

Sub. : KUSP Health component in the 1st year

Placed below is the copy of communication from Sri Sudipto Mukherjee of DFID to the Project Director, KUSP with endorsement to the undersigned by the Project Manager, CMU dt. 17.12.2004.

KUSP Health component in the 1st year will comprise support to HHWs across 61 ULBs for uniforms, Kits and retraining.

Re : Uniform

Grass root level health functionaries are HHWs and FTSs. Though DFID has approved uniform for HHWs, it is strongly felt that FTSs are also to be provided with the uniform, the colour of which will be different from that of HHWs'.

- a) Initial discussion with cross section of the HHWs regarding their views on texture and colour of the uniform which includes Saree, Blouse and petticoat.
One discussion session with HHWs & FTSs each for East Bank ULBs, West Bank ULBs and ULBs of Southern part.
(2 HHWs and 1 FTS per ULB will participate in the discussion session. The venue will be at a ULB which is more or less centrally located.)
- b) Consensus on texture & colour of Uniform will be ascertained through these discussion sessions.
- c) Mode of procurement
 - (i) CMU will procure Sarees, cloth for blouse and petticoat, 70 nos. each for providing samples to 61 ULBs and 9 set of samples to be kept with CMU.
 - (ii) Procurement at ULB level will be done by the respective ULBs through their Purchase Committee maintaining norms set forth by CMU.
- d) Estimated Cost :
 - 1 Saree - Rs.200/-
 - 1 Petticoat - Rs.70/-
 - Cloth for 1 Blouse and stitching charge - Rs.80/-
 - Total estimated cost for 1 set of Uniform - Rs 350/-
- e) Double set of uniforms are required to be provided per HHW and FTS.
- f) No. of HHWs and FTSs, and estimated required quantity of Uniforms, cost involvement per ULB thereof are enclosed in Annexure - I.
- g) Cost involvement for double set of uniforms for HHWs and FTSs is Rs. 54,73,300/- including cost for samples.
- h) A communication from CMU is required to be made to the ULBs to ascertain the actual no. of HHWs and FTSs now working.
- i) Fund for procurement of uniform (actual no. of HHWs & FTSs per ULB x cost for 2 sets of uniform) may be released to the ULBs by CMU.
- j) SOE and U.C. will be submitted by the respective ULBs to CMU in due course.

Re : HHW Kit

DFID assisted Honorary Health Worker Scheme has been launched in 10 ULBs of Non-KMA with effect from 01.02.2004, where HHW Kit with contents had already been procured by Central Co-ordinating Cell, SUDA and provided to the ULBs concerned.

It is proposed that the same type of Kit Bag with contents may also be provided to the HHWs of the remaining 51 ULBs (40 ULBs in KMA and 11 ULBs in Non-KMA).

Options for procurement of HHW Kit Bag

1. Like uniform, CMU may procure 62 HHW Kit Bag with contents to provide to the ULBs as approved sample. ULBs will procure the same through their respective Purchase Committee maintaining the norms set forth by CMU. This will take care of decentralisation of procurement at ULB level.
 2. Alternatively, to maintain uniformity of the standard of the Kit Bag, CMU may procure centrally and distribute to the ULBs directly by the firm selected for procurement of the same.
- Estimated unit cost of Kit Bag with contents - Rs. 300/-
 - Estimated cost involvement in KMA ULBs 4,751 HHWs x Rs. 300/- = Rs. 14,25,300/-
 - Estimated cost involvement in Non-KMA ULBs 1,477 HHWs x Rs. 300/- = Rs. 4,43,100/-
 - Estimated Grand Total Cost involvement - Rs. 18,87,000/- including cost for samples.

Re : Re-training

Re-training at different level of health care providers i.e. HHW, FTS, STS / ANM, PTMO, HO, AHO and UHIO are essentially required for updating of technical knowledge and strengthening of services. For this purpose, the following are proposed.

- a) Tender may be floated for selection of Outsourcing agency for re-training component - ISC may help in preparing TOR.
- b) Development of Training Curriculum which will also include the feasible recommendations of ISC.
- c) Training curriculum will be prepared by the agency in consultation with KMDA and CMU which may be further reviewed by ISC.
- d) HO, AHO, PTMO, STS and UHIO will be trained by the selected agency on updating of technical topics.

- e) Training of HHWs and FTSSs at ULB level may be done through Trainers (HO, AHO and the like) identified at each ULB level jointly with Outsourcing agency and KMDA.
- f) Agency along with Trainers at individual ULB level will impart training to HHWs and FTSSs in phased manner.
- g) Supervision and monitoring of the re-training may be done by KMDA.
- h) Duration of training for -
HHWs - 12 days, FTSSs - 5 days, STSSs - 3 days, PTMOs - 2 to 3 days, UHIO - 2 days.
- i) Training venue -
 - At CMU for training of Trainers.
 - At respective ULBs for training of HHW, FTS, STS / ANM, PTMO and UHIO.
- j) Training is to be evaluated at ULB level by pre & post training examination by the agency in consultation with Trainers and KMDA.
- k) No. of health care providers at different level for retraining is as under :

	For KMA ULBs	For Non-KMA ULBs (Excepting DFID assisted 10 ULBs)
HHWs	4751	1477
FTS	911	347
PTMO	120	96
UHIO	40	10
STS	40	96
HO	40	12
AHO	40	
TOTAL	5942	2038

- l) Estimated total cost involvement for re-training Rs 58.77 lakhs for KMA ULBs and 20.29 lakhs for Non-KMA ULBs.
- m) Estimated Grand Total cost for re-training - Rs 79.06 lakhs excluding cost for Outsourcing agency which is to be taken into account separately in due course.
- Summary of estimated cost involvement in connection with procurement of Uniform for HHWs and FTSSs, HHW Kit Bag and Re-training at a glance :

(Amount in Lakhs)

Procurement of Uniform	Procurement of HHW Kit	Re-training	Total
54.73	18.87	79.06	152.66

- The proposal for mobility or contingency in the form of referral fund is under examination and exploration which will be submitted separately in due course.

Add for outsourcing $\frac{50.00}{\text{Total } 202.66}$

* KMA - 58.77
 Non-KMA - 20.29
 Outsourcing - 50.00
 HO/AHO - 20.00

1499.06 say 150.00 lakhs



- With regard to repair of sub-centres, ISC may be intimated by the appropriate Authority for examining cost effectiveness, levels of utilisation, etc. as mentioned by DFID.
- Private sector health insurance in 1 or 2 agreeable ULBs may be tried with assistance of ISC.

Submitted for kind perusal and instruction.

PM CMU
AS

Dr. Goswami
23.12.04
Surya

1. Uniform → pl. go ahead as proposed.
2. HHW → pl. go ahead as proposed.
3. Training → The proposals may be discussed in Health Steering Committee meeting & finalised.
4. Mobility allowance proposal to be developed & we should send it to DFID for approval.
5. We may await ISC report on sub centres
6. Pilot for health insurance proposal may be developed & placed in Steering Committee meeting.
7. IEC activity proposal be developed.

PM / Tech Advisor / Dr. Goswami

21.12.04

31/12



**Sub. : Procurement of Uniform for grass root level health
functionaries under Health component of KUSP.**

Apropos decision of Health Steering Committee held on 11.01.2005 70 nos. of Uniform are to be procured by CMU for providing samples to 40 KMA and 22 Non-KMA ULBs and 8 sets of sample to be kept with CMU. Each set of Uniform will consist of 1 saree, 1 petticoat and 1 blouse for female grass root level health worker.

For the purpose, 70 nos. of blue saree, 70 nos. of blue blouse piece (1 piece of 1 mtr. Length) may be procured by CMU. Since the sizes of petticoat will vary individual wise, it is proposed that the ULB will procure the suitable ones within the cost estimate as will be spelled out by CMU while giving the necessary instruction with regard to procurement of Uniform. The said procurement may be done through inviting quotation by the Procurement Expert, CMU.

The Uniform for male grass root level health functionaries i.e. STS in some of the KMA ULBs, will consist of 1 deep blue trouser and 1 light blue shirt. As the no. of male STS is not very significant, necessary instruction along with token cut piece of cloth for trouser and shirt will be provided to the ULBs by CMU. For this purpose, only 1 mtr. of cloth each for trouser and shirt may be procured by CMU under the Contingency head.

Procurement Specialist, CMU may kindly be requested to take further necessary action for procurement of the same for supply to the ULBs concerned as approved sample for undertaking bulk procurement by the ULBs at their level.

Submitted for favour of kind perusal and clearance.

P.D. CMU

[Signature]
2205

Appd as proposed
[Signature]
21/2

HE

PE



Sub. : Procurement of Uniform for grass root level health functionaries and HHWs Kit bag with contents under Health component of KUSP.

Apropos instruction sample for Uniform and Kit bag with contents have been procured which may now be released to the ULBs for undertaken procurement from their end. A draft letter for the purpose is placed below for approval. If approved the letter may be issued under the signature of Health Expert, CMU.

It has been ascertained from other sources that the undergarments i.e. petticoat is not a component of Uniform. Under the circumstances, the proposal for providing petticoat to the grass root level health functionaries may be dropped.

Submitted for favour of kind perusal and clearance.

P.D. gmc

4.3.05

4/3



Out of 10 ULBs, consent letter from 7 ULBs covered under IPP-VIII-(Extn.) have been received so far. ULB wise fund requirement for the above 7 ULBs is as under :

Sl. No.	ULBs	Fund requirement (in Rs.) for		
		Uniform	Kit bag	Total
1.	Alipurduar	19,968.00	11,934.00	31,902.00
2.	Burdwan	71,968.00	41,616.00	1,13,584.00
3.	Balurghat	33,696.00	19,890.00	53,586.00
4.	Darjeeling	38,688.00	43,632.00	82,320.00
5.	Durgapur MC	1,21,472.00	69,156.00	1,90,628.00
6.	Kharagpur	62,400.00	34,272.00	96,672.00
7.	Siliguri MC	1,30,208.00	74,664.00	2,04,872.00
	TOTAL	4,78,400.00	2,95,164.00	7,73,564.00

Demand Draft on the total fund requirement of each ULB may be prepared by CMU in favour of "IPP-VIII-(Extn.) O & M, Municipality / Municipal Corporation".

After completion of preparation of DD, the Chairperson of the Municipality concerned will be requested to send the authorised representative for collection of DD and approved samples for undertaking procurement at their level. SOE and U.C. will be submitted by the ULBs in due course.

Submitted for kind approval.

P.D, CMU

FA

any
7/3

07.03.2005



Sub: Procurement of Uniform for gram-level health functionaries and MNHS Kit bag with contents for RCH Sub Project Asansol under Health Component of KUSP.

POD is the communication bearing memo no. 119/RCH/AME dt. 3.3.05 from the Mayor, Asansol Municipal Corporation to the undersigned.

As DFID has accorded approval for provision of Uniform for gram level health functionaries and MNHS Kit bag with contents to other 21 ULBs of non-RNH, Consent letter from Asansol Municipal Corporation has been received. The fund requirement for the said ULB is as under: -

ULB.	Fund Requirement (in Rs) for		
	Uniform	Kit Bag	Total.
Asansol Municipal Corporation.	97,136.00	1,09,548.00	2,06,684.00

Demand Draft for Rs. 206684.00 (Rupees two lakhs six thousand six hundred eighty four) only may be prepared by CMU in favour of "RCH Sub Project Asansol", - Asansol Municipal Corporation.

After completion of preparation of DD, the Mayor, Asansol M.P. Corpn will be requested to send authorised representative for collection of DD and approved samples for undertaking procurement at their level. SOE and UC will be submitted by the ULB within 60 days from the date of issuance of this office communication in this regard.

Submitted for kind approval.

[Signature]
15.03.05

PM, CMU

FA

X. Approved as proposed.

[Signature]
15/3/05



Sub. : Procurement of Uniform for grass root level health functionaries and HHWs Kit bag with contents under Health component of KUSP for Non-KMA ULBs.

Consent letters from the Chairman of Jalpaiguri, Raiganj and English Bazar Municipality for provision of Uniform for grass root level health functionaries and HHWs Kit bag with contents, have been received.

It is to mention that out of 10 ULBs under IPP-VIII (Extn.), fund for such procurement has already been provided to 7 ULBs.

Now the fund requirement for the rest 3 ULBs i.e. Jalpaiguri, Raiganj and English Bazar Municipality for procurement of Uniform for grass root level health functionaries and HHW Kit bag with contents are as under :

Sl. No.	ULBs	Fund requirement (in Rs.) for		
		Uniform	Kit bag	Total
1.	Jalpaiguri	22,464.00	13,158.00	35,622.00
2.	Raiganj	36,608.00	21,420.00	58,028.00
3.	English Bazar	37,024.00	21,726.00	58,750.00
	TOTAL	96,096.00	56,304.00	1,52,400.00

*D/D No. 25/12
100260 dt 13.4.05
100261 dt 1-4-05
100262 dt 1*

Demand Draft on the total fund requirement of each ULB may be prepared by CMU in favour of "IPP-VIII-(Extn.) O & M, Municipality".

After completion of preparation of DD, the Chairman of the Municipality concerned will be requested to send the authorised representative for collection of DD and approved samples for undertaking procurement at their level. SOE and U.C. will be submitted by the ULBs within 60 days from the date of issuance of this office communication in this regard.

Submitted for kind approval.

P.D. CMU

*Maha
8/4*

*Shyam
06.04.05*

*DD handed over to
Dr. R.B. Chatterjee, MU, Raiganj
on 20.5.05*

FA

IPP-VIII (Extn.)
Raiganj Municipality
P.O. – Raiganj, Dist.- Uttar Dinajpur

Chairman : Fax : 03523-242542 Phone : 242542 (O)
Vice - Chairman : Fax : 03523-242562 Phone : 242562 (O)
Enquiry : Phone 242563

Memo No. 172/IPP-VIII (Extn.)RM

Date : 25.01.05

From : Chairman,
Raiganj Municipality

To : Dr. Shibani Goswami
Project Officer
Health. SUDA



28 MAR 2005
29 MAR 2005

Ref. – Memo No. – SUDA-15/98(Pl-VI).551


Madam,

Herewith submitting the information in reference to above memo.

Provision of uniform to HHWs, FTSs & ANMs and HHW kit bag may kindly be arranged and budget may be placed accordingly whatever may be the case.

Training programme of all categories may also be arranged. As per proforma given below functioning.

Category of Health functionaries	Actual no. functioning at present
At Block Level – HHW	70 (Seventy)
At SHIP Level – FTS	14 (Fourteen)
At HP Level – ANM	4 (Four)
- PTMO	4 (Four)
At ULB Level – HO/AHO	1 (One)
- UHIO	1 (One)


Chairman
Raiganj Municipality

Fax No.- 033- 2359 3184

Office Of The Municipal Councillors

Jalpaiguri Municipality

Office Phone-230050

No. 3374 /M

Dated... 25/3/2005

To,
The Project Officer,
Health, SUDA.



30 MAR 2005

Sub: Provision of Uniform, HHW Kit bag,
re-training of Health care providers
and IEC activities under IPP-VI(1)(Extn).

Ref: His memo no. DA-15/98(pt-v1)/551
dt-19/01/05.

Sir,

With above reference I am to state that this Municipality is very well willing to receive the provision of uniform to HHWs, PTS, ANM and Kit bag to HHWs.

Regarding re-training of health care functionaries the following statement may kindly be noted.

Health functionary	Actual no. functioning at present
1. HHWs	43 nos.
2. PTS	11 "] 5-4
3. ANM	Nil
4. Pt.M.O.	2 "
5. H.O.	1 "
6. UHIC	1 "

Yours Faithfully

OFFICE OF THE MUNICIPAL COUNCILLORS
ENGLISHBAZAR, MALDA.

Memo No. 15/98(P-VI)/551 - 05-06

Date: 01/04/05

From: Chairman,
Englishbazar Municipality, Malda.



To: Dr. Shilpani Goswami,
Project Officer, Health SUDA,
Health wing II, GUS Bhawan,
P.C. Block, Sector-II, Bidhannagar,
Kolkata - 700091,
(West Bengal)

Subject: Provision of uniform, HHW Kit bag, re-training of health care providers and I.E.C activities under IPP-VIII(Extn)

Ref: Your No. SUDA-15/98(P-VI)/551 dt. 2.1.05

Madam,

In response to your letter referred above, this is to inform you that the undermentioned is willingly forwarded herewith the information on actual no. of different category of health functionaries existing under IPP-VIII(Extn) in the prescribed table for provision of uniform, HHW kit bag, re-training of health providers and I.E.C activities under IPP-VIII(Extn) from your area.

Category of Health Functionaries	Actual no. functioning at present
At Block Level - HHW	71
At SHP Level - FTS	14
At HP Level - ANM	4
- PTMO	5
At ULB Level - HO/AHO	1
- UHO	1
NURSING STAFF	8
B.M.O	3
M.S	1

Yours faithfully,
[Signature]
Chairman

Englishbazar Municipality, Malda.
Date: _____

Memo No. _____
Copy forwarded for information and necessary action to:

1. Councillor in-charge IPP-VIII(Extn), E.B.M
2. Dealing Asst., IPP-VIII(Extn), E.B.M.

Chairman
Englishbazar Municipality, Malda.

Alipurduar B/D No. 053549 of 17.3.05
Rs 31902/-



Sub : Provision of Kit bag to First Tier Supervisors under Health component of KUSP.

Kit bags had already been provided to HHWs of 40 KMA and 22 Non-KMA ULBs under Health component of KUSP. This office communication under memo no. CMU-94/2003(Pt. II).755(16) dt. 04/08.03.2005 is enclosed.*

* e/p - ①

The FTSs who also pay visit to the beneficiary families for field verification, conduct discussion sessions etc. expressed need for having Kit bag for them to facilitate their various activities in the field. The Chairperson of the ULBs approach the undersigned for consideration of provision of Kit bag to the FTSs also.

The approved cost for each Kit bag was Rs. 306/- (Rupees Three hundred six) only.

No. of FTSs and the estimated cost are detailed below :

ULBs	No. of FTSs	Estimated Cost
40 KMA ULBs	911	2,78,766/-
22 Non-KMA ULBs	399	1,22,094/-
Total	1310	4,00,860/-

With the view to strengthening the existing community based primary health care services we may provide the Kit bag to the FTSs as referred to above.

Submitted for favour of kind consideration.

if approved the ULBs may be intimated accordingly for taking up procurement at their end.

PD, CMU.

Approved as proposed
ay
30/9

PD 525mm
30.9.05.

PM
HE

ay
30/9/05