the ambulance will pick up patients from their place of residence.
- d) The NGOs/Trust/person etc. will ensure that there are no lapses or negligence in providing such services to needy patients.
- e) The NGOs/Trust/person etc. will ensure that the vehicle "downtime" is not more than one day a month.
- f) The NGOs/Trust/person etc. will abide by the Standard Operating Procedures for Ambulance Operations provided to them at the time of handing over of the vehicles.

#### 2. Allowances :

The NGOs/Trust/person etc. will recruit and bear the allowances of the ambulance driver as well as the attendant.

The NGOs/Trust/person etc. will also bear all clerical expenses incurred in relation to the ambulance operations and reporting requirements.

#### 3. Movement Register/Log Book :

The NGOs/Trust/person etc. will maintain a movement register/logbook, (Annexure/SOP-3) which will be kept and regularly updated by the driver of the ambulance, indicating therein the distance covered and user charges realized from the patient or his/her representative. The logbook will be regularly checked and signed by the MOIC.

#### 4. User Charges :

- a) The NGOs/Trust/person etc. will be entitled to collect and retain user charges as per the rates fixed by the DHFWS. These charges can be used to meet expenditures related to operation, maintenance and management of the ambulance. Money Receipt (Annexure/SOP-4) must be issued against receipt of user charges.
- b) NGOs/Trust/person etc. will not offer free services to any patient.

#### 5. Operation Costs :

The NGOs/Trust/person etc. will bear all operation costs and expenses for plying the vehicle including the cost of fuel, lubricants, spare parts and repairing, regular servicing as well as the AMC.

## Section 5 : Specific Standard Operating Procedures

The primary function of an ambulance is emergency transportation of obstetric care, accident and other emergency health cases from the places of residence to the District/tertiary hospital or to a nearest private hospital. Request for ambulance services will therefore come through telephone in the form of a personal caller for transporting accident or obstetric care and other emergency health cases, (termed hereunder as normal emergency cases).

### A. Request for Ambulance Services in Person (By Patient's Relatives or Neighbour) For Transporting Emergency Cases.

1. Details of request will be noted in the "Request for Ambulance" form in duplicate. Full address and clear direction for location of the patient supported by important landmarks will also be noted down.
2. Thereafter the original of the form is to be handed over to the driver of the ambulance immediately. The copy of the form should be kept in office file.

### B. Pick-up and transportation of patient :

If the ambulance is available at the pick-up point at the time of receipt of call/personal caller.

1. Before movement, the driver will check the status of fuel, oxygen cylinder and other necessary equipment as per the "Check List" provided to him (Annexure/SOP-1)
2. The driver/attendant will take with him the "Request for Ambulance" and blank "Money Receipt" form in duplicate (Money Receipt Form : Annexure/SOP-4)
3. On reaching the pick-up point, the driver will produce "Request for Ambulance" form and get the same signed with the time of arrival for pick-up mentioned at the column provided, by the patient's relative.
4. The driver/attendant will also tell the patient's family members to take with them the prescription of the Doctor and other important reports.
5. The driver and attendant will ensure safe shifting of the patient to the ambulance on a stretcher, wherever required, with the help of the accompanying attendant and family members of the patient.
6. Only two persons from the patient's family will be allowed to accompany the patient in the ambulance.
7. The driver/attendant will ensure use of oxygen cylinder/other life saving equipment by the patient, if required.

### C. Drop-In of the patient at referral point/hospital.

1. The driver/attendant will take the relatives accompanying the patient to the Medical Officer of Referral Hospital on duty for next course of action.
2. The driver/attendant will then get the "Request for Ambulance" form signed along with mention of 'Time of release' in the column provided by the family member of the patient, collect user charges and hand over the properly filled money receipt.

6. Reports :

The NGOs/Trust/Person etc. will be responsible for preparing and submitting the necessary ambulance utilization reports (Annexure/SOP-5) in prescribed Monthly Report Format and other relevant paper work to the MOIC. Copy of Monthly Report needs to be submitted to the Health Officer, H.M.C.

7. Hand over :

The NGOs/Trust/Person etc. will handover the ambulance to Health Deptt., H.M.C. "in good condition subject to normal wear and tear" in case of termination of the agreement or on expiry of the agreement without claiming any ownership or right whatsoever.

8. Code of Conduct Of The Person Receiving The Call :

- \* Will listen attentively.
- \* Will be sympathetic.
- \* Will record all details as per format.
- \* Will give feedback and act as per feedback.
- \* Will not initiate dialogue not relevant to ambulance operations.
- \* Will give correct information regarding availability of ambulances.
- \* Will give correct information on user charges.
- \* Will be cordial with the driver and attendant.
- \* Will not use aggressive and abusive language.
- \* Will not shout or scold.
- \* Will note down full details and not take incomplete information.

9. Code of Conduct Of The Driver/Attendant :

- \* Will note do
- \* Will be cleanly dressed in uniform.
- \* Will be polite.
- \* Will be sympathetic.
- \* Will be punctual and on time.
- \* Will complete paperwork.
- \* Will check all operational details of the ambulance every morning and before leaving for an assignment as per checklist (Annexure 1)
- \* At all times will drive the ambulance within permissible speed limits. At 10 Kms. to 20 Kms. per hour in busy/crowded areas and 30 Kms. per hour in less crowded areas/intersections.
- \* Will not use the hooter indiscriminately. Will use the hooter only while transporting patients.
- \* Will not chew or smoke in front of patients and during transportation and inside the ambulance when the ambulance is not running.
- \* Will not consume alcohol during duty hours or should not have consumed alcohol 4 hours prior to departure.
- \* Will not shout or use abusive language.
- \* Will not charge extra money from the relatives of the patients.
- \* Will not harass patients.

C h e c k l i s t :-

Driving and Vehicle Operations :

Before driving any ambulance a driver must have the following documentation :

- Current, valid Driving License.
- "Clean" Driving Record from the Department of Motor Vehicle (No Record of Reckless Driving, not more than two moving violations in the past one year).

V e h i c l e :

Vehicle documents required :

- Certificate of Registration.
- Certificate of Road Worthiness/Fitness.
- Tax Receipt.
- Insurance Certificate.
- Pollution Certificate.

Operational Checklist :-

- Fuel.
- Brake Oil.
- Gear Oil.
- Coolant.
- Life saving equipment.
- Stratcher in place.
- Vehicle is clean.
- Hooter is working.
- Money Receipt.
- Blank Ambulance Request Form.
- Battery for the Mobile phone is fully charged.

Agreement to be executed by Howrah Municipal Corporation Authority with the private partner for provision of Ambulance facilities.

This Agreement is made on this the \_\_\_\_\_ day of \_\_\_\_\_ 200 between Howrah Municipal Corporation, 4, Mahatma Gandhi Road, Howrah represented by Commissioner, Howrah Municipal Corporation hereinafter referred as and \_\_\_\_\_, a Non Governmental Organisation (NGO<sup>1</sup>) registered/Trust/person under the Societies Registration Act of 1860/ The West Bengal societies Registration Act, 1961/The Indian Trusts Act of 1982/The Co-operative Societies Registration Act<sup>2</sup> represented by its \_\_\_\_\_, namely \_\_\_\_\_ and having its main office at \_\_\_\_\_, in the district of \_\_\_\_\_ in the State of West Bengal, hereinafter referred to as "the SECOND PARTY".

WHEREAS the Howrah Municipal Corporation, in its endeavor to improve the health situation of the population in the Howrah Municipal Corporation area as well as to bring in qualitative and quantitative improvement in the provision of basis health services, as well as to improve refered services has decided to purchase several ambulances and to hand over the said vehicles to various parties selected for this purpose, including the second Party herein, so that the patients, who are in need of availing of the services of an ambulance in the urban areas of the state of West Bengal, may avail facilities.

AND WHEREAS with the aforesaid aim and object the Howrah Municipal Corporation authority b e i n g the First Party hereto, into this Agreement with the second Party and has decided to hand over one ambulance to the said Second Party, inter alia, on the following terms and conditions for the aforesaid purpose and the said Second Party has also agreed to enter into this Agreement in consideration of the fact that the said Second Party shall be able to render its services to the general public by providing the ambulance facility to the patients for emergency and referral transport

NOW THIS AGREEMENT WITNESSETH as follows :-

1. Simultaneously with the execution of this Agreement, the First Party shall hand over one ambulance being (Particulars of the vehicle, i.e. make, Engine No. Chassis No., Registration No., attached in schedule 1 and referred to here) as more particularly mentioned and described in the schedule of this Agreement hereunder written and hereinafter referred to as "the said Ambulance" or "the Ambulance" which the Second Party has duly received in good running condition inter alias, on the terms and conditions contained in subsequent clauses.
2. The said Ambulance shall at all times be owned by the Howrah Municipal Corporation ~~represented~~ represented by the First Party, and at no point of time the Second Party shall deny or dispute the right, title and interest or ownership over and in respect of the said ambulance of the Howrah Municipal Corporation as handed over to the Second Party. The NGOs/Trusts etc. will not be permitted to undertake any extra fittings in the vehicle without the written approval of the Commissioner, Howrah Municipal Corporation.



3. The embossing on the body of the Vehicle shall be read as follows. The NGOs/CHOs/Trusts etc. can display their name as "managed by ....." on other side of the body of the Vehicle.
4. The said Ambulance shall be exclusively utilized by the Second Party for carrying the emergency and referral patients for carrying patients to Govt. Hospital/Private Hospital/to patient residence.
5. For carrying such patients, the second Party shall be entitled to receive the user charges as per rates fixed by the Howrah Municipal Corporation for different types of services, hereinafter referred to as "User Charges". Under no circumstance(s) shall the second Party charge users, rates, higher than the User Charges Improvement of Health Services under KUSP Programme.
6. The second Party shall be entitled to retain and appropriate the User Charges for the purpose of meeting the various expenses incurred by it relating to the operation, maintenance and management of the ambulance.
7. The second Party shall park the said Ambulance only in the specified place is fixed by Howrah Municipal Corporation authority. The second Party will be entitled to construct a temporary shed for parking within the campus if required of their own cost.
8. The second Party shall engage suitably qualified persons as drivers of the said Ambulance and an attendant for providing in first aid and handling of patients including administration of oxygen as ambulance attendants. The second Party will train the attendants for the aforesaid purpose. The second Party shall pay the allowances of the driver/attendant of the said Ambulance or any other person engaged or associated with the operation, maintenance and management of the Ambulance. For this the First Party shall have no obligation nor shall any fund be allotted or sum disbursed to second Party by the First Party for such purpose.
9. All the operational costs and expenses for plying the said Ambulance shall be borne by the second Party including the costs of fuel, lubricants spare parts repairs and annual maintenance contract including regular servicing of the vehicle and the costs of the mobile phone and payment of its bills.
10. The said vehicle shall be insured with an insurance company for its safety and security. The insurance premium for the first five years shall be paid by Howrah Municipal Corporation. The insurance would cover the following risks :
  - a) Damages caused due to all accidents including earthquake, bomb explosions, flood, riot, strike and malicious acts.
  - b) Total loss of vehicle provided that originating cause of such damage is an accident or theft.
  - c) Unlimited liability of insured towards death, permanent disablement, personal injury and property damage arising out of an accident involving the Ambulance to third parties.
  - d) Loss of accessories.

e) Any legal liability to driver(s), attendant(s) or any other part employed,

f) Personal accident to occupants.

g) Unlimited legal liability towards property damage of third party.

However, in case the cost of any claim exceeds the admissible limit of the Insurance Company, the difference of amount between the cost of the claim and the admissible limit of the Insurance Company shall have to be paid by the Second Party.

11. The road tax and other taxes under the Motor Vehicles Act for the initial period of live years shall be paid by the Howrah Municipal Corporation. These taxes for subsequent years shall be paid by the Second Party.
12. The Second Party shall have the obligation to provide the Ambulance services to patients who are in need of the same, for all the 24 hours of the day and for all days of the year during the period of this Agreement.
13. Since the required services of the Ambulance falls within the meaning of emergency services, the Second Party hereby undertakes that it will comply with the Standard Operating Procedures set out in the schedule annexed herewith and that there would be no lapse or negligence on its part to provide such facility to the needy patients at all hours of the day and night, subject to the vehicle being in roadworthy condition in case of any default in providing such service, the First Party shall have the right to issue a show-cause notice to the Second party calling upon the Second Party as to why the said vehicle shall not be taken possession of by the First Party as owner thereof and as to why the Agreement should not be terminated on the grounds of violation of this Agreement. The decision as may be taken by the First Party in this regard after considering the answer to such show cause notice shall be final and binding upon the Second Party.
14. This Agreement may be terminated by the First Party in case.
  - i) the ambulance is inoperative for more than one day in a month for any 3 consecutive moths and no alternative arrangement has been made ;
  - ii) the service has been unavailable for more than three times a month, excluding non-provision during permitted one day down time;
  - iii) the Second Party is blacklisted by any Government or donor agency.
  - iv) the second Party fails to show adequate causes on two consecutive occasions for not complying with the Standard Operating Procedures;
  - v) of non-compliance with statutory requirements;
  - vi) of insolvency;
  - vii) of criminal indictment of any office bearer of the Second Party;
  - viii) of recurrent misconduct/dereliction of duty by any driver/ attendant engaged by the Second Party.
  - ix) of charging user charges higher than the approved rate.

15. The second party shall keep and maintain the Ambulance in proper road-worthy condition and shall have the obligation to hand over the Ambulance to the first party in case of termination of this Agreement (or on expiry). Prior to such handover of the ambulance, the second party shall ensure that the vehicle is in proper roadworthy condition, subject to normal wear and tear. In case of any damage to the vehicle (other than normal wear and tear the second party shall pay the essential cost of repairs to the first party.
16. This Agreement shall be initially valid for a period of 2 years from the date of signing, subject to renewal on such terms and conditions and for such a period as may be mutually decided by both the parties, within the overall policy framework of the H.M.C.
17. This Agreement shall be liable to termination upon one-month notice from either side.

IN WITNESS WHEREOF the parties hereto of the first and second part have set and subscribed their respective hands and seals on the day, month and year first above written.

SIGNED SEALED AND DELIVERED by the Commissioner, the Health Officer of Howrah Municipal Corporation of \_\_\_\_\_ in the state of West Bengal in the presence of :

SIGNED SEALED AND DELIVERED by the \_\_\_\_\_ through its Authorized signatory namely \_\_\_\_\_ at \_\_\_\_\_ in the presence of :

TO BE ATTACHED WITH THE AGREEMENT :-

Details of Vehicle - Schedule 1

Name of the ~~RH/BMC/PMC~~ *Organisations* - Schedule 2

allocated to the Second Party  
for operation of Ambulance  
services

Details of user charges - Schedule 3

Standard Operating Procedures - Schedule 4

Request for Ambulance Form/Call Record :

Date :

Time :

Patient Name :

Caller Name :

Tel./person/Referred by H/PHC :

Relationship with Patient :

Age of Patient :

Sex of Patient :

Address :

Place of pick Up ;  
(including clear directions)  
Important Landmarks :

Destination :

Complaint :

Referral Doctor :

Signature of Call Receiver/Driver :

Authorization by Superintendent/BMOH/MOIC or his/her representative :



- \* - Money Receipt \* -

Name of patient : \_\_\_\_\_

Sex :

Age :

Date :

Time :

Start Kms. :

Pick Up (Kms.)

Drop (Kms.) :

Total Distance Travelled (Kms.) :

Rate per Kilometre :

Amount Collected in Rupees :

Signature of receiptent :

Signature of Patient/Patient Party :

( Rate Chart )

- |  |                 |
|--|-----------------|
| A) 1) Upto 10 Km. (To and fro)<br>(5+5)                  | : Rs.100/-      |
| 2) Upto 15 Km. (To and fro)<br>(7.5+7.5)                 | : Rs.150/-      |
| 3) Upto 30 Km. (To and fro)<br>(15+15)                   | : Rs.300/-      |
| 4) After 30 Km.  | : Rs.7/- /Km.   |
| 5) Waiting charge      1st 15 Minutes free<br>after that | : Rs.30/- /Hour |
| 6) Minimum charge  | : Rs.100/-      |

B) Trust/NGO/person will give Rs.3000/- /month to Howrah Municipal Corporation as Hiring charges for ambulance.



KOLKATA URBAN SERVICES FOR THE POOR  
CHANGE MANAGEMENT UNIT

Memo No. .. CMU-94/2003(Pt. VI)/3613

Dt. .. 07.02.2008

**From :** Arnab Roy  
Project Director, CMU

**To :** Sri Manas Das  
Secretary  
Howrah Municipal Corporation  
4, Mahatma Gandhi Road  
Howrah - 711 101.

**Sub. :** Provision of uniform to grass-root level health functionaries  
i.e HHWs and FTSS under Health Component of KUSP.

**Ref. :** Your communication bearing no. 032(3)/STORES/2007-08 dt. 02.02.08.

Sir,

With reference to above this is to intimate you that the said procurement is to be done following the procurement rules agreed with DFID, maintaining the standard of uniform and within the approved cost limit.

You are requested to complete the purchase by February, 2008 and to submit SOE by March 2008.

Thanking you.

Yours faithfully,

  
Project Director, CMU

Memo No. .. CMU-94/2003(Pt. VI)/3613/1(2)

Dt. .. 07.02.2008

Copy forwarded to :

1. Deputy Mayor, Howrah Municipal Corporation
2. Health Officer, Howrah Municipal Corporation

  
Project Director, CMU



2337 7918



# HOWRAH MUNICIPAL CORPORATION

4, MAHATMA GANDHI ROAD, HOWRAH - 711 101.  
Tel: (91-33) 2638-3211-13, 2641-5218 Tel: Fax: (+91-33) 2641-5218/2214

Memo No 0323/STORES/2007-08

Dated : February 2, 2008

The Project Director,  
Change Management Unit,  
Kolkata Urban Services for the Poor (K.U.S.P)  
ILGUS Bhavan, HC Block,  
Sector - III, Bidhan Nagar,  
**KOLKATA - 700106.**

*Dr. S. Howami ne put up*  
*hw*  
*7/2*

**Sub : Provision of Uniform to grass-root level health functionaries, i.e. H.H. Ws & FTSS in KMA ULBs .**

This has reference to your letter Memo No CMU - 94/2003 ( Pt. V ) /2727(37) dated 12.12.2007 on the captioned subject.

02. While processing an indent for procuring Uniforms for 480 Nos. of female and 08 Nos. of male H.H.W of the Howrah Municipal Corporation on behalf of the Health Dept., HMC as per specification and financial limit laid down vide your above-mentioned letter under reference following the DFID procurement rules, we have since received another letter of CMU on the same subject vide Memo No CMU - 94/ 2003 (Pt V) / 2816 (63) dated 17.12.2007. It is evident from this letter that CMU has already identified, through tendering process, one agency e.g. M/s Bipra Traders, 12/1 Suren Sarkar Road, Kolkata - 700010 for supply of sample items. Under these circumstances, we may kindly be advised whether HMC can purchase the required materials from the same agency in order to avoid delay as also to maintain the same standard as per the approved rate of CMU or has to observe normal tendering process to identify its own supplier .

An early clarification in this regard is solicited.

Yours faithfully,

*M.D.*  
*02/02/08*

(Manas Das)

Secretary & O/C Stores  
Howrah Municipal Corporation

Endt. Memo No /STORES/2007-08 of date.

Copy forwarded for favour of information to :

- 1) Hon'ble Dy. Mayor, H.M.C., 2) The Health Officer (Actg), H.M.C.

*hw*  
*02/02/08*  
(Secretary)

Howrah Municipal Corporation



**HOWRAH  
MUNICIPAL  
CORPORATION**

**HEALTH DEPARTMENT**

**4, MAHATMA GANDHI ROAD, HOWRAH-711 101**

Phone : 660-3211-3  
660-2038

Fax : 660-3214

Memo No : 248(N)

Dated, Howrah the 22.08.2007.

From :

To  
The Project Director  
CMU, KUSP  
Ilgab Bhaban, H C Block, sector-3  
Bidhan Nagar,  
Kolkata

Sir,

Ref. Memo no. C.M.U-94/2003(pt-v)/175(39) dated 20.04.07, this Corporation has arranged training programmes on R.C.H. & Family Planning, for H.H.Ws, F.T.S, S.T.S., of IPP-VIII & CUDP-III health programmes. Scheduled dates and venue for such Programmes are detailed below---

<u>Units</u>	<u>Venue</u>	<u>Date</u>
1. IPP-VIII Unit-I	55,S.N.N.Ganguly Road, Howrah.	10.09.07 & 11.09.07
2. IPP-VIII Unit-II	18,Jelia Para Lanc	05.10.07 & 06.10.07
3. IPP-VIII Units-III	Jatadhari Park, Salkia, Howrah.	12.09.07 & 13.09.07
4. IPP-VIII Units-IV	Belgachhia 'P' Road, Howrah	08.10.07 & 09.10.07
5. IPP-VIII Units-V	163,G.T. Road (S) Howrah.	19.09.07 & 20.09.07
6. IPP-VIII Units-VI	21,Round Tank Lane, Howrah.	10.09.07 & 11.09.07
7. IPP-VIII Units-VII	Unsani, Howrah.	08.10.07 & 09.10.07
8. IPP-VIII Units-VIII	82/2,N.S.Dutta Road	05.09.07 & 06.09.07
9. IPP-VIII Units-IX	37, Buxurah Road, Howrah.	24.09.07 & 25.09.07
10. IPP-VIII Units-X	2,Sarat Dutta Lane,Howrah.	05.09.07 & 06.09.07
11. IPP-VIII Units-XI	Indradeep Bhaban, Jagachha, How.	04.10.07 & 05.10.07
12. CUDP-III Units-I	19,S.N.N Temple Road,Bandhaghat,How.	25.09.07 & 26.09.07
9. CUDP-III Units-II	Giribala Memorial School Premises.	26.09.07 & 27.09.07

This is for your kind information.

Thanking you.

Yours faithfully

*[Signature]*  
22/8/07  
Health Officer



Memo. No. CMU-70/2003/1243

Date : 22.08.2007

From : Arnab Roy  
Project Director, CMU

To : The Mayor  
Howrah Municipal Corporation  
4, M.G. Road, Dist. Howrah  
Pin. 711101

**Sub : Extension of Date for KUSP Schemes of 2007 – 08**  
**Ref : Your letter no. ED/KUSP/10/2007-08 dt. 03.08.2007**

Sir,

It transpires that DDP of Howrah Municipal Corporation has not yet been approved and ADP (2007-08) has not yet been prepared. You are requested to please get DDP and ADP approved at your earliest.

In the mean time, you are requested to kindly advise your concerned officials to prepare the schemes of different components under KUSP and submit to MED/CMU as soon as these are ready. Extension of date upto 15.11.2007 at this stage is not possible because it will create confusion amongst other ULBs.

The date of submission of the schemes will be extended after we hear from your ULB that the the schemes are ready for submission.

We hope you will kindly bear with us.

Yours faithfully,

(Arnab Roy)  
Project Director, CMU

Copy to :

1. Project Manager, CMU
2. Commissioner, HMC
3. Chief Engineer, MED
- ✓ 4. Health Expert, CMU
5. OD Expert, CMU
6. Procurement Consultant, CMU
7. IT Expert, CMU
8. Economist, CMU
9. Engineering Expert 1, CMU
10. Engineering Expert 2, CMU

Project Director, CMU

\\Server\sabyachi\Letter, CMU, KUSP..1.doc



HOWRAH  
MUNICIPAL  
CORPORATION

HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH-711 101

Phone : 2660-3211-3  
2660-2038

Fax : 2660-3214



Memo No. : 109(H)

Dated, Howrah the 16.05.2007

From :

To :  
The Project Director  
CMU, KUSP  
Ilgug Bhaban, H C Block, sector-3  
Bidhan Nagar,  
Kolkata

Sir,

Ref. Memo no. C.M.U-94/2003(pt-v)/175(39) dated 20.04.07, this Corporation has arranged training programmes on S.T.D./H.I.V./A.I.D.S., for H.H.Ws, F.T.S, S.T.S., of IPP-VIII & CUDP-III health programmes. Scheduled dates and venue for such Programmes are detailed below----

<u>Units</u>	<u>Venue</u>	<u>Date</u>
1. IPP-VIII Unit-I	55,S.N.N.Ganguly Road, Howrah.	11/06/07
2. IPP-VIII Unit-II	18,Jelia Para Lane	25/06/07
3. IPP-VIII Units-III	Jatadhari Park, Salkia, Howrah.	14/06/07
4 IPP-VIII Units-IV	Belgachhia , Howrah	26/06/07
5. IPP-VIII Units-V	163,G.T. Road (S) Howrah.	19/06/07
6. IPP-VIII Units-VI	21,Round Tank Lane, Howrah.	07/06/07
7. IPP-VIII Units-VII	Unsani, Howrah.	22/06/07
8. IPP-VIII Units-VIII	82/2,N.S.Dutta Road	06/06/07
9. IPP-VIII Units-IX	37, Buxurah Road, Howrah.	28/06/07
10. IPP-VIII Units-X	2,Sarat Dutta Lane,Howrah.	05/06/07
11. IPP-VIII Units-XI	Indradeep Bhaban, Jagachha, How.	08/06/07
8. CUDP-III Units-I	19,SNN Temple Road.	15/06/07
9. CUDP-III Units-II	Giribala Memorial School Premises.	21/06/07

This is for your kind information.

Thanking you.

Yours faithfully

16/5/07  
Health Officer



Attn: HO, HMC.

KOLKATA URBAN SERVICES FOR THE POOR  
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. V)/303

Dt. .. 18.05.2007

From : Dr. Kallol Kr. Mukherjee  
Project Manager, CMU

To : The Mayor  
Howrah Municipal Corporation  
4, M. G. Road,  
P.O.- Howrah,  
Dist. - Howrah,  
PIN - 711 101.

Sub. : Post facto approval for conduction of Baby Show under Health component of KUSP.

Ref. : Communication of Dy. Mayor, Howrah MC bearing no. 69(H)  
dt. 07.05.2007.

Sir,

With reference to above, post facto approval is hereby accorded for conduction of baby show under Health component of KUSP, as a special case.

The expenditure is to be booked under the A/C head "Support to Health Sector – IEC" and Statement of Expenditure be submitted by May, 2007.

Yours faithfully,

*RW*  
18/5/07

Project Manager, CMU

Dt. .. 18.05.2007

Memo No. CMU-94/2003(Pt. V)/303/1(2)

Copy forwarded for kind information to :

1. Health Officer, Howrah MC.
2. AFC, Howrah MC

Project Manager, CMU

Memo No. CMU-94/2003(Pt. V)/303/2(2)

Dt. .. 18.05.2007

Copy forwarded for kind information to :

1. Financial Advisor, CMU
2. Accounting Support Agency

*RW*  
18/5/07

Project Manager, CMU

~~2359~~ ~~3184~~

Phone : 2660-3211-3  
2660 2038



# HOWRAH MUNICIPAL CORPORATION HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH-711 101

Ref. No. 69(H)

Date. 07.05.07

*Dr. Goswami,*  
*8/5/07*

To  
The Project Director,  
K. U. S. P.

Attention DR (Mrs) Sibani Goswami

Sir,

Due to some problem we could not complete 'Baby-Show' Programme under I.E C activity within your stipulated date i.e. February, 2007. We have communicated with Medical Expert of C M U and she gave permission to continue the 'Baby-Show' upto 31st March, 2007.

Please extend the date for completion of 'Baby-Show' as a post facto approval.

Yours faithfully,

*Manika Bhowmik,*  
07.05.07.

Deputy Mayor,  
Howrah Municipal Corporation



Chom  
to enter  
in camp

# HOWRAH MUNICIPAL CORPORATION

HEALTH DEPARTMENT  
4, MAHATMA GANDHI ROAD, HOWRAH-711 101  
Phone : 2660-3211-3 Fax : 2660-3214  
2660 2038

Memo No : 390(11)

Dated, Howrah the 12.03.2007

From :

To  
The Project Director  
CMU, KUSP  
Ilga Bhaban, H C Block, sector-3  
Bidhan Nagar,  
Kolkata

Dr. Goswami  
B/3



Sir,

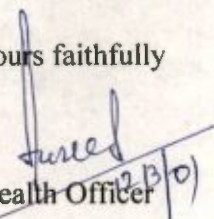
This Corporation has arranged "Baby Show" programmes, as part of I E C activities under health component of KUSP at following HAUs of IPP-VIII CUDP-III health programmes.

<u>Units</u>	<u>Venue</u>	<u>Date</u>
1. IPP-VIII Units-I	55, S.N.N. Ganguly Road, Howrah.	23/03/07
2. IPP-VIII Units-III	Jatadhari Park, Salkia, Howrah.	21/03/07
3. IPP-VIII Units-V	163, G.T. Road (S) Howrah.	24/03/07
4. IPP-VIII Units-VI	21, Round Tank Lane, Howrah.	14/03/07
5. IPP-VIII Units-VII	Unsani, Howrah.	26/03/07
6. IPP-VIII Units-IX	37, Buxurah Road, Howrah.	16/03/07
7. IPP-VIII Units-XI	Indradeep Bhaban, Jagachha, Howrah	17/03/07
8. CUDP-III Units-I	19, SNN Temple Road.	22/03/07
9. CUDP-III Units-II	Giribala Memorial School Premises.	22/03/07

This is for your kind information.

Thanking you.

Yours faithfully

  
Health Officer

# HOWRAH MUNICIPAL CORPORATION

I.P.P. - VIII

4, MAHATMA GANDHI ROAD, HOWRAH-711 101

Ref. No. ....

Date 10/03/2007

সম্মানীয়/মাননীয়া, DR (MRS) Sibani Goswami

বিষয় : শিশু স্বাস্থ্য প্রদর্শনী

মহাশয়/মহাশয়া,

K.U.S.P. নির্দেশমত আগামী ..... 14/03/2007 (শেষবার) তারিখে  
21 Round Tank Lane এ (HAUSA) একটি শিশুস্বাস্থ্য প্রদর্শনীর আয়োজন করা  
হয়েছে। উক্ত অনুষ্ঠান সফল করার প্রয়াসে আপনার উপস্থিতি আমরা একান্তভাবে কামনা  
করছি/উক্ত অনুষ্ঠানে বিচারক হিসাবে আসন গ্রহণ করার জন্য আপনাকে অনুরোধ করছি।

ধন্যবাদ সহ,

প্রদর্শনীর সময় :

বিনীত

ডাঃ মানমিজু বর্ডা

( চিকিৎসা তালিকাভুক্ত )





# HOWRAH MUNICIPAL CORPORATION HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH-711 101

Ref. No. 330(H)

Date. 03.01.07

*Dr. Gnanam  
22/2*

TO  
The Project Director, C.M.U., K.U.S.P.,  
'ILGUS BHAVAN' HC Block, Sector-3,  
Bidhan Nagar,  
Kolkata - 16.



Sir,

I am sending herewith reports of I.E.C. Activities through deployment of Folk Media under Health Component of K.U.S.P.

Thanking you,

Yours faithfully,

*[Signature]*  
3/1/07

Health Officer (1)  
Howrah Municipal Corporation

# HOWRAH MUNICIPAL CORPORATION

## I E C Performance Report

From-6.11.06

To-22.12.06

### Awareness through deployment of folk media

Sl. No.	No of HAU's	Total No. of Programmes held	Type of Folk media Utilised	Item of topics covered	Total No. of participants		
					F	M	T
1	I.P.P.VIII Unit I	1 Dt. 15.12.2006	Talking Dall Show	Family Planning Breast Feeding	51	29	80
2	I.P.P.VIII Unit I	1 Dt. 18.12.2006	Magic Show	Primary Health Care	60	13	73
3	I.P.P.VIII Unit II	1 Dt. 06.11.2006	Talking Dall Show	A.N.C,P.N.C,Child care	59	33	92
4	I.P.P.VIII Unit II	1 Dt. 07.11.2006	Magic Show	Malaria, Dengue	55	23	78
5	I.P.P.VIII Unit III	1 Dt. 24.11.2006	Talking Dall Show	Communicable Diseases	56	23	79
6	I.P.P.VIII Unit III	1 Dt. 08.12.2006	Magic Show	Leprosy,T.B,Polio	60	26	86
7	I.P.P.VIII Unit IV	1 Dt. 27.11.2006	Talking Dall Show	P.N.C, Family Planning	48	33	81
8	I.P.P.VIII Unit IV	1 Dt. 29.11.2006	Magic Show	,P.N.C,Family Planning	55	27	82
9	I.P.P.VIII Unit V	1 Dt. 07.12.2006	Talking Dall Show	Family Planning Breast Feeding	61	23	84
10	I.P.P.VIII Unit V	1 Dt. 05.12.2006	Magic Show	Growth&Nutrition,Child care	57	31	88
11	I.P.P.VIII Unit VI	1 Dt. 22.11.2006	Talking Dall Show	P.N.C, Family Planning	58	22	80
12	I.P.P.VIII Unit VI	1 Dt. 09.11.2006	Magic Show	Diarrhoea &A.R.I	55	21	76
13	I.P.P.VIII Unit VII	1 Dt. 07.11.2006	Talking Dall Show	Safe Motherhood	61	19	80
14	I.P.P.VIII Unit VII	1 Dt. 08.11.2006	Magic Show	Growth&Nutrition,Child care	65	22	87
15	I.P.P.VIII Unit VIII	1 Dt. 05.12.2006	Talking Dall Show	Safe Motherhood	64	21	85
16	I.P.P.VIII Unit VIII	1 Dt. 12.12.2006	Magic Show	Diarrhoea &A.R.I	63	33	96
17	I.P.P.VIII Unit IX	1 Dt. 08.12.2006	Talking Dall Show	P.N.C, Family Planning	61	27	88
18	I.P.P.VIII Unit IX	1 Dt. 22.12.2006	Magic Show	Gastroenteritis	59	31	90
19	I.P.P.VIII Unit X	1 Dt. 04.12.2006	Talking Dall Show	Child Nutrition& Immunitation	66	23	89
20	I.P.P.VIII Unit X	1 Dt. 07.12.2006	Magic Show	Diarrhoea &A.R.I	60	27	87
21	I.P.P.VIII Unit XI	1 Dt. 09.11.2006	Talking Dall Show	Child Nutrition& Immunitation	65	33	98
22	I.P.P.VIII Unit XI	1 Dt. 27.11.2006	Magic Show	Growth&Nutrition,Child care	61	28	89
23	C.U.D.PIII Unit I	1 Dt. 11.12.2006	Talking Dall Show	D.O.T,Leprosy,A.I.D.S	60	28	88
24	C.U.D.PIII Unit I	1 Dt. 04.12.2006	Magic Show	Communicable Diseases	62	29	91
25	C.U.D.PIII Unit II	1 Dt. 30.11.2006	Talking Dall Show	D.O.T,Leprosy,A.I.D.S	66	21	87
26	C.U.D.PIII Unit II	1 Dt. 28.11.2006	Magic Show	Family Planning Breast Feeding	65	32	97



HOWRAH  
MUNICIPAL  
CORPORATION

HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH-711 101

Phone : 2660-3211-3

Fax : 2660-3214

2660-2038



Memo No. : 377(H)

Dated, Howrah the.....22/2.....2007.

From : Acting Health Officer,  
Howrah Municipal Corporation,  
Howrah.

*Dr. Goswami R.*  
*Am 22/2/07*

To  
The Project Manager,  
C.M.U., KUSP,  
'Ilgus Bhaban', H.C. Block, Sector-3,  
Bidhan Nagar,  
Kolkata - 700 106

Sir,

Ref. Memo No. QMU-94/2003(Pt.IV)/2879(40) this Corporation has arranged retraining for HHWS, S.T.S, F.T.S. of IPP-VIII and CUP-III Health Programme on 'National Health Programmes' scheduled dates and venue for such programmes are details below :-

<u>U n i t s</u>	<u>V e n u e</u>	<u>D a t e :</u>
1. IPP-VIII, Unit-V	163, G.T.Road, Shibpur, How.	26.2.07 to 28.2.07
2. IPP-VIII, Unit-VIII	82/2, N.S. Dutta Road	28.2.07 to 02.3.07
3. IPP-VIII, Unit-X	2, Sarat Dutta Lane	05.3.07 to 07.3.07
4. IPP-VIII, Unit-VI	2, Round Tank Lane	05.3.07 to 07.3.07
5. IPP-VIII, Unit-III	Jatadhari Park	08.3.07 to 10.3.07
6. IPP-VIII, Unit-I	55, S.N.N. Ganguly Road	28.2.07 to 02.3.07
7. IPP-VIII, Unit-IX	37, Buxarah Road	08.3.07 to 10.3.07
8. IPP-VIII, Unit-II	18, Jeliapara Lane	13.3.07 to 15.3.07
9. CUP-III, Unit-II	13, Gopallal Chowdhury Ln.	15.3.07 to 19.3.07
10. IPP-VIII, Unit-VII	Unsani, Howrah	15.3.07 to 17.3.07
11. CUP-III, Unit-I	19, S.N. Temple Road	13.3.07 to 15.3.07
12. IPP-VIII, Unit-IV	'P' Road, Belgachia	19.3.07 to 21.3.07
13. IPP-VIII, Unit-XI	Indradeep Bhaban, Jagacha	19.3.07 to 21.3.07

Thanking you,

Yours faithfully,

*Dr. Goswami R.*  
*22/2/07*

Health Officer,  
Howrah Municipal Corporation



# HOWRAH MUNICIPAL CORPORATION

## HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH-711 101

Ref. No. 329(H)

Date. 28.12.06.

*Dr. Goswami*  
*ay*  
*2/2*

To  
The Project Director, C.M.U, K.U.S.P.,  
'Ilgus Bhavan' HC Block, sector-3,  
Bidhan Nagar,  
Kolkata - 16.



Sir,

I am sending herewith reports of training for  
Grass-root level health Workers on 'Reproductive Child  
Health and Family Planning' within Howrah Municipal  
Corporation.

Thanking you,

Yours faithfully,

*[Signature]*  
*28/12/06*

Health Officer,  
Howrah Municipal Corporation.

**Health Component of KUSP  
Proforma for Report of training on  
R.C.H & Family Planning**

**HOWRAH MUNICIPAL CORPORATION**

.Total no of HAUs under CUDPIII---- 2.  
Total no. of HAUs under I.P.P.VIII---11  
.Report for the Month of December, 2006

Training held during	HAUs no. covered	No.s of functionaries participated in the training		
		H.H.W.s	F.T.S.	S.T.S
02.12..06— 20.12..06	IPP-VIII Unit-I,II, III,IV,V,VI,IX,&C.U.D.P-III Unit-I&II.	287	56	9

.Training completed so far for 7 no.s of HAUs under IPP-VIII.  
& 2 no.s of H.A.U.s under C.U.D.P.—III.

  
**Health Officer**  
**Howrah Municipal Corporation**

**Health Component of KUSP  
Proforma for Report of training on  
R.C.H & Family Planning**

**HOWRAH MUNICIPAL CORPORATION**

- .Total no of HAUs under CUDPIII----- 2
- .Total no. of HAUs under I.P.P.VIII---11
- .Report for the Month of November, 2006

Training held during	HAUs no. covered	No.s of functionaries participated in the training		
		H.H.W.s	F.T.S.	S.T.S
20.11.06— 30.11.06	IPP-VIII Unit- VII,VIII,X,XI.	94	0	0

.Training completed so far for 4 no.s of HAUs under IPP-VIII.

  
Health Officer (a)  
Howrah Municipal Corporation

Phone : 2660-3211-3  
2660 2038**HOWRAH MUNICIPAL CORPORATION**  
**HEALTH DEPARTMENT**

4, MAHATMA GANDHI ROAD, HOWRAH-711 101

Date. 03.01.07Ref. No. 330(H)

TO  
The Project Director, C.M.U., K.U.S.P.,  
'ILGUS BHAVAN' HC Block, sector-3,  
Bidhan Nagar,  
Kolkata - 16.

*Dr. Goswami fe -*  
*Am 3/1/07*

Sir,

I am sending herewith reports of I.E.C. Activities  
through deployment of Folk media under Health Component of  
K.U.S.P.

Thanking you,

Yours faithfully,

*Am*  
*3/1/07*  
Health Officer (I)  
Howrah Municipal Corporation

# HOWRAH MUNICIPAL CORPORATION

## I E C Performance Report

From-6.11.06

To-22.12.06

### Awareness through deployment of folk media

Sl. No.	No of HAU's	Total No. of Programmes held	Type of Folk media Utilised	Item of topics covered	Total No. of participants		
					F	M	T
1	I.P.P.VIII Unit I	1 Dt. 15.12.2006	Talking Dall Show	Family Planning Breast Feeding	51	29	80
2	I.P.P.VIII Unit I	1 Dt. 18.12.2006	Magic Show	Primary Health Care	60	13	73
3	I.P.P.VIII Unit II	1 Dt. 06.11.2006	Talking Dall Show	A.N.C,P.N.C,Child care	59	33	92
4	I.P.P.VIII Unit II	1 Dt. 07.11.2006	Magic Show	Malaria, Dengue	55	23	78
5	I.P.P.VIII Unit III	1 Dt. 24.11.2006	Talking Dall Show	Communicable Diseases	56	23	79
6	I.P.P.VIII Unit III	1 Dt. 08.12.2006	Magic Show	Leprosy,T.B,Pollo	60	26	86
7	I.P.P.VIII Unit IV	1 Dt. 27.11.2006	Talking Dall Show	P.N.C, Family Planning	48	33	81
8	I.P.P.VIII Unit IV	1 Dt. 29.11.2006	Magic Show	,P.N.C,Family Planning	55	27	82
9	I.P.P.VIII Unit V	1 Dt. 07.12.2006	Talking Dall Show	Family Planning Breast Feeding	61	23	84
10	I.P.P.VIII Unit V	1 Dt. 05.12.2006	Magic Show	Growth&Nutritlon,Child care	57	31	88
11	I.P.P.VIII Unit VI	1 Dt. 22.11.2006	Talking Dall Show	P.N.C, Family Planning	58	22	80
12	I.P.P.VIII Unit VI	1 Dt. 09.11.2006	Magic Show	Diarrhoea &A.R.I	55	21	76
13	I.P.P.VIII Unit VII	1 Dt. 07.11.2006	Talking Dall Show	Safe Motherhood	61	19	80
14	I.P.P.VIII Unit VII	1 Dt. 08.11.2006	Magic Show	Growth&Nutritlon,Child care	65	22	87
15	I.P.P.VIII Unit VIII	1 Dt. 05.12.2006	Talking Dall Show	Safe Motherhood	64	21	85
16	I.P.P.VIII Unit VIII	1 Dt. 12.12.2006	Magic Show	Diarrhoea &A.R.I	63	33	96
17	I.P.P.VIII Unit IX	1 Dt. 08.12.2006	Talking Dall Show	P.N.C, Family Planning	61	27	88
18	I.P.P.VIII Unit IX	1 Dt. 22.12.2006	Magic Show	Gastroenteritis	59	31	90
19	I.P.P.VIII Unit X	1 Dt. 04.12.2006	Talking Dall Show	Child Nutrition& Immunitation	66	23	89
20	I.P.P.VIII Unit X	1 Dt. 07.12.2006	Magic Show	Diarrhoea &A.R.I	60	27	87
21	I.P.P.VIII Unit XI	1 Dt. 09.11.2006	Talking Dall Show	Child Nutrition& Immunitation	65	33	98
22	I.P.P.VIII Unit XI	1 Dt. 27.11.2006	Magic Show	Growth&Nutritlon,Child care	61	28	89
23	C.U.D.PIII Unit I	1 Dt. 11.12.2006	Talking Dall Show	D.O.T, Leprosy,A.I.D.S	60	28	88
24	C.U.D.PIII Unit I	1 Dt. 04.12.2006	Magic Show	Communicable Diseases	62	29	91
25	C.U.D.PIII Unit II	1 Dt. 30.11.2006	Talking Dall Show	D.O.T, Leprosy,A.I.D.S	66	21	87
26	C.U.D.PIII Unit II	1 Dt. 28.11.2006	Magic Show	Family Planning Breast Feeding	65	32	97



Phone : 2660-3211-3  
2660 2038**HOWRAH MUNICIPAL CORPORATION**  
**HEALTH DEPARTMENT**

4, MAHATMA GANDHI ROAD, HOWRAH-711 101

Date. 28.12.06.Ref. No. 329(11)

To  
The Project Director, C.M.U., K.U.S.P.,  
'Ilgus Bhavan' HC Block, sector-3,  
Bidhan Nagar,  
Kolkata - 16.

Sir,

I am sending herewith reports of training for  
Grass-root level health workers on 'Reproductive Child  
Health and Family Planning' within Howrah Municipal  
Corporation.

Thanking you,

Yours faithfully,

*[Signature]*  
28/12/06  
Health Officer,  
Howrah Municipal Corporation.

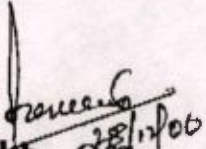
**Health Component of KUSP  
Proforma for Report of training on  
R.C.H & Family Planning**

**HOWRAH MUNICIPAL CORPORATION**

.Total no of HAUs under CUDPIII--- 2.  
Total no. of HAUs under I.P.P.VIII---11  
.Report for the Month of December, 2006

Training held during	HAUs no. covered	No.s of functionaries participated in the training		
		H.H.W.s	F.T.S.	S.T.S
02.12..06— 20.12..06	IPP-VIII Unit-I,II, III,IV,V,VI,IX,&C.U.D.P-III Unit-I&II.	287	56	9

.Training completed so far for 7 no.s of HAUs under IPP-VIII.  
& 2 no.s of H.A.U.s under C.U.D.P.—III.

  
 Health Officer  
 Howrah Municipal Corporation



KOLKATA URBAN SERVICES FOR THE POOR  
CHANGE MANAGEMENT UNIT

FAX

Attn: Dr. Sarkar, HO, AMC

Memo No. CMU-94/2003(Pt. IV)/2435

Dt. .. 02.01.2007

From : Arnab Roy  
Project Director, CMU

To : The Dy. Mayor  
Howrah Municipal Corporation  
P.O. : 4, M.G. Road  
Dist. : Howrah, Pin-711 101

Sub. : Extension of time period for completion of minor repair & renovation of Sub-Centres under Health component of KUSP.

Ref. : Your communication bearing memo no. 326(H) dt. 20.12.2006.

Sir,

The period for completion of minor repair & renovation of Sub-Centres under Health component of KUSP is extended upto February, 2007, as requested for.

You are requested to ensure submission of Statement of Expenditure (SOE) and Utilisation Certificate (U.C.) in this regard through Accounting Support Agency by 15<sup>th</sup> March, 2007 positively.

Yours faithfully,

Project Director, CMU

Dt. .. 02.01.2007

Memo No. CMU-94/2003(Pt. IV)/2435/1(2)

Copy forwarded for kind information to :

1. Mayor, Howrah Municipal Corporation
2. HO, Howrah Municipal Corporation

Project Director, CMU

Dt. .. 02.01.2007

Memo No. CMU-94/2003(Pt. IV)/2435/2(2)

Copy forwarded for kind information to :

1. Financial Advisor, CMU
2. Accounting Support agency

Project Director, CMU



2435

**HOWRAH  
MUNICIPAL  
CORPORATION**

**HEALTH DEPARTMENT**  
**4, MAHATMA GANDHI ROAD, HOWRAH-711 101**  
Phone : 2660-3211-3 Fax : 2660-3214  
2660-2038

Memo No. : 326(4)

Dated, Howrah the 20.12......2006

From :

To  
Mr. Arnab Roy  
Project Director,  
CMU

Sir,

In view of discussion with the undersigned I am requesting you to extend the time period of minor repair and renovation of Sub-centers under Health component of KUSP. Due to some problem, the work of repair and renovation will not be completed December 2006 as per your letter memo no: - CMU/94/2003(PT-IV)/1423 dt: 11/09/2006.

If you extend the date of completion of work up to February 2007 and statement of expenditure to be submitted by March 2007, It will be help full to us.

Thanking you,

Yours faithfully

*Mawina Biswas*  
Deputy Mayor <sup>20.12.06</sup>

Howrah Municipal Corporation.

*Dy. Mayor.*  
Howrah Municipal Corporation



# HOWRAH MUNICIPAL CORPORATION

HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH-711 101

Phone : 2660-3211-3  
2660-2038

Fax : 2660-3214

Memo No. : 289(4)/06-07

Dated, Howrah the 02.11. 2006

From :

To  
The Project Director, C.M.U., K.U.S.P.  
'ILGUS Bhaban', HC Block, sector-3,  
Bidhannagar,  
Kolkata-700106.

Sir,

This Corporation has arranged for I.E.C. activities - Awareness through deployment of Folk Media under Health Component of K.U.S.P. scheduled dates and venue for such programmes are detailed below :-

S1. No.	Date & Time	V e n u e	HAU	Type of Folk Media
1.	6.11.06 at 1 P.M.	Fakirbagan Lane, Pilkhana, Howrah	II	Talking Doll Show
2.	7.11.06 at 1 P.M.	50, Nanda Ghosh Road Howrah	II	Magic Show
3.	7.11.06 at 1 P.M.	Sanapara, Unsani, How	VII	Talking Doll Show
4.	8.11.06 at 1 P.M.	Natunpara, Unsani, How	VII	Magic Show
5.	9.11.06 at 1 P.M.	HAU at 21, Round Tank Lane	VI	Magic Show
6.	<del>10</del> 11.11.06 at 1 P.M.	Pallymongal Club, Ramrajatola, Howrah	XI	Talking Doll Show
7.	<del>21</del> 11.11.06 at 1 P.M.	50, Panchanantola Rd.	VI	Talking Doll Show
8.	24.11.06 at 1 P.M.	sukanta Sishu Udyan, Salkia, Howrah	III	Talking Doll Show
9.	<del>23</del> 11.11.06 at 1 P.M.	Ichapur Health Centre	XI	Magic Show
10.	27.11.06 at 1 P.M.	Shampur shyama Sangha <del>Unsani</del>	<del>X</del> <del>X</del>	Magic Show
11.	27.11.06 at 1 P.M.	Abhijatri Sangha, Belgachia, Howrah	IV	Talking Doll Show
12.	28.11.06 at 1 P.M.	Giribala Memorial School, Shibpur,	CUDP-III Unit-II	Magic Show
13.	29.11.06 at 1 P.M.	Mohana Club, Belgachia	IPP-VIII Unit-IV	Magic Show
14.	30.11.06 at 1 P.M.	Cows Ghat Rd., Howrah	CUDP-III Unit-II	Talking Doll Show
15.	01.12.06 at 1 P.M.	Indira Colony, Batore	Unit-I	Magic Show
16.	04.12.06 at 1 P.M.	Agantuk Club, 'C' Rd., Bamungachi	CUDP-III Unit-I	Magic Show
17.	04.12.06 at 1 P.M.	2, Sarat Dutta Lane Howrah	Unit-X	Talking Doll Show
18.	05.12.06 at 1 P.M.	163, G.T. Road, Howrah	Unit-V	Magic Show

Contd..../2



HOWRAH  
MUNICIPAL  
CORPORATION

HEALTH DEPARTMENT  
4, MAHATMA GANDHI ROAD, HOWRAH-711 101  
Phone : 2660-3211-3 Fax : 2660-3214  
2660-2038

Memo No. : 289(11)/06-07

Dated, Howrah the 02.11.2006

From :

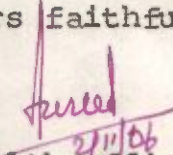
To :

- 2 -

Sl. No.	Date & Time	V e n u e	HAU	Type of Folk Media
19.	05.12.06 at 1 P.M.	30, Beharilal Chakraborty Lane, Shibpur	Unit-VIII	Talking Doll Show
20.	07.12.06 at 1 P.M.	Saraswat Sangha, Shibpur, Howrah	Unit-V	Talking Doll Show
21.	08.12.06 at 1 P.M.	Jatadhari Park, Salkia, Howrah	Unit-II	Magic Show
22.	08.12.06 at 1 P.M.	37, Buxarah Road	Unit-IX	Talking Doll Show
23.	11.12.06 at 1 P.M.	Ghuzuri Suchana Sangha	CUDP-III Unit-II	Talking Doll Show
24.	12.12.06 at 1 P.M.	Evening Star, 25, Baishnabpara Ln.	IPP-VIII Unit-VIII	Magic show
25.	15.12.06 at 1 P.M.	Charabagan Netaji Sangha	Unit-I	Talking Doll Show
26.	22.12.06 at 1 P.M.	P.K. Roychowdhury Lane	Unit-IX	Magic Show

Thanking you,

Yours faithfully,

  
21/11/06  
Health Officer,  
Howrah Municipal Corporation.

Copy to :

Chair Person,  
Project Implementation Team, KJSP,  
H.M.C - for information



**HOWRAH  
MUNICIPAL  
CORPORATION**

**HEALTH DEPARTMENT**

**4, MAHATMA GANDHI ROAD, HOWRAH-711 101**

Phone: 2660-3211-3  
2660-2038

Fax : 2660-3214

Memo No. : 294(14)

Dated, Howrah the.....07.11....2006

From : Acting Health Officer,  
Howrah Municipal Corporation,  
Howrah.

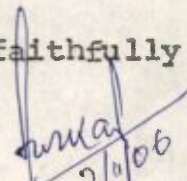
To :  
The Project Manager,  
C.M.U., KUSP,  
'Ilgus Bhaban', H.C. Block, Sector-3,  
Bidhan Nagar,  
Kolkata - 700 106

Sir,

This Corporation has arranged retraining for HHWS, S.T.S, F.T.S, of IPP-VIII and CUDP-III Health Programme on Reproductive Child Health and Family Planning.

<u>Units</u>	<u>V e n u e</u>	<u>D a t e :</u>
1. IPP-VIII Unit XI	Indradeep Bhaban, Jagacha, Howrah	20.11.06 to 22-11-06
2. IPP-VIII Unit-VII	Unsani, Howrah	20.11.06 to 22.11.06
3. IPP-VIII Unit-III	Jatadhari Park, Salkia, How.	30.11.06 to 02.12.06
4. CUDP-III Unit-I	19, S.N. Temple Road	30.11.06 to 02,12.06
5. IPP-VIII Unit-VIII	82/2, N.S. Dutta Rd, Howrah	27.11.06 to 29.11.06
6. IPP-VIII Unit-X	2, Sarat Dutta Lane	27.11.06 to 29.11.06
7. IPP-VIII Unit-V	163, G.T. Road (S)	23.11.06 to 25.11.06
8. CUDP-III Unit-II	13, Gopal Lal Chowdhury Ln. Shibpur, Howrah	23.11.06 to 25.11.06
9. IPP-VIII Unit-IV	'P' Road, Belgachia, Howrah	04.12.06 to 06.12.06
10. IPP-VIII Unit-II	18, Jelia Para Lane	14.12.06 to 16.12.06
11. IPP-VIII Unit-I	55, Sastri N.N. Ganguly Rd.	07.12.06 to 09.12.06
12. IPP-VIII Unit-IX	37, Buxarah Road	07.12.06 to 09.12.06
13. IPP-VIII, Unit-VI	21, Round Tank Lane	18.12.06 to 20.12.06

Yours faithfully,

  
Actg. Health Officer,  
Howrah Municipal Corporation

**Health Component of KUSP  
Proforma for Report of training on  
S.T.D/H.I.V/AIDS**



**HOWRAH MUNICIPAL CORPORATION**

.Total no of HAUs under CUDPIII----- 2  
.Total no. of HAUs under I.P.P.VIII---11  
.Report for the Month of September, 2006

*Dr. Chowhanit*  
*any*  
*15/9*

Training held during	HAUs no. covered	No.s of functionaries participated in the training		
		H.H.W.s	F.T.S.	S.T.S
1.09.06---5.09.06	IPP-VIII Unit-2,8&10.	87	7	2

.Training completed so far for 11 no.s of HAUs under IPP-VIII.  
& 2 Nos of HAUs under CUDP-III.

*Sumal*  
*7/9/06*  
Health Officer



**Health Component of KUSP  
Proforma for Report of training on  
Re-designed Family Schedule & HMIS**

**HOWRAH MUNICIPAL CORPORATION**



- .Total no of HAUs under CUDPIII----- 2
- .Total no. of HAUs under I.P.P.VIII--11
- .Report for the Month of August 2006.----

*Dr. Goswami*  
*Aug*  
*15/9*

Training held during	HAUs no. covered	No.s of functionaries participated in the training		
		H.H.W.s	F.T.S.	S.T.S
18.08.06—31.08 .06	IPP-VIII Unit- 1,,3,4,5,6,7,,9,,11.& CUDP-IIUnit- 1&.2.	286	49	7

.Training completed so far for 8 no.s of HAUs under IPP-VIII.  
& 2 Nos of HAUs under CUDP-III.

*Jurel*  
*8/9/06*  
Health Officer (+)



**HOWRAH  
MUNICIPAL  
CORPORATION**

**HEALTH DEPARTMENT**

**4, MAHATMA GANDHI ROAD, HOWRAH-711 101**

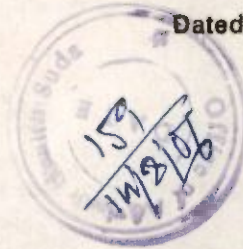
Phone : 2660-3211-3  
2660-2038

Fax : 2660-3214

Memo No. : 174/14

Dated, Howrah the.....11.08.06...2006

To  
The Health Expert,C.M.U.  
K.U.S.P.,



Madam,

Ref. Memo No.CMU-94/2003(pt.IV)/1097(40), sending herewith Sri Shambhunath Jha,whose signature is attested below, to collect the training manual for training of grass root level health functionaries on STD/HIV/AIDS, under Health componentKUSP. Training Schedule is enclosed herewith.

Thanking You,

Yours faithfully

*[Signature]*  
HEALTH OFFICER  
Howrah Municipal Corporation

*Shambhu Nath Jha*

Signature) Attested

*[Signature]*  
11/8/06



HOWRAH  
MUNICIPAL  
CORPORATION

HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH-711 101

Phone: 2660-3211-3  
2660-2038

Fax: 2660-3214

Memo No. : 175(H)

Dated, Howrah the 11.08 2006

From: Acting Health Officer,  
Howrah Municipal Corporation,  
Howrah.

To :  
The Project Manager,  
C.M.U., KJSP,  
'Ilgus Bhaban', H.C. Block, Sector-3,  
Bighan Nagar,  
Kolkata- 700 106

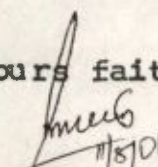
Sir,

This Corporation has arranged retraining for HHWs, S.T.S, F.T.S. of IPP-VIII and CUDP-III Health Programme on S.T.D/HIV/AIDS, scheduled dates and venue for such programmes are detailed below :-

<u>Units</u>	<u>V e n u e</u>	<u>D a t e :</u>
1. IPP-VIII, Unit-VI	Round Tank Lane, Howrah	18.8.06 to 19.8.06
2. IPP-VIII, Unit-VII	Unsani, Howrah	21.8.06 to 22.8.06
3. IPP-VIII, Unit-XI	Indradeep Bhaban, Jagacha, How	21.8.06 to 22.8.06
4. IPP-VIII, Unit-V	163, G.T. Rd.(S), Howrah	23.8.06 to 24.8.06
5. CUDP-III, Unit-II	13, Gopal Lal Chaudhury Ln.	23.8.06 to 24.8.06
6. IPP-VIII, Unit-I	55, S.N.N.Ganguly Rd, Howrah	25.8.06 to 26.8.06
7. IPP-VIII, Unit-IX	37, Buxarah Road, Howrah	25.8.06 to 26.8.06
8. IPP-VIII, Unit-III	Jatadhar Park, Salkia	28.8.06 to 29.8.06
9. CUDP-III, Unit-I	19, S.N. Temple Road, Salkia	28.8.06 to 29.8.06
10. IPPP-VIII, Unit-IV	'p' Road, Belgachia	30.8.06 to 31.8.06
11. IPP-VIII, Unit-II	18, Jeliapara Lane, Salkia	01.9.06 to 02.9.06
12. IPP-VIII, Unit-VIII	82/2, N.S.Dutta Rd, Kadamtola	04.9.06 to 05.9.06
13. IPP-VIII, Unit-X	2, Sarat Dutta Lane, Howrah	04.9.06 to 05.9.06

Thanking you,

Yours faithfully,

  
Health Officer,  
Howrah Municipal Corporation

~~Copy~~  
ix



KOLKATA URBAN SERVICES FOR THE POOR  
C H A N G E M A N A G E M E N T U N I T

Memo No. CMU-94/2003(Pt. IV)/1423

Dt. .. 11.09.2006

From : Arnab Roy  
Project Director, CMU

To : The Mayor  
Howrah Municipal Corporation  
P.O. : 4, M.G. Road  
Dist. : Howrah, Pin-711 101

Sub. : Administrative Approval & Financial Sanction during 2006 - 07 against minor repair & renovation of SCs under Health component of KUSP.

Ref. : Communication of the Chairperson, PIT, KUSP, HMC dt 18.07.2006.

Sir,

With reference to above, Administrative Approval & Financial Sanction for Rs. 5,24,434/- (Rupees Five lakhs twenty four thousand four hundred thirty four) only towards minor repair & renovation is hereby accorded.

This is to intimate you that *no contingent fund will be provided by CMU* with regard to minor repair & renovation of Sub-Centres.

If the SC premises is club owned, you are requested to enter into Memorandum of Understanding (MOU) with the Club Authority as per proforma enclosed, before undertaking the physical works. Copy of MOU is to be forwarded to the undersigned.

The procurement is to be done as per the existing procurement rules of CMU approved by DFID already available with you.

The expenditure is to be incurred from the existing KUSP fund available with you and to be booked under the A/C head "Support to Health Sector - Refurbishment". The works are to be completed by December, 2006 and Statement of Expenditure be submitted through Accounting Support Agency by January, 2007.

Thanking you.

Encl. : As stated.

Memo No. CMU-94/2003(Pt. IV)/1423/1(1)

Copy forwarded for kind information to :  
Health Officer, Howrah Municipal Corporation

Memo No. CMU-94/2003(Pt. IV)/1423/2(3)

Copy forwarded for kind information to :

1. Directorate of Local Bodies
2. Financial Advisor, CMU
3. Accounting Support Agency

Yours faithfully,

  
Project Director, CMU

Dt. .. 11.09.2006

  
Project Director, CMU

Dt. .. 11.09.2006

  
Project Director, CMU



**KOLKATA URBAN SERVICES FOR THE POOR**  
**C H A N G E M A N A G E M E N T U N I T**

Memo No. CMU-94/2003(Pt. III)/1514

Dt. .. 02.01.2006

**From : Arnab Roy**  
**Project Director, CMU**

**To : The Mayor**  
**Howrah Municipal Corporation**

**Sub : Administrative approval and financial sanction for procurement of 1 no. of Computer with accessories at Health Programme Unit under Health component of KUSP.**

Sir,

With reference to your letter under memo no. 299(H) dt. 21.12.05, this is to inform you that you may go ahead to procure 1 ( one) no. of Computer, 1 Laser Printer, Computer Table and Chair for use by the Health Officer & Asstt. Health Officer of your ULB. The specification of Computer and Printer is enclosed which is to be followed during procurement. You are also to observe the terms and conditions of procurement as laid down by the DFID.

The fund available for the ULB is Rs. 59,000/- ( Rupees fifty nine thousand) only being the cost of 1 no. of each of computer, printer, computer table and chair. The KUSP fund already available with you is to be utilized for such procurement.

Actual expenditure is to be booked under the A/C head – “Support to Health Sector – Procurement Computer” and Statement of Expenditure (SOE) be submitted through the Accounting Support Agency.

You are also requested to make necessary arrangement for Computer Training of the other health personnel concerned.

Thanking you.

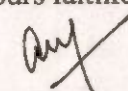
Encl: As stated

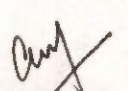
Memo No. CMU-94/2003(Pt. III)/1514 (3)

Copy forwarded for kind information to :

1. Directorate of Local Bodies
2. Finance Advisor, CMU
3. Accounting Support Agency, CMU

Yours faithfully,

  
Project Director, CMU  
Dt. .. 02.01.2006

  
Project Director, CMU



## HOWRAH MUNICIPAL CORPORATION

HEALTH DEPARTMENT  
4, MAHATMA GANDHI ROAD, HOWRAH-711 101  
Phone : 2660-3211-3 Fax : 2660-3214  
2660-2038

Memo No. : 299(H)

Dated, Howrah the 21.12.2005

From :

ATTENTION DR SIBANI GOSWAMI  
MEDICAL EXPERT, CMU.

To:  
The Project Director, C.M.U.,  
K. U. S. P.,  
'ILGUS BHAVAN', HC Block, Sector-3,  
Bidhannagar,  
Kolkata - 700 106.

*Dr. Goswami Fe.*  
*On 21/12/05*

Sir,

One computer with accessories is urgently needed to maintain and strengthen the activities of various Health Programme Units (IPP-VIII, CUDP-III) under this Corporation.

I would request you to provide one Computer with accessories which will be helpful to upgrade our Health Programme.

Therefore I am submitting herewith the status on Basic Computer Training undergone by H.O., A.H.O. M.O's of this Corporation as per proforma.

Name	Designation	Status of Basic Computer Training Undergone.	
		Yes	No
1. Dr. Subhasis Sarkar	A.H.O.	Yes	
2. Dr. Nandita Chakraborty	M.O.	Yes	
3. Dr. Indrajit Hait	M.O.	Yes	
4. Dr. Basab Dutta	M.O.	Yes	
5. Dr. Tushar Kanti Das	M.O.	Yes	
6. Dr. A.N. Samanta	M.O.	Yes	
7. Dr. Swapan Shae	M.O.	Yes	
8. Dr. Manosij Dhara	M.O.	Will be very soon	
9. Dr. A.N. Mukherjee	M.O.	Will be very soon	

Thanking you,

Yours faithfully,

*Manika Bhowm*  
20.12.05  
Deputy Mayor,  
Howrah Municipal Corporation



**HOWRAH  
MUNICIPAL  
CORPORATION**

**HEALTH DEPARTMENT**

**4, MAHATMA GANDHI ROAD, HOWRAH-711 101**

Phone : 2660-3211-3  
2660-2038

Fax : 2660-3214

Memo No. : 89(H)

Dated, Howrah the.....26.06.2006

From : Acting Health Officer,  
Howrah Municipal Corporation,  
Howrah.

To :  
The Project Manager,  
C.M.U. , Kusp.  
Ilgus Bhaban, H C Block, Sector-3,  
Bichan Nagar,  
Kolkata- 700 106.

*J. Goswami*  
*30/6/06*

Sir,

This corporation has arranged re-orientation training for HHWS, S.T.S, F.T.S, of IPP-VIII and CUP-III Health Programme on re-designed Family Schedule and HMS . Scheduled dates and venue for such programmes are detailed below:-

<u>UNITS</u>	<u>VENUE</u>	<u>DATE</u>
01. IPP-VIII,Unit-V..	163,G.T.Road(s),Howrah.	26.6. to 28.6.06.
02. CUP-III,Unit-II.	13,Gopal Lal Chaudhury Lane	26.6. to 28.6.06.
03. IPP-VIII,Unit-VIII	82/2, N.S.Dutta Road, Kadamtala	29.6.to 01.7.06.
04. IPP-VIII,Unit-X	2,Sarat Dutta Lane, Howrah.	29.6. to 01.7.06.
05. IPP-VIII,Unit-I	55,SNN Ganguly Road,Howrah.	03.7. to 05.7.06.
06. IPP-VIII,UnitIX	37, Buxurah Road, Howrah.	03.7. to 05.7.06.
07. IPP-VIII,Unit-VII	Unsani, Howrah.	06.7. to 08.7.06.
08. IPP-VIII,Unit-XI	Indradeep Bhaban,Jagacha,How.	06.7. to 08.7.06.
09. IPP-VIII,Unit-III	Jatadhari Park, Salkia, How.	10.7. to 12.7.06.
10. CUP-III,Unit-I	19, S.N.Temple Road, Salkia.	10.7. to 12.7.06.
11. IPP-VIII,Unit-II	18, Jeliapara Lane, Salkia.	13.7. to 15.7.06.
12. IPP-VIII,Unit-IV	'P' Road,Belgachia,	17.7. to 19.7.06.
13. IPP-VIII,Unit-VI	Round Tank Lane, Howrah.	20.7. to 22.7.06.

Thanking You,

Yours faithfully,

*24/6/06*  
Act. Health Officer.

Howrah Municipal Corporation







Howrah Municipal Corporation

HEALTH DEVELOPMENT FUND

IPP- VIII

UNIT - III

Sl.No.	Name	April'05		May'05		June'05		July'05		Aug'05		Sept'05		Oct'05		Nov'05		Dec'05		Jan'06		Feb'06		March'06		April'06		May'06		Total
		1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	
1	Alo Senapati	40	60	26	48	27	37	36	20	34	25	73	73	5	5	10	10	15	10	15	10	15	10	15	10	10	10	15	25	689
2	Kalpana Ghosh	156	156	144	40	50	150	33	80	72	50	63	100	36	32	32	50	50	100	30	30	50	60	60	50	50	40	60	50	1894
3	Sandhya Das	100	100	20	80	25	42	30	20	10	15	30	50	24	30	30	30	20	20	15	15	10	10	25	25	20	10	15	10	831
4	Namita Dalui																													433
5	Purnima Dutta																													394
6	Latika Das																													369
7	Malika Koley	70	79	51	50	41	50	53	30	20	25	25	25	50	50	20	20	35	35	20	25									943
8	Asima Banerjee	104	100	104	100	40	40	20	27																					869
9	Mohamaya Maity	126	126	49	40	56	50	30	32	40	30	25	25	25	25	25	25	30	30	30	30									963
10	Nilima Ghosh	75	75	50	60	35	35	35	35	35	35	36	40	40	20	20														865
11	Sikha Mondal	60	78	50	65	35	35	40	43	75	20	70	70	25	25															1045
12	Mira Chakraborty	76	76	25	25	50	40	50	50	50	50	50	50	50	50	25	40	30	50	20	50	20	15	10	50	50	50	25	25	1182
13	Samali Sangram	58	58	25	25	30	25	22	50	25	25	50	36	20	30	20	40	50	50	35	35	50	10	15	20	50	40	30	25	964
14	Baby Das	40	33	58	58	20	35	50	50	50	50	50	50	30	30	20	20	50	30	40	30	5	10	30	40	40	20	25	1009	
15	Banani Sengupta	50	50	100	10	50	50	50	50	50	50	50	50	25	25	50	50	100	50	100	100	100	100	50	50	50	50	50	50	1610
16	Sadhana Dhara	100	100	100	100	50	50	50	50	100	100	100	100	50	50	25	25	50	100	100	100	50	50	50	50	50	50	50	50	1900
17	Dipali Dey	35	35	35	35	20	11	25	31	50	60	54	54	17	17	16	16	40	22	25	27	40	26	20	18	20	18			767
18	Mina Mohanta	38	38	40	36	20	18	40	38	74	74	45	53	35	23	22	20	30	20	20	22	30	18	20	16	28	20			838
19	Sipra Chowdhury	36	37	36	36	16	17	34	34	54	60	53	50	20	30	20	20	25	31	23	24	30	27	18	18	20	25			794
20	Reba Ghosh	30	33	40	36	20	15	37	33	57	58	50	56	25	29	20	24	24	20	20	13	25	27	16	12	24	24			768
21	Sima Sen	40	36	40	34	20	15	50	30	60	48	45	48	40	40	30	18	40	20	27	20	30	27	20	18	27	25			834
22	Baby Show(Hazra)	45	40	32	36	13	15	31	27	50	30	55	58	22	20	21	17	40	24	30	31	30	32	30	14	22	20			785





Howrah Municipal Corporation

HEALTH DEVELOPMENT FUND

IPP- VIII

UNIT - VI

Sl.No.	Name	April'05		May'05		June'05		July'05		Aug'05		Sept'05		Oct'05		Nov'05		Dec'05		Jan'06		Feb'06		March'06		April'06		May'06		Total
		1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	
1	Anjana Chakraborty	100	62	96	78	52	70	66	100	90	80	80	120	80	100	80	70	100	100	80	80	80	80	80	80	80	40	90	70	2254
2	Sabita Paul	100	56	90	72	60	40	50	100	100	70	100	80	70	90	80	80	100	70	70	80	70	80	70	80	70	80	100	70	2178
3	Jyostna Mondal	80	120	54	52	50	50	50	168	100	60	100	60	100	110	100	76	60	100	50	100	50	100	60	100	60	100	60	2250	
4	Pratima Banerjee	70	133	105	74	70	98	58	146	78	112	60	100	100	96	100	100	80	100	60	100	60	100	100	100	50	50	110	2510	
5	Tapati Mazumder	62	124	100	94	66	100	50	154	70	92	100	60	70	130	100	128	80	100	60	100	60	100	60	100	80	100	60	2520	
6	Swapna Mukherjee	91	109	100	80	50	80	50	150	74	78	60	90	100	88	132	68	60	100	60	100	64	100	100	100	100	100	50	2450	
7	Kalpna Banerjee	60	58	65	48	44	50	30	102	100	43	100	60	70	100	90	80	50	30	100	50	100	45	100	60	100	50	70	1935	
8	Pubali Sinha	97	112	88	60	40	70	80	100	100	50	100	100	100	50	100	50	100	100	100	100	50	50	100	100	100	100	100	2247	
9	Tapasi Ghosh	157	157	100	100	50	50	100	85	150	50	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	2699	
10	Bela Bhournik	90	110	80	34	42	44	50	150	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	2300	
11	Shanti Lata Das	58	112	80	50	34	66	70	80	100	100	100	100	100	75	100	100	100	100	100	100	100	100	100	100	100	100	100	2200	
12	Dolly Bose	73	70	50	30	30	50	40	70	75	40	60	80	80	60	80	80	60	50	65	50	50	50	50	70	75	70	75	1688	
13	Shanti Das	96	104	80	80	25	52	50	71	100	38	100	70	100	80	100	80	70	70	60	60	50	50	50	60	100	60	100	76	2072
14	Dipali Ghosh	65	72	60	40	36	50	50	80	92	50	100	70	60	70	65	70	65	50	50	50	50	50	30	50	60	74	70	1705	
15	Nibedita Das	44	114	22	30	20	50	40	70	70	50	70	70	61	90	60	60	60	60	50	50	40	40	40	40	60	60	60	1547	
16	Namita Bramha	68	86	45	30	34	36	40	60	58	41	60	70	60	60	50	70	60	50	50	50	40	40	30	50	60	60	70	1498	
17	Nitika Bramha	75	54	70	20	36	33	40	70	42	58	60	70	65	65	60	50	60	50	60	50	45	40	54	50	70	70	60	1497	
18	Shyama Bose	100	64	58	52	30	42	52	100	100	50	100	50	50	50	100	50	50	100	50	50	50	50	50	50	50	50	50	1698	
19	Urmila Singh	100	100	100	50	40	50	60	100	100	100	100	100	100	50	100	100	100	100	100	100	100	100	100	100	100	100	100	2000	
20	Bandana Dey	100	50	72	50	32	45	48	100	100	50	100	50	50	50	100	50	50	100	50	50	50	50	50	50	50	50	50	1697	
21	Keya Das	100	50	50	50	30	50	70	100	50	100	100	50	50	50	100	50	50	100	50	50	50	50	50	50	50	50	50	1700	
22	Suparna Roy	150	148	100	80	70	70	75	100	105	100	100	100	100	100	110	100	80	90	100	80	100	100	100	100	70	85	100	2663	
23	Reba Kantha	140	138	70	70	40	50	50	60	70	80	60	70	50	70	80	80	60	70	60	70	60	70	60	70	50	70	50	1948	
24	Bula Adhikari	100	50	50	50	50	50	50	100	50	100	100	50	50	50	100	50	50	100	50	50	50	50	50	50	50	50	50	1700	
25	Kanak Mondal	110	100	70	30	40	50	50	65	75	50	60	75	50	50	68	100	60	70	60	70	60	82	60	50	40	40	40	1545	

Howrah Municipal Corporation

HEALTH DEVELOPMENT FUND

IPP- VIII

UNIT - VII

SI.No.	Name	April'05		May'05		June'05		July'05		Aug'05		Sept'05		Oct'05		Nov'05		Dec'05		Jan'06		Feb'06		March'06		April'06		May'06		Total
		1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	
1	Anjali Majumder	310		90	232	50	258	200	200	100	217	170	113	50	55	85	145	100	125	90	70	100	140	2700						
2	Bharati Sarder	200		200	100	64	176	100	100	100	60	80	100	50	50	70	110	100	100	70	70	100	100	2000						
3	Sipra Ghosh	200		130	70	60	100	77	100	100	73	50	50	50	50	50	80	70	150	100	100	100	1720							
4	Jarina Begaum	200		200	200	74	76	200	200	140	110	50	60	55	55	50	100	150	80	70	100	100	2120							
5	Sahanara Begam	159		141	200	90	160	100	100	85	65	100	100	50	50	50	100	100	50	50	100	50	1850							
6	Anowara Rasid	230		170	200	200	200	200	100	100	100	100	100	100	100	100	100	100	200	100	100	100	2750							
7	Anita Paul	150		150	185	150	180	150	175	210	210	100	100	50	50	100	200	150	150	150	150	150	2800							
8	Sankari Dutta	150		135	100	100	115	100	100	100	100	60	50	50	50	50	100	100	100	70	100	100	1780							
9	Monira Khatun	200		120	80	100	100	100	100	100	100	50	50	40	40	60	100	100	100	50	50	55	1655							
10	Shyamali Chatterjee	125		90	140	90	100	100	100	100	105	50	50	50	45	50	70	75	80	60	100	50	1630							
11	Pranati Chakraborty	200		150	50	200	100	100	100	100	200	100	94	100	100	100	100	100	100	80	60	110	2234							
12	Lakshmi Paul	100		150	50	150	100	100	100	100	100	75	125	50	50	50	50	70	70	75	110	60	50	1685						
13	Kalyani Panja	200		100	50	80	120	100	100	100	100	70	124	40	92	50	60	80	80	40	120	50	50	1676						
14	Mahamaya Das	100		150	100	200	100	100	100	100	200	70	62	70	90	50	100	80	80	40	70	100	1912							
15	Mamata Mitra	200		100	100	200	100	100	150	150	150	100	98	60	140	50	140	60	80	80	120	50	2198							
16	Kashmira Khatun	268		130	180	150	200	150	150	150	50	50	70	50	50	100	150	80	100	70	60	50	2158							
17	Kalpana Chakraborty	132		68	50	100	100	100	50	50	50	50	50	30	70	70	80	50	50	50	50	50	1250							
18	Rita John	128		156	100	80	110	100	50	50	25	50	50	25	60	25	50	50	80	80	50	55	1294							
19	Kanak Lata Bag	124		76	80	100	100	100	70	70	40	40	40	30	30	30	40	50	60	50	40	40	1180							
20	Debjani Karmakar	118		92	114	86	140	100	70	70	25	35	70	25	50	25	50	70	50	60	50	50	1330							

Sl.No.	Name	April'05			May'05			June'05			July'05			Aug'05			Sept'05			Oct'05			Nov'05			Dec'05			Jan'06			Feb'06			March'06			April'06			May'06			Total
		1st	2nd	15	1st	2nd	15	1st	2nd	15	1st	2nd	15	1st	2nd	15	1st	2nd	15	1st	2nd	15	1st	2nd	15	1st	2nd	15	1st	2nd	15	1st	2nd	15	1st	2nd	15							
1	Abira Hazra				56		50		48		56		48		58		46		50		50		52		52		50		52		62		56		70		706							
2	Sikha Paul				54		43		50		46		50		48		60		50		50		50		50		50		50		50		70		63		700							
3	Baby Patra				56		42		50		60		50		56		44		54		54		62		62		60		46		70		50		700									
4	Rekha Paul				34		56		34		76		34		50		50		50		50		50		50		50		70		30		60		660									
5	Sjpra Biswas				70		80		76		70		76		74		100		100		100		100		100		100		100		130		100		1200									
6	Minoti Banerjee				50		50		80		70		80		70		80		50		50		50		50		70		120		110		100		1000									
7	Kanika Pramanik				34		54		50		46		50		60		56		50		50		50		50		100		100		100		100		900									
8	Ranjana Roy				32		34		50		44		50		100		50		40		100		50		50		100		100		100		100		900									
9	Poli Mukherjee				38		50		35		60		35		60		50		60		60		47		47		50		140		100		100		840									
10	Santi Bose				30		57		65		40		65		40		127		21		20		20		20		50		140		100		100		840									
11	Latika Bhattacharjee				20		35		20		30		20		25		25		35		35		35		35		40		50		50		50		465									
12	Kalpna Das				20		35		20		30		20		25		25		35		35		35		35		40		50		50		50		465									
13	Aroti Sarkar				20		35		20		30		20		25		25		35		35		35		35		40		50		50		50		465									
14	Swapna Bhattacharjee				20		35		20		30		20		25		25		35		35		35		35		40		50		50		50		465									
15	Aparna Roy				20		35		20		30		20		25		25		35		35		35		35		40		50		50		50		465									
16	Alpana Das				10		10		15		10		15		40		50		75		30		30		30		55		60		75		60		540									
17	Sikha Chakraborty				20		30		22		33		22		21		20		14		20		20		20		20		20		50		50		350									
18	Gouri Koley				50		50		50		50		50		50		50		50		50		50		50		100		50		60		40		700									
19	Aruna Dutta				29		71		70		30		70		70		50		20		20		20		20		40		70		100		70		700									
20	Bharati Bag				30		50		30		30		30		30		30		50		50		50		50		50		50		50		60		560									
21	Tapasi Ghosh				23		51		65		61		65		70		30		25		25		25		25		50		80		100		100		750									
22	Sujata Ghosh				30		50		80		60		80		80		40		25		25		25		25		50		50		50		100		700									
23	Chhaya Banerjee				21		42		65		72		65		70		30		35		35		25		25		40		50		100		70		670									
24	Sima Samanta				57		33		62		79		62		30		29		45		55		55		55		39		93		101		102		786									
25	Santona das				21		49		65		65		65		50		30		20		20		20		20		50		70		100		100		700									





SI.No.	Name	HEALTH DEVELOPMENT FUND												IPP- VIII			UNIT - X													
		April'05		May'05		June'05		July'05		Aug'05		Sept'05		Oct'05		Nov'05		Dec'05		Jan'06		Feb'06		March'06		April'06		May'06		Total
		1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd			
1	Begam Hasna Banu			15	125	60	49	66	37	30	92	73	86	64	65	72	834													
2	Rekha Roy			37	62	77	51	69	35	26	93	62	68	61	67	75	783													
3	Nomita Paul			38	62	100	61	63	28	22	80	46	69	55	62	64	750													
4	Bitika Chowlay			12	81	40	30	30	30	50	50	30	20	50	50	448														
5	Rupali Chowlay			50	150	100	100	60	140	50	120	80	80	90	80	1200														
6	Bani Paul			18	79	100	100	100	100	100	100	100	100	100	100	1197														
7	Aparna Gharui			37	85	98	96	41	143	40	120	36	100	100	100	996														
8	Jharna Manna				80	90	75	34	120	30	92	50	80	82	90	913														
9	Kamala Chatterjee			200	157	91	74	59	31	31	117	90	89	138	85	1242														
10	Jhuma Badhak			30	143	135	65	50	90	50	84	40	100	100	80	1027														
11	Chhanda Dey			36	70	78	32	48	58		114	83	77	96	76	838														
12	Kaipana Mondal				83		111	51	65		113	52	62	72	73	755														
13	Krishna Mondal				36	44	30	34	24		70	70	76	70	70	596														
14	Fultu Manna			400	200	200	200	200	100	50	100	50	100	120	100	1950														
15	Polly Patra			34	100	200	130	32	100	50	75	75	100	100	75	1046														
16	Roma Roy			100	100	100	100	100	50	20	76	100	50	100	100	1096														
17	Bornali Dolui				74	96	72	75	60	40	90	50	70	80	70	852														
18	Bandita Mondal				74	96	72	75	60	40	90	50	70	80	70	852														
19	Ruby Das			21	40	29	41	55	55		50	50	40	40	40	446														
20	Jharna Bhattacharya			14	61	110	80	60	50		110	90	90	80	75	895														
21	Sumita Patra			33	66	100	80	70	50		100	80	83	60	77	869														
22	Aparna Halder			62	71	65	100	82	50		110	94	90	70	80	974														
23	Dipti Das			25	42	130	110	90	70		140	110	80	90	80	1057														
24	Rama Karati			12	80	52	50	50	25	50	50	80	50	65	91	655														
25	Sarama Ghosh			58	103	90	90	80	70		110	70	75	90	81	1002														
26	Ninoti Mukherjee			10	80	26	50	50	25	50	50	50	50	65	50	606														
27	Hena Chandra				50	70	60	60	40		90	35	65	50	100	620														

Sl.No.	Name	April'05		May'05		June'05		July'05		Aug'05		Sept'05		Oct'05		Nov'05		Dec'05		Jan'06		Feb'06		March'06		April'06		May'06		Total	
		1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15	1st 15	2nd 15		
1	Gita Das			62	21	14	25	29	50	51	40	51	48	29	38	33	40	37	42	60	48	53	43	40	53	60	50	40	44	41	1142
2	Mira Bera			29	20	10	21	10	11	36	40	38	21	63	18	20	22	40	41	40	34	35	26	46	25	39	40	30	20	22	797
3	Mira Roy			25	10	10	14	11	25	26	30	33	25	28	22	10	31	28	41	31	30	33	30	31	35	36	35	25	26	706	
4	Aparna Dutta			72	43	33	17	35	51	49	50	50	50	50	50	50	50	50	50	50	50	42	48	60	50	44	48	35	30	1265	
5	Sikha Barua			34	22	15	14	14	30	40	50	50	44	40	30	16	50	51	52	47	48	52	42	34	48	48	48	35	20	1019	
6	Anita Khanna			30	21	9	10	10	30	30	50	40	29	38	29	22	40	45	48	47	40	40	40	50	40	36	45	40	41	930	
7	Parul Sarkar			72	25	19	35	27	35	36	46	48	39	40	18	24	36	40	45	50	41	45	55	33	45	46	47	24	29	26	1026
8	Manjula Chakraborty			43	15	8	23	26	41	30	39	43	31	40	30	29	48	70	52	31	42	53	43	48	42	54	44	31	45	31	1032
9	Anjusree Ghosh			66	24	14	16	23	31	39	40	50	50	45	22	22	40	46	45	50	45	45	55	45	50	42	26	35	30	1046	
10	Krishna Mitra			53	15	24	40	20	48	50	42	46	40	28	27	22	45	50	46	38	47	37	36	37	50	59	40	38	22	37	1037
11	Arati Dey																														
12	Alpana Pathak			50	40	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	40	30	40	30	40	50	50	50	60	1100
13	Sipra Dutta			45	45	50	50	50	50	51	41	38	30	20	30	30	30	30	30	30	30	35	25	30	40	45	30	35	40	35	885
14	Sabita Paul			15	27	20	30	30	30	30	30	30	20	20	20	20	20	20	20	20	35	42	30	30	40	35	35	30	35	35	669
15	Purnima Dey			15	27	40	30	30	30	30	30	29	18	20	20	20	20	20	20	30	40	30	30	40	30	35	35	30	40	699	
16	Bharati Jana			40	50	30	40	30	35	30	35	25	30	25	30	25	30	25	20	30	30	30	30	40	30	35	35	30	35	760	
17	Subhadra Dalui			33	29	16	9	15	17	21	30	30	23	33	34	17	20	30	30	25	25	25	30	28	30	35	40	20	32	18	695
18	Sukumari Ghosh			60	31	33	31	33	30	40	20	40	30	30	38	22	39	31	34	40	30	28	37	40	28	40	34	31	30	20	900
19	Aruna Banerjee			38	35	15	15	40	22	35	30	35	30	30	25	20	30	20	30	30	35	25	35	35	40	25	35	30	20	795	
20	Rina Bodhak			70	30	35	25	40	25	40	30	35	50	50	35	20	40	34	41	32	35	33	30	40	30	45	49	22	38	22	976
21	Sondhya Maji			51	25	24	25	25	21	29	30	30	30	30	30	20	30	30	30	30	30	25	30	30	25	30	35	30	22	782	
				100	80	60	60	60	40	60	40	65	60	60	50	40	25	50	60	50	60	55	60	50	55	60	60	40	55	45	1500







KOLKATA URBAN SERVICES FOR THE POOR  
CHANGE MANAGEMENT UNIT

**Memo No. CMU-94/2003(Pt. IV)/600**

**Dt. .. 09.06.2006**

**From : A.K. Matilal  
Project Manager, CMU**

**To : The Mayor  
Howrah Municipal Corporation**

**Sub. : Extension of time period for acceptance of bill towards procurement of essential furniture & equipment under Health component of KUSP.**

**Ref. : Communication of Health Officer under memo no. 86(H) dt. 08.06.2006.**

**Sir,**

With reference to above, approval is hereby accorded for extension of time period upto 30.06.2006, for acceptance of bill by the account section towards procurement of essential furniture & equipment under Health component of KUSP, as requested for.

Statement of Expenditure be submitted through Accounting Support Agency by July, 2006.

Thanking you.

Yours faithfully,

  
✓ **Project Manager, CMU**

**Dt. .. 09.06.2006**

**Memo No. CMU-94/2003(Pt. IV)/600/1(1)**

**Copy forwarded for kind information to :  
Health Officer, Howrah Municipal Corporation.**

  
✓ **Project Manager, CMU**

**Dt. .. 09.06.2006**

**Memo No. CMU-94/2003(Pt. IV)/600/2(2)**

**Copy forwarded for kind information to :**

- 1. Finance Advisor, CMU**
- 2. Accounting Support agency.**

  
✓ **Project Manager, CMU**

Phone : 2660 3211-3  
Fax : 91-33-2660 3214



# HOWRAH MUNICIPAL CORPORATION

## HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH - 711 101

Ref. No. 86(14)

Date 08.06.06

To  
Arnab Roy,  
Project Director,  
K U S P.

Sub: Approval for extention of date for  
essential furniture & equipment under  
Health Component of KJSP.

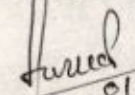
Sir,

Due to some official delay we can not submit the bills for procurement of essential furniture & equipment under Health Component of KJSP to Accounts Department. The last date of submission was 31st March, 2006 vide Memo No. CMU-94/2003(Pt.IV)/3102.

If you kindly extend the date upto 30.06.2006 it will be help ful for us.

With thanks,

Yours faithfully,

  
Actg. Health Officer,  
Howrah Municipal Corporation



KOLKATA URBAN SERVICES FOR THE POOR  
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. IV)/601

Dt. .. 09.06.2006

From : A.K. Matilal  
Project Manager, CMU

To : The Mayor  
Howrah Municipal Corporation

O/K

Sub. : Extension of time period towards procurement of Kit bag for First Tier Supervisors of your ULB under Health component of KUSP.

Ref. : Communication of Health Officer under memo no. 85(H) dt. 08.06.2006.

Sir,

With reference to above, approval is hereby accorded for extension of time period upto 30.06.2006 towards procurement of Kit bag for First Tier Supervisors under Health component of KUSP, as requested for.

The expenditure is to be booked under the A/C head "Support to Health sector - Procurement Kit bag".

Statement of Expenditure be submitted through Accounting Support Agency by July, 2006.

Thanking you.

Yours faithfully,


✓   
Project Manager, CMU

Dt. .. 09.06.2006

Memo No. CMU-94/2003(Pt. IV)/601/1(1)

Copy forwarded for kind information to :

Health Officer, Howrah Municipal Corporation.

✓   
Project Manager, CMU

Dt. .. 09.06.2006

Memo No. CMU-94/2003(Pt. IV)/601/2(2)

Copy forwarded for kind information to :

1. Finance Advisor, CMU
2. Accounting Support agency.

✓   
Project Manager, CMU



Phone : 2660 3211-3  
Fax : 91-33-2660 3214

# HOWRAH MUNICIPAL CORPORATION

## HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH - 711 101

Ref. No. 85(H)

Date 08.06.06

TO  
Arnab Roy,  
Project Director,  
K U S P.

Sub: Approval for extention of date for  
Provision of Kit Bag to First Tier  
supervisor of your ULB under Health  
Component of KUSP.

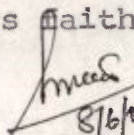
Sir,

Due to some official delay we can not submit the bills for procurement of Kit Bag for 1st Tier Supervisor to Accounts Department. The last date of submission was 31st March, 2006 vide Memo No. CMU-94/2003 (P-4)/3/38(17).

If you kindly extend the date upto 30.06.2006 it will be helpful for us.

With thanks,

Yours faithfully,

  
8/6/06  
Actg. Health Officer,  
Howrah Municipal Corporation





KOLKATA URBAN SERVICES FOR THE POOR  
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. IV)/421

Dt. .. 29.05.2006

From : A.K. Matilal  
• Project Manager, CMU  
To : The Mayor  
Howrah Municipal Corporation

Sub. : Extension of time period for undertaking works towards repair / renovation of Sub-Centres under Health component of KUSP.

Ref. : Communication of Health Officer under memo no. 84(H) dt. 25.05.2006.

Sir,

With reference to above, approval is hereby accorded for extension of time period upto 31<sup>st</sup> August, 2006, for undertaking works towards repair / renovation of Sub-Centres under Health component of KUSP, as requested for.

The expenditure is to be incurred from the existing KUSP fund available with you and to be booked under the A/C head "Support to Health sector – Refurbishment". Statement of Expenditure be submitted through Accounting Support Agency by September, 2006.

Thanking you.

Yours faithfully,

*A.K. Matilal*  
Project Manager, CMU

Dt. .. 29.05.2006

Memo No. CMU-94/2003(Pt. IV)/421/1(1)  
Copy forwarded for kind information to :  
Health Officer, Howrah Municipal Corporation.

*A.K. Matilal*  
Project Manager, CMU

Dt. .. 29.05.2006

Memo No. CMU-94/2003(Pt. IV)/421/2(2)  
Copy forwarded for kind information to :

1. Directorate of Local Bodies
2. Finance Advisor, CMU
3. Accounting Support agency.

*A.K. Matilal*  
Project Manager, CMU

Phone : 2660 3211-3

Fax : 91-33-2660 3214



# HOWRAH MUNICIPAL CORPORATION

## HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH - 711 101

Ref. No. 911/06

Date 25/5/06

*Dr. Goswami PC*  
*Am 26/5/06*

TO  
Mr. Arnab Roy,  
Project Director,  
QU, KUSP.

Sub: Extension of completion date upto  
31st August, 2006

Sir,

Due to some official problem we can not completed  
refurbishment of sub-centre i.e. minor repair & renovational  
work vide memo No. QU-94/2003 (Pt. III)/762 dt. 07.09.2005  
but we have completed the procedure for necessary equipment  
and furniture acquire under Health component of KUSP.  
In this regards if you kindly extend this completion  
date upto 31st August, 2006 it will be helpful for us.

Thanking you,

Yours faithfully,

*Dr. Neel*  
Health Officer (Admin)  
Howrah Municipal Corporation

2005

JUNE

Monday

MAY

JULY

S	1	8	15	22	29
M	2	9	16	23	30
T	3	10	17	24	31
W	4	11	18	25	
T	5	12	19	26	
F	6	13	20	27	
S	7	14	21	28	

S	31	3	10	17	24
M		4	11	18	25
T		5	12	19	26
W		6	13	20	27
T		7	14	21	28
F	1	8	15	22	29
S	2	9	16	23	30

13

29 (30) Jaistha

5 Zamad. Auwal

Saka - 23 Jyaishta

Jarnai Sasthi

033 -2337 7318  
2358 5800



Phone : 2660 3211-3  
Fax : 91-33-2660 3214

# HOWRAH MUNICIPAL CORPORATION

## HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH - 711 101

Ref. No. 81(11)

Date 25/5/06

To  
Mr. Arnab Roy,  
Project Director,  
CMU, KJSP.

Sub: Extension of completion date upto  
31st August, 2006

sir,

Due to some official problem we can not completed  
refurbishment of sub-Centre i.e. minor repair & renovational  
work vide Memo No. CMU-94/2003 (Pt.III)/762 dt.07.09.2005  
but we have completed the procedure for necessary equipment  
and furnitures acquire under Health Component of KJSP.

In this regards if you kindly extend this completion  
date upto 31st August, 2006 it will be helpful for us.

Thanking you,

Yours faithfully,

Health Officer (Acting)  
Howrah Municipal Corporation



Phone : 2660 3211-3  
Fax : 91-33-2660 3214

# HOWRAH MUNICIPAL CORPORATION

## HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH - 711 101

Ref. No. 82(14)

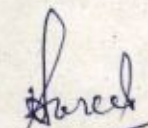
Date 25/5/08

TO  
Mr. Ujjal Mukhopadhyay,  
Senior Scientist,  
West Bengal Pollution Control Board,  
10A, Block-LA, Sector-III, Salt Lake,  
Kolkata - 700098.

sir,

Ref. your letter No.1887-M-17/2001 (Part-II)  
dated 30-03-2006 addressed to Deputy Mayor, H.M.C.  
regarding permission to operate air sampler, you are  
allowed to perform the quality comparison programme at  
the site under strict monitoring security and electrical  
connection with all feasible precautions.

Thanking you,

  
Yours faithfully,  
25/5/08



KOLKATA URBAN SERVICES FOR THE POOR  
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. IV)/363

Dt. .. 24.05.2006

From : Arnab Roy  
Project Director, CMU

To : The Mayor  
Howrah Municipal Corporation

Sub. : Extension of time period for incurring expenditure under the A/C head  
Contingency in connection with Health component of KUSP.

Ref. : Your communication under memo no. 24(H) dt. 13.04.2006.

Sir,

With reference to above, approval is hereby accorded for extension of time period for incurring expenditure under the A/C head contingency in connection with Health component of KUSP.

The expenditure is to be incurred from the existing KUSP fund available with you and to be booked under the A/C head "Support to Health Sector – Contingency". Statement of Expenditure be submitted through Accounting Support Agency by September, 2006.

Thanking you.

Yours faithfully,


  
Project Director, CMU

Dt. .. 24.05.2006

Memo No. CMU-94/2003(Pt. IV)/363/1(1)

Copy forwarded for kind information to :

Health Officer, Howrah Municipal Corporation

  
Project Director, CMU

Dt. .. 24.05.2006

Memo No. CMU-94/2003(Pt. IV)/363/2(3)

Copy forwarded for kind information to :

1. Directorate of Local Bodies
2. Finance Advisor, CMU
3. Accounting Support Agency

  
Project Director, CMU



# HOWRAH MUNICIPAL CORPORATION

## HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH - 711 101

Phone : 2660 3211-3

Fax : 91-33-2660 3214

Ref. No. 24(N)

Date 13.04.06

TO  
Arnab Ray,  
Project Director, C.M.U.,  
K. U. S. P.

Dr. Goswami  
ay  
17/4

Sub: Extension of Administrative approval and Financial sanction under the account A/C. Head Contingency in connection with Health Component of KUSP.

Sir,

Due to some unseen problems we are unable to utilise the fund under the A/C. Head Contingency in connection with Health Component of KUSP for the accounting year 2005-2006.

In this circumstances, if you are kind enough to extend the Administrative approval and financial sanction of that fund for next financial year i.e. 2006-2007, to meet the expenses as per your guide line,

Thanking you,

Yours faithfully,

*Manika Bhowmik*

Deputy Mayor,  
Howrah Municipal Corporation

Phone : 2660 3211-3  
Fax : 91-33-2660 3214



# HOWRAH MUNICIPAL CORPORATION

## HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH - 711 101

Ref. No. 384 (H)

Date 28.03.06

To  
The Project Director,  
CMU, KUSP.

Sub: Extention of time for Folk Show  
under Health Component of KUSP.

Sir,

Due to delay in official process Folk Shows under I.E.C. Activities of Health Component of KUSP could not be completed within 31st March, 2006.

Please extend the approval time upto June, 2006 for smooth completion of this work.

Thanking you,

Yours faithfully,

*[Signature]*  
29/3/06  
Actg. Health Officer,  
Howrah Municipal Corporation







KOLKATA URBAN SERVICES FOR THE POOR  
CHANGE MANAGEMENT UNIT

Memo No. CMU-94/2003(Pt. IV)/3224

Dt. .. 02.03.2006

From : Arnab Roy  
Project Director, CMU

To : The Mayor  
Howrah Municipal Corporation

Sub. : Extension of time for installation of hoarding in connection with IEC activities under Health component of KUSP.

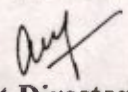
Ref. : Communication of Dy. Mayor, HMC under bearing no. 353(H)  
dt. 01.03.2006.

Sir,

The time period for installation of hoardings in connection IEC activities under Health component of KUSP is extended upto May, 2006, as requested for.

You are requested to ensure submission of Statement of Expenditure (SOE) and Utilisation Certificate (U.C.) in this regard through Support Accounting Agency accordingly.

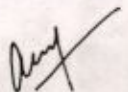
Yours faithfully,

  
Project Director, CMU

Dt. .. 02.03.2006

Memo No. CMU-94/2003(Pt. IV)/3224/1(1)

Copy forwarded for kind information to :  
Health Officer, Howrah Municipal Corporation.


  
Project Director, CMU

Dt. .. 02.03.2006

Memo No. CMU-94/2003(Pt. IV)/3224/2(2)

Copy forwarded for kind information to :

1. Finance Advisor, CMU
2. Accounting Support Agency

  
Project Director, CMU

Phone : 2660 3211-3  
Fax : 91-33-2660 3214



# HOWRAH MUNICIPAL CORPORATION

## HEALTH DEPARTMENT

4, MAHATMA GANDHI ROAD, HOWRAH - 711 101

Ref. No. 353(H)

*Dr. Goswami* Date 01.03.2006  
*3/3/06*

To  
The Project Manager,  
C M U

Sub: Extention of time for instalation of Hoarding.

Sir,

Due to delay in official process the instalation

of hoarding/repair/repainting of Message Board is delayed.  
Received 02/03/2006 2:10 PM  
please extend the approval time upto May, 2006 for smooth

02-03-05 14:07

91 33 26600218

SECRETARY\_H.M.C.

002

Yours faithfully,

*Mamika Bhowm*

01.03.08 (01.03.06)

Deputy Mayor,

Howrah Municipal Corporation

Received 02/03/2006 2:10 PM

KOLKATA URBAN SERVICES FOR THE POOR  
CHANGE MANAGEMENT UNIT

Dt. 29.03.2005

Memo No. CMU-94/2003(Pt. II)/893(40)

From : Arnab Ray, IAS  
Project Director, CMU

To : The Mayor / Chairperson

..... Municipal Corporation / Municipality

Sub : IEC activities to be undertaken by your ULB during FY 2005-06  
under Health Component of KUSP.

Sir,

You may be aware that DFID has accorded approval activities for strengthening the existing HIW scheme. For the purpose, the following IEC activities have been considered to be undertaken by your ULB during FY 2005 - 2006.

## IEC activities :

Sl. No.	IEC Activities	Unit Cost (Amount in Rs.)	Time period for implementation
1.	Group discussion at block level with female / male members (separately) of the community. One such group discussion at two monthly interval per block i.e. six discussions per block in a year. Each discussion session will cover six different health topics / issues. No. of participants not exceeding 30 nos. per discussion session.	Rs. 150/- per discussion session. (30 participants x Rs 5/-)	April, 2005 to March, 2006
2.	Installation of hoardings / repair & repainting of existing message boards - At HAU - At OPD - At MH (where existing) - At RDC (where existing) - At Sub Centre	Not exceeding Rs. 5000/- per each hoarding for HAU, OPD, MH and RDC. Not exceeding Rs. 1500/- per each Sub-Centre.	To be completed by August, 2005
3.	Baby show - 1 show per HAU per year	Not exceeding Rs. 10000/- per baby show.	To be completed within November, 2005 to January, 2006
4.	Awareness through deployment of folk media - 2 such programmes per HAU per year	Not exceeding Rs. 1600/- per programme.	To be completed by June to August, 2005 and November, 2005 to January, 2006

Contd. to P-2.



KOLKATA URBAN SERVICES FOR THE POOR  
C H A N G E M A N A G E M E N T U N I T

Memo No. CMU-94/2003(Pt. IV)/3138(17)

Dt. .. 27.02.2006

From : Arnab Roy  
Project Director, CMU

O/C

To : The Mayor / Chairman

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

**Sub. : Provision of Kit bag to First Tier Supervisors (FTSs) of your ULB under Health component of KUSP.**

Sir,

From the monitoring report of DLB in the month of February, 2006 with regard to your ULB it has been observed that procurement of Kit bag for First Tier Supervisors (FTSs) is yet to be completed. In this regard this office earlier communication bearing no. CMU-94/2003(Pt. IV)/3094(51) dt. 24.02.2006 may kindly be referred to, wherein unit rate of Kit bag with contents has been enhanced to Rs. 330.75 only.

You are requested to expedite the completion of such procurement and submit Statement of Expenditure in this regard through Accounting Support Agency by 31<sup>st</sup> March, 2006.

The expenditure is to be booked under the A/C head "Support to Health Sector - Procurement Kit bag".

Yours faithfully,

*Arnab Roy*  
Project Director, CMU

Dt. .. 27.02.2006

Memo No. CMU-94/2003(Pt. IV)/3138(17)/1(17)

Copy forwarded for kind information to :

Health Officer / Asstt. Health Officer,

..... Municipal Corporation / Municipality.

*Arnab Roy*  
Project Director, CMU

Dt. .. 27.02.2006

Memo No. CMU-94/2003(Pt. IV)/3138(17)/2(3)

Copy forwarded for kind information to :

1. Directorate of Local Bodies
2. Finance Advisor, CMU
3. Accounting Support Agency

*Arnab Roy*  
Project Director, CMU



# HOWRAH MUNICIPAL CORPORATION

**HEALTH DEPARTMENT**  
4, MAHATMA GANDHI ROAD, HOWRAH - 711 101

Ref. No. 1163 (H) 2005-2006

Date 20/02/2006

To  
**The Project Director,**  
**C.M.U., K.U.S.P.**



*Dr. Goswami*  
*Am 24/02*

Sir,

I am submitting herewith the reports of Group Discussions under Health Component of KUSP, held within this Corporation area during the period 01.08.05 to 31.10.05.

Thanking you,

Yours faithfully,

*[Signature]*  
Health Officer,  
Howrah Municipal Corporation

324064  
17,890  
5.10.05

*No group discussion on PNC, Breast feeding & weaning. Nutrition vs children Malnutrition & FH Family planning separately Immunization separately as well TB, Night Blindness, Iodine deficiency and more*

IEC Performance Report  
HOWRAH MUNICIPAL CORPORATION

Period 1.8.05 2005/06 to 31.8 2005/06

Group Discussion under Health Component  
of KUSP.

A)

Period H.A.U.	Total No. of blocks in the ULB HAJ wise	Total No. of group meetings held	Item of topics discussed	Total No. of participants			Remarks
				F	M	T	
Unit I	35	6	Antenatal Care	24	4	28	
			2) R.T.I & S.T.D.	24	3	27	
			3) Reproductive Health	25	4	29	
			4) Diarrhoea	23	5	28	
			5) Antenatal Care	25	5	30	
			6) Malaria.	24	3	27	
Unit VI	30	14	1) Diarrhoea	25	4	29	
			2) R.T.I & S.T.D.	26	3	29	
			3) Antenatal Care	25	5	30	
			4) Diarrhoea	24	4	28	
			5) Malaria	25	4	29	
			6) Adolescent Health Care	25	4	29	
			7) Diarrhoea	25	3	28	
			8) Antenatal Care	24	4	28	
			9) Adolescent Health	26	4	30	
			10) Diarrhoea	25	5	30	
			11) Malaria	24	5	29	
			12) A.R-1	26	4	30	
			13) Diarrhoea	27	1	28	
			14) Malaria	26	3	29	
Unit VII	21	6	Adolescent Health	25	5	30	
			Malaria	24	5	29	
			Diarrhoea	27	2	29	
			A.R-1	26	4	30	
			Antenatal Care	25	4	29	
			Diarrhoea	27	2	29	
Unit VIII	25	4	Adolescent Health Care	25	5	30	
			Antenatal Care	27	3	30	
			Diarrhoea	28	2	30	
			A.R-1	26	4	30	



②  
IEC Performance Report  
HOWRAH MUNICIPAL CORPORATION

Period 1-8-05 2005/06 to 31-8- 2005/06

A) Group Discussion

Period	Total No. of blocks in the ULB HAU wise	Total No. of group meetings held	Item of topics discussed	Total No. of participants			Remarks
				F	M	T	
H.A.U							
Unit V	35	21	1) R.T.I & S.T.D 2) Diarrhoea 3) Malaria 4) Adolescent Health 5) Diarrhoea 6) R.T.I. 7) Reproductive Health 8) Safe Motherhood 9) A.R.I 10) Diarrhoea 11) Malaria 12) R.T.I & S.T.D 13) Antenatal Care 14) Newborn Care 15) Diarrhoea 16) Immunisation 17) Antenatal Care 18) A.R.I 19) Adolescent Health 20) Immunisation 21) Diarrhoea	25 24 25 26 24 26 25 26 25 24 24 25 25 24 26 27 24 26 23 25 26	4 4 5 3 4 4 3 4 4 4 4 5 4 4 2 1 4 4 5 5 3	29 28 30 29 28 30 29 29 29 28 28 30 29 28 28 28 30 28 30 29	
Unit IX	20	3	1) Vaccine preventable Disease 2) Diarrhoea 3) Antenatal Care	25 26 25	5 3 4	30 29 29	
Unit X	27	6	1) Safe Motherhood 2) Antenatal Care 3) Diarrhoea 4) A.R.I 5) Malaria 6) vaccine preventable Diseases	26 25 30 29 27 25	4 5 0 1 3 5	30 30 30 30 30 30	

# IEC performance Report

HOWRAH MUNICIPAL CORPORATION

period : 1.8.05 2005/06 to 31.8 2005-06

Total No. of blocks in the ULB HAU wise	Total No. of group meetings held	Item of topics discussed	Total No. of participants			Remarks
			F	M	T	
C.UDP - Unit II	16	1) A.R.1	19	6	25	
		2) Diarrhoea	20	0	20	
		3) Diarrhoea	15	5	20	
		4) Diarrhoea	30	-	30	
		5) Diarrhoea	25	-	25	
		6) A.R.1	25	-	25	
		7) Diarrhoea	20	-	20	
		8) Diarrhoea	21	-	21	
		9) Diarrhoea	25	5	30	
		10) Diarrhoea	20	0	20	
		11) Diarrhoea	21	0	21	
		12) Diarrhoea	20	0	20	
		13) A.R.1	22	0	22	
		14) A.R.1	21	0	21	
		15) Diarrhoea	19	0	19	
		16) Diarrhoea	20	5	25	

③

IEC performance Report  
HOWRAH MUNICIPAL CORPORATION

Period 1-8-05 2005/06 to 31.8 2005/06

20)

Period H.A.U.	Total No. of blocks in the ULB HAU wise	Total No. of group meetings held	Item of topics discussed	Total No. of participants			Remarks
				F	M	T	
Unit XI	21	21	1) Safe Motherhood	25	5	30	
			2) Antenatal Care	25	4	29	
			3) Diarrhoea	27	3	30	
			4) Malaria	26	3	29	
			5) A.R.I	25	5	30	
			6) Diarrhoea	24	5	29	
			7) Malaria	27	2	29	
			8) Immunisation	28	1	29	
			9) Antenatal Care	26	3	29	
			10) Safe Motherhood	26	3	29	
			11) Diarrhoea	25	4	29	
			12) Malaria	27	2	29	
			13) Adolescent Health	29	0	29	
			14) Diarrhoea	26	3	29	
			15) Malaria	25	4	29	
			16) Safe Motherhood	27	2	28	
			17) A.R.I	26	4	30	
			18) Reproductive Health	25	4	29	
			19. Diarrhoea	25	3	28	
			20 Antenatal Care	25	5	30	
			21 A.R.I	27	2	29	

**IEC Performance Report**  
**HOWRAH MUNICIPAL CORPORATION**

Period 01.09 2005/06 to 30.09 2005/06

Group Discussion under Health Component  
of K.U.S.P.

A)

Period H.A.U.	Total No. of blocks in the ULB HAU wise	Total No. of group meetings held	Item of topics discussed	Total No. of participants			Remarks
				F	M	T	
Unit I	35	7	1) Antenatal Care 2) Reproductive Health 3) Safe Motherhood 4) Immunisation 5) Diarrhoea 6) A.R.I 7) R.T.I & STD	25 28 27 30 26 25 29	5 3 3 0 4 5 1	30 31 30 30 30 30 30	
Unit II	35	15	1) Immunisation 2) Reproductive Health 3) Vaccine preventable diseases 4) Antenatal Care 5) Safe Motherhood 6) A.R.I 7) S.T.D 8) Diarrhoea 9) Malaria 10) Immunisation 11) R.T.I & S.T.D 12) Antenatal Care 13) Diarrhoea 14) Malaria 15) Reproductive Health	27 29 26 24 25 21 21 25 21 23 22 26 22 22 24	1 0 0 3 4 5 5 5 7 5 6 1 6 4 2	28 29 26 27 29 26 26 30 28 27 28 27 28 26 26	
Unit VII	21	2	1) R.T.I & S.T.D 2) Safe Motherhood	25 29	5 1	30 30	
Unit VIII	25	4	1) Antenatal Care 2) Diarrhoea 3) Immunisation 4) Vaccine preventable diseases	25 25 24 25	5 3 4 3	30 28 28 28	

IEC Performance Report  
HOWRAH MUNICIPAL CORPORATION

Period 1.9 2005/06 to 30.9 2005/06

Group Discussion.

a)

Period H.A.U.	Total No. of blocks in the ULB HAU wise	Total No. of group meetings held	Item of topics discussed	Total No. of participants			Remarks
				F	M	T	
Unit VI	30	14	1) Adolescent Health 2) Adolescent Health 3) S.T.D 4) Safe Motherhood 5) Reproductive Health 6) R.T.I & S.T.D. 7) Antenatal Care 8) Vaccine preventable Diseases 9) Diarrhoea 10) Malaria 11) A.R-1 12) Antenatal Care 13) R.T.I & S.T.D. 14) Diarrhoea	25 25 30 27 27 26 26 26 25 25 23 25 30 23	5 5 0 3 3 4 4 0 5 5 0 0 2	30 30 30 30 30 30 26 30 30 28 25 30 25	
Unit IX	20	3	1) Safe Motherhood 2) Newborn Care 3) Immunisation	25 21 28	5 5 2	30 26 30	
Unit X	27	4	1) Diarrhoea 2) Malaria 3) Adolescent Health 4) Antenatal Care	28 25 21 30	2 5 9 0	30 30 30 30	
Unit XI	21	21	1) Diarrhoea 2) Malaria 3) A-R-1 4) Diarrhoea 5) Malaria 6) Safe Motherhood 7) Antenatal Care	25 25 25 28 23 30 29	5 5 5 2 7 0 1	30 30 30 30 30 30 30	

IEC Performance Report  
HOWRAH MUNICIPAL CORPORATION

Period 01.09 2005/06 to 30.09. 2005/06

Group Discussion

A)

Period H.A.U	Total No. of blocks in the ULB HAU wise	Total No. of group meetings held	Item of topics discussed	Total No. of participants			Remarks			
				F	M	T				
Unit XI	21	<del>22</del>	8) Diarrhoea	25	5	30				
			9) Adolescent Health	25	5	30				
			10) R.T.I L.S.T.D	28	2	30				
			11) Diarrhoea	26	4	30				
			12) Antenatal Care	29	1	30				
			13) Immunisation	27	3	30				
			14) Diarrhoea	28	2	30				
			15) Safe Method	25	5	30				
			16) A.R.I	27	3	30				
			17) Malaria	25	5	30				
			18) R.T.I L.S.T.D.	29	1	30				
			19) Antenatal Care	27	3	30				
			20) Diarrhoea	26	4	30				
			21) Malaria	26	4	30				
			C.U.D.P-III Unit II	40	16	1) Malaria	17	5	22	
						2) Diarrhoea	19	6	25	
						3) Diarrhoea	21	0	21	
						4) Malaria	17	7	24	
						5) A.R.I	19	5	24	
						6) Diarrhoea	20	6	26	
						7) A.R.I	24	6	30	
8) Diarrhoea	21	0				21				
9) Diarrhoea	20	5				25				
10) A.R.I	19	7				26				
11) Diarrhoea	21	0				21				
12) Fever	20	5				25				
13) Malaria	20	5				25				
14) Gastritis	18	4				22				
15) Diarrhoea	20	6				26				
16) Gastro-enteritis	25	0				25				

IEC performance Report  
HOWRAH MUNICIPAL CORPORATION

Period 01.10 2005/~~06~~ to 31.10 2005/~~06~~

Group Discussion under Health Component  
of K.O.S.P.

A)

Period	Total No. of blocks in the ULB HNJ wise	Total No. of group meetings held	Item of topics discussed	Total No. of participants			Remarks
				F	M	T	
H.A.U							
Unit V	35	9	1) Safe Motherhood 2) Adolescent Health Care 3) R.T.I & S.T.D 4) Diarrhoea 5) A.R.1 6) Malaria 7) Antenatal Care 8) R.T.I & S.T.D. 9) Vaccine preventable Diseases	27 26 24 22 24 25 25 27 25	2 3 2 4 3 5 4 2 5	29 29 26 26 27 30 29 29 30	
Unit X	27	4	1 Antenatal Care 2 Diarrhoea 3 Adolescent Health 4 R.T.I & S.T.D	26 25 25 26	4 5 3 2	30 30 28 28	
Unit XI	21	21	1 Safe Motherhood 2 Malaria 3 Diarrhoea 4 A.R.1 5 Reproductive Health 6 Antenatal Care 7 Immunisation 8 Diarrhoea 9 Malaria 10 Antenatal Care 11 Safe Motherhood 12 Vaccine preventable diseases	26 27 25 28 25 27 26 25 27 26 27 26	4 3 5 0 0 3 4 5 3 3 3 4	30 30 30 28 25 30 30 30 29 30 30 30	

IEC Performance Report  
HOWRAH MUNICIPAL CORPORATION

Period 01 2005/06 to 31.10 2005/06

A)

Period	Total No. of blocks in the ULB HAU wise	Total No. of group meetings held	Item of topics discussed	Total No. of participants			Remarks
				F	M	T	
H.A.U.							
Unt XI (contd)	21		13 Malaria 14 Diarrhoea 15 Safe Motherhood 16 A.R.1 17 R.TI. LS.TS 18 Antenatal Care 19 Diarrhoea 20 Leprosy 21 Immunisation	27 25 26 27 25 26 27 25 28	3 5 4 3 5 4 3 5 2	30 30 30 30 30 30 30 30 30	
C.O.U. DP-III Unit II	40	15	1 Safe Motherhood 2 Malaria 3 Adolescent Health Care 4 Fever 5 Diarrhoea 6 Safe Motherhood 7 Adolescent Health 8 Diarrhoea 9 Fever 10 Diarrhoea 11 Gastroenteritis 15 Safe Motherhood 13 Diarrhoea 14 Gastroitis 15 Diarrhoea	20 18 32 23 19 22 30 20 24 20 20 30 25 25 25	0 4 0 6 0 0 0 5 5 5 6 0 5 4 5	20 22 32 29 19 22 30 25 29 25 26 30 30 29 30	





# HOWRAH MUNICIPAL CORPORATION :

Accounts Department  
4, Mahatma Gandhi Road. Howrah-711 101  
Tel. : 26603211 -13 Fax. (01-033) 26603214



FA/H/E  
Pl. resolve  
31/1

Memo:- 330/5(H)

Date : 31/01/2006

From: The Acting Health Officer, Howrah Municipal Corporation.

To: The Coordinator P.I.T.

The issue has been resolved at local level.  
J. S. S. S.

**Sub:- Disallowance of Expenses incurred by our Department.**

**Ref:- Your Memo No:-363/AD Dtd-28/01/2006.**

Sir,

As discussed with you I am presenting below clarification against the disallowance of the expenses;

1. In the H.M.C. Area we have 389 approved Blocks under I.P.P. and C.U.D.P. representing 200 families per Block.

2. As per C.M.U. Memo No. - CMU-94/2003(Pt. II).893.(40). dated-29/03/2005, we have organized Group Discussions at Block Level during the period July - August 2005 and submitted Three Bills amounting to Rs. 26459/-.

3. As per the above mentioned Memo, we are to receive 389 x 6 x Rs.150/-=**Rs. 3,50,100/-**. for the period April 2005 to March 2006.

We do not understand why the above expenditure of Rs. 26459/- is disallowed. We earnestly request you to take up the matter with the C.M.U. to enable us to continue with the I.E.C. Activities as directed by the C.M.U.

Your co-operation is solicited.

Thanking you,

Yours faithfully,

*[Signature]*  
31/1/06  
(Acting Health Officer)

CC. to:-

1. The Hon'ble Chairperson. P.I.T., HMC.
2. The Controller of Finance, H.M.C.
3. The Project Director, C.M.U.
4. The Project manager, C.M.U.
5. The Medical Expert, C.M.U.
6. Sri Subir Bhattacharya, F.A. C.M.U./ S.U.D.A.



**KOLKATA URBAN SERVICES FOR THE POOR**  
**CHANGE MANAGEMENT UNIT**

H/03-  
15-06/67

Dtl. S. Sen  
19  
2.4.11

Memo No. CMU-94/2003(Pt. II)/893(40)

Dt. .. 29.03.2005

**From :** Arnab Ray, IAS  
Project Director, CMU

HO  
2007  
Mo (50) Meets  
220 99/11/2005  
209  
4/14

**To :** The Mayor / Chairperson

..... Municipal Corporation / Municipality

**Sub :** IEC activities to be undertaken by your ULB during FY 2005-06 under Health Component of KUSP.

Sir,

You may be aware that DFID has accorded approval activities for strengthening the existing HIHW scheme. For the purpose, the following IEC activities have been considered to be undertaken by your ULB during FY 2005 – 2006.

**IEC activities :**

Sl. No.	IEC Activities	Unit Cost (Amount in Rs.)	Time period for implementation
1.	Group discussion at block level with female / male members (separately) of the community. One such group discussion at two monthly interval per block i.e. six discussions per block in a year. Each discussion session will cover six different health topics / issues. No. of participants not exceeding 30 nos. per discussion session.	Rs. 150/- per discussion session. (30 participants x Rs 5/-) 25 (RSC) dt 15.10.05 27 (RSC) dt 15.10.05 26 (RSC) dt 17.10.05 } In 264 9/-	April, 2005 to March, 2006
2.	Installation of hoardings / repair & repainting of existing message boards - At HAU - At OPD - At MII (where existing) - At RDC (where existing) - At Sub-Centre	Not exceeding Rs. 5000/- per each hoarding for HAU, OPD, MII and RDC. Not exceeding Rs. 1500/- per each Sub-Centre.	To be completed by August, 2005
3.	Baby show - 1 show per HAU per year	Not exceeding Rs. 10000/- per baby show.	To be completed within November, 2005 to January, 2006
4.	Awareness through deployment of folk media - 2 such programmes per HAU per year	Not exceeding Rs. 1600/- per programme.	To be completed by June to August, 2005 and November, 2005 to January, 2006

Contd. to P-2.



- 2 -

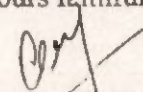
All the above mentioned programme plan, implementation, monitoring and supervision are to be done at the arrangement of Health Officer / Asstt. Health Officer of the ULB

On the basis of above, you may please arrange to start the programmes accordingly. The expenditure incurred for the purpose may be made out of KUSP fund already placed with you. The expenditure may be booked under the accounts head "Support to Health sector - IEC - Group discussion / installation of hoardings / baby show / folk media" (as may be applicable).

A Report on item wise IEC activities may be forwarded to this office by 10<sup>th</sup> of the following month

You are requested to submit the Statement of Expenditure (SOE) and Utilisation Certificate (UC) at monthly interval through the Accounting Support Agency.

Yours faithfully,

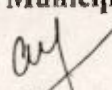
  
Project Director, CMU

Memo No. CMU-94/2003(Pt. II)/ 893(40)/1(40)

Dt. .. 29.03.2005

Copy forwarded for information and necessary action to :

Health Officer / Asstt. Health Officer, ..... *Heavily* Municipal Corporation / Municipality.

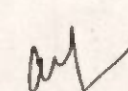
  
Project Director, CMU

Memo No. CMU-94/2003(Pt. II)/ 893(40)/1(3)

Dt. .. 29.03.2005

Copy forwarded for information to :

1. Secretary, Municipal Affairs Dept.,
2. PS to MIC, Municipal Affairs Dept.,
3. Director of Local Bodies

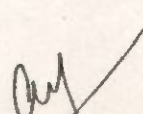
  
Project Director, CMU

Memo No. CMU-94/2003(Pt. II)/(40)/3(4)

Dt. .. 29.03.2005

Copy forwarded for information and necessary action to :

1. Project Manager, CMU
2. Financial Adviser, CMU
3. Accounts Officer, CMU
4. Health Expert, CMU

  
Project Director, CMU

