

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA:Health/DFID/06/15**Date**20.04.2006****From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA****To : Shri H.K. Dwivedi, IAS
Project Director, HSDI &
e.o. Special Secretary
Health & Family Welfare Dept.
Govt. of West Bengal.****Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of March, 2006.**

Sir,

The Statement of Expenditure for the month of March, 2006 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	23,765.00
2.	Training of Trainers	
3.	Training of HHWs	
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	74,388.00
7.	Equipment	3,255.00
8.	I.E.C. and Training Materials	
9.	Drugs	10,16,404.00

Contd. to P-2.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Recurring	
10.	Salaries for Municipal Management Cell (MMC)	6,87,761.00
11.	Salaries for Management Cell at SUDA	
12.	Honorarium for grass root level functionaries	7,46,814.00
13.	a) Rent	14,371.00
	b) Refurbication	1,13,163.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TA/DA etc.)	1,86,286.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
	TOTAL	28,66,207.00

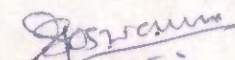
B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from HSDI, DHFW	SOE sent upto February, 2006	SOE for the month of March, 2006	Total SOE	Balance
166,29,000.00	17,25,634.00	28,66,207.00	45,91,841.00	120,37,159.00

This is for favour of your kind information.

Yours faithfully,

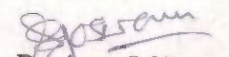

Project Officer

20.04.2006

SUDA-Health/DFID/06/15/1(1)

CC

Shri Ajoy Bhattacharjee, Jt. Secretary, HSDI, Health & Family Welfare Dept.


Project Officer

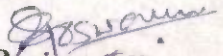
Contd. to P-3.

SUDA-Health/DFID/06/15/2(2)

20.04.2006

CC

1. Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept.
2. Sri N.K. Roy, Deputy Director, SPSRC, DHFW, Swastha Bhavan, Salt Lake.



Project Officer

20.04.2006

SUDA-Health/DFID/06/15/3(1)

CC

Director, SUDA - for favour of kind information please.


Project Officer

SUDA

STATE URBAN DEVELOPMENT AGENCY

**HEALTH WING
"ILGUS BHAVAN"**

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

Ref No. **SUDA-Health/DFID/06/16**

Date **20.04.2006**

**From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA**

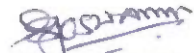
**To : Shri H.K. Dwivedi, IAS
Project Director, HSDI &
e.o. Special Secretary
Health & Family Welfare Dept.
Govt. of West Bengal.**

**Sub : U.C. and Statement of Expenditure for the 4th Qtr. of FY 2005-2006 in
connection with DFID assisted Honorary Health Worker Scheme.**

Sir,

The above mentioned U.C. and SOE are enclosed for your kind perusal and further necessary action please.

Yours faithfully,



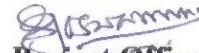
Project Officer

20.04.2006

SUDA-Health/DFID/06/16/(1)

CC

Shri Ajoy Bhattacharjee, Jt. Secretary, HSDI, Health & Family Welfare Dept.



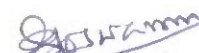
Project Officer

20.04.2006

SUDA-Health/DFID/06/16/(2)

CC

Director, SUDA - for favour of kind information please.



Project Officer

**STATE URBAN DEVELOPMENT AGENCY
FORM OF UTILISATION CERTIFICATE
OF THE 4TH QUARTER OF FY 2005 - 2006
FOR THE UNSPENT FUND OF FY 2004 - 2005
CARRIED FORWARD IN THE FY 2005 - 2006 &
FUND RELEASED DURING FY 2005 - 2006
FOR IMPLEMENTATION OF
DFID ASSISTED HONORARY HEALTH WORKER SCHEME
IN 11 MUNICIPALITIES**

Sl. No.	Date	Cheque No.	Amount (In. Rs.)
1.		Nil	

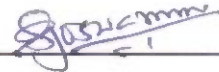
The unspent balance amount of Rs. 6,49,878/- at the end of 3rd quarter of FY 2005 - 2006 has been carried forward to the account of 4th quarter of FY 2005 - 2006. The total available fund for 4th quarter of FY 2005 - 2006 is Rs. 6,49,878/- to meet the expenditure for the ongoing programme, a sum of Rs. 6,49,878/- has been utilised for the purpose it was sanctioned

2. Certified that I have satisfied myself that the conditions on which the grant-in-aid was sanctioned has been duly fulfilled / are being fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised.

1. Books of Accounts.
2. Original Bill, Receipts & Vouchers.
3. Bank Statement.
4. Physical Progress.

Signature with date



Designation

Official Seal

D. S. GOSWAMI
Project Officer.
Health Wing
S. U. D. A.

Statement of Expenditure
in connection with DFID assisted Honorary Health Worker Scheme
Out of SPSRC fund for the Month of January, 2006

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	20,245.00
2.	Training of Trainers	
3.	Training of HHWs	
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	
7.	Equipment	35,422.00
8.	I.E.C. and Training Materials	
9.	Drugs	
	Recurring	
10.	Salaries for Municipal Management Cell (MMC)	2,19,451.00
11.	Salaries for Management Cell at SUDA	23,130.00
12.	Honorarium for grass root level functionaries	2,25,010.00
13.	a) Rent	450.00
	b) Rehabilitation	25,959.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TA/DA etc.)	1,00,211.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
	TOTAL	6,49,878.00

[Handwritten Signature]

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA-Health/DFID/06/15**Date**20.04.2006****From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA****To : Shri H.K. Dwivedi, IAS
Project Director, HSDI &
e.o. Special Secretary
Health & Family Welfare Dept.
Govt. of West Bengal.****Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of March, 2006.****Sir,**

The Statement of Expenditure for the month of March, 2006 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	23,765.00
2.	Training of Trainers	
3.	Training of HHWs	
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	74,388.00
7.	Equipment	3,255.00
8.	I.E.C. and Training Materials	
9.	Drugs	10,16,404.00

Contd. to P-2.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Recurring	
10.	Salaries for Municipal Management Cell (MMC)	6,87,761.00
11.	Salaries for Management Cell at SUDA	
12.	Honorarium for grass root level functionaries	7,46,814.00
13.	a) Rent	14,371.00
	b) Refurbication	1,13,163.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TA/DA etc.)	1,86,286.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
	TOTAL	28,66,207.00

B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from HSDI, DHFW	SOE sent upto February, 2006	SOE for the month of March, 2006	Total SOE	Balance
166,29,000.00	17,25,634.00	28,66,207.00	45,91,841.00	120,37,159.00

This is for favour of your kind information.

Yours faithfully,


Project Officer

20.04.2006

SUDA-Health/DFID/06/15/1(1)

CC

Shri Ajoy Bhattacharjee, Jt. Secretary, HSDI, Health & Family Welfare Dept.


Project Officer

Contd. to P-3.

SUDA-Health/DFID/06/15/2(2)

20.04.2006

CC

1. Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept.
2. Sri N.K. Roy, Deputy Director, SPSRC, DHFW, Swastha Bhavan, Salt Lake.


Project Officer

SUDA-Health/DFID/06/15/3(1)

20.04.2006

CC

Director, SUDA - for favour of kind information please.


Project Officer

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

Ref No. SUDA-Health/DFID/04/725

Date 01.03.2006

**From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA****To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan
Salt Lake.****Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of February, 2006.**

Sir,

The Statement of Expenditure for the month of February, 2006 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	10,249.00
2.	Training of Trainers	
3.	Training of HHWs	
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	7,041.00
7.	Equipment	22,560.00
8.	I.E.C. and Training Materials	
9.	Drugs	63,479.00

Contd. to P-2.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
Recurring		
10.	Salaries for Municipal Management Cell (MMC)	3,15,450.00
11.	Salaries for Management Cell at SUDA	22,752.00
12.	Honorarium for grass root level functionaries	4,11,884.00
13.	a) Rent	3,950.00
	b) Refurbication	22,407.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TADA etc.)	1,28,086.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
TOTAL		10,07,858.00


B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from DHFW	SOE sent upto January, 2006	SOE for the month of February, 2006	Total SOE	Balance
173,82,000.00	180,99,776.00	10,07,858.00	191,07,634.00	- 17,25,634.00

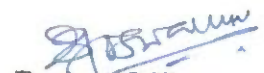
This is for favour of your kind information.

Yours faithfully,


Project Officer
01.03.2006

SUDA-Health/DFID/04/725(1)
CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDL, Health & Family Welfare Dept.


Project Officer
01.03.2006

SUDA-Health/DFID/04/725(2)
CC

Director, SUDA - for favour of kind information please.


Project Officer

Statement of Expenditure
in connection with DFID assisted Honorary Health Worker Scheme
Out of HSDI fund for the Month of January, 2006

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	
2.	Training of Trainers	
3.	Training of HHWs	
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	
7.	Equipment	
8.	I.E.C. and Training Materials	6,74,739.00
9.	Drugs	
	Recurring	
10.	Salaries for Municipal Management Cell (MMC)	
11.	Salaries for Management Cell at SUDA	
12.	Honorarium for grass root level functionaries	
13.	a) Rent	
	b) Rehabilitation	
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TA/DA etc.)	43,037.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
	TOTAL	7,17,776.00

March, 2006	1	2	3	4	5	6	7	8	9	10	11	12	13(a)	13(b)	14	15	16	17	Total
SUDA	677.00																		35465.00
Cumulative SUDA	128266.00	46993.00	642.00	0.00	4964.00	0.00	930637.00	1247391.00	0.00	0.00	643170.00	0.00	0.00	0.00	1036791.00	0.00	9101.00	0.00	4060346.00
ULBs																			
Krishnagar	80.00					4362.00	3255.00												
Medinipur	5250.00									19350.00		35740.00	1425.00						660726.00
Cooch Behar	1368.00									103254.00		149402.00							266301.00
Bankura						57584.00				38700.00		36760.00							156647.00
Bajpur						8592.00				18420.00		34520.00							118181.00
Kahna	472.00									27350.00		15985.00							84792.00
Bishnupur										27350.00		19410.00							48940.00
Jangipur										158975.00		99600.00							233684.00
Berhampur										262193.00		23480.00							323036.00
Purulia						3850.00				20600.00		41710.00							116376.00
Suri										3054.00		29620.00							110712.00
Month Total ULB	7170.00	0.00	0.00	0.00	0.00	74398.00	3265.00	0.00	839836.00	12000.00	0.00	47757.00	18510.00	45868.00	2921.00				33431.00
Cumulative ULB	275010.00	30687.00	1176364.00	0.00	7196.00	1962147.00	994662.00	31282.00	3216640.00	4082096.00	0.00	367677.00	19250.00	634022.00	1028608.00	0.00	2998.00	0.00	2044724.00
Month Total	7847.00	0.00	0.00	0.00	0.00	74398.00	3265.00	0.00	839836.00	476808.00	0.00	47737.00	2426.00	57396.00	141408.00	0.00	0.00	0.00	17137478.00
Cum. Month Total	403276.00	90060.00	1176998.00	0.00	12160.00	1962147.00	1926199.00	1279653.00	3216640.00	4092096.00	643170.00	3677677.00	19260.00	634022.00	2086399.00	0.00	12099.00	0.00	2080189.00
SOE - March, 2006 sent to DFW on 01.04.2006	7847.00	0.00	0.00	0.00	0.00	74398.00	3265.00	0.00	839836.00	476808.00	0.00	47737.00	2426.00	57396.00	141408.00	0.00	0.00	0.00	2080189.00

Sum. of March, 06
38,341

6
81,429

7
61,237

8
57,473

9
9,033

10
10,108

11
45,852

12
11,146

13(a)
6,625

13(b)
10,575

14
4,12,314

44,55,701

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING
"ILGUS BHAVAN"

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

Ref No. **SUDA-Health/DFID/04/714**

Date **02.02.2006**

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA

To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI

Sub. : Status Report as on 01.02.2006

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.02.2006 is enclosed for favour of your kind perusal.

Enclo. : As stated.

SUDA-Health/DFID/04/714(1)

CC

Dr. A. K. Ghosh, Chief Technical officer, SPSRC, DHFW

SUDA-Health/DFID/04/714(2)

CC

Director, SUDA - for favour of kind information please.

Yours faithfully,


Project Officer

02.02.2006


Project Officer

02.02.2006


Project Officer

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.02.2006

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.03.2006
f) Project Towns	Coochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs 5.90 Crores

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Bengali translation had been completed by CCC and approval received from SPSRC. Printing of booklet completed & circulated to all stakeholders.	
5.	Sensitisation to ULBs on project proposal writing and guidelines	11 ULBs already been sensitised and guidelines explained.	
6.	Project Director designated for 11 ULBs.	All completed.	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Urban Health of MA Dept. headed by Minister-in-Charge.	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary & Director, SPSRC as a member of the Apex Advisory Committee	Already co-opted.	
8.	<i>Preparation of micro-projects by ULBs</i>		
8.1	Format prepared by DHFW & Central Co-ordinating Cell (CCC) of SUDA for writing project proposal by the ULBs.	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs submitted final project proposal.	-
8.3	Approval of Project Proposal by CCC & DHFW	Project proposals received from 11 ULBs have been recommended by CCC and submitted to DHFW.	-
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2.58 lac beneficiaries identified.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	ACMOH and Supdt. of the Hospital made member of Municipal Level Health & FW Committee and Municipal Management Cell (MMC).	
11	Sensitisation of Officers concerned	Continuing.	
12.	<i>Programme Management System established</i>		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
13	<i>Health Facilities for Primary Health Care service delivery established</i>		
(a)	Selection of HHWs	Completed in 11 ULBs. 260 HHWs selected.	
(b)	Selection of FTSS	Completed in 2 ULBs in June, 2005 Completed in 4 ULBs in July, 2005 Completed in 4 ULBs in August, 2005 Completed in 1 ULB in Nov., 05	Kalna & Krishnagar. Berhampur, Jangipur, Bankura & Purulia. Cooch Behar, Medinipur, Suri & Bolpur Bishnupur
(c)	Selection of Manpower for Health Post	Process of recruitment has started.	7 ULBs completed recruitment. In others partly completed.
(d)	Functioning of HHWs at Block Level	Started in Oct., 04 in Suri, Berhampur & Kalna. Started in Nov., 04 in Cooch Behar, Jangipur, Medinipur & Krishnagar. Started in Dec., 04 in Bankura, Bolpur & Purulia. Started in Bishnupur since April, 2005.	
(e)	Identification of Sub-Health Post (SHP)	Identified by 11 ULBs.	
(f)	Functioning of SHP	Started functioning in 52 SHPs	
(g)	Identification of Health Post (HP)	Identified by 11 ULBs.	
(h)	Functioning of HP	Started functioning in 11 HPs	
14	Surveillance system of State Health Programme established	Process started.	

Sl. No.	Activities	Achievement	Remarks
15	Management Information Evaluation System (MIES) established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
16	<i>Referral system established</i>		
(a)	Identification of referral centre	Identified by 11 ULBs.	
(b)	Contracts / Agreement made		Since all the referral centres are Govt. facilities, no contract is required
(c)	Referral system functioning	Preliminary actions have been initiated.	Momentum will be gained after full functioning of HPs and SHPs.
17	<i>Communication (I.E.C.) system established</i>		
(a)	Interpersonal Communication established	Started in 11 ULBs.	
(b)	Involvement of NGO	NGOs identified by the ULBs.	As ULBs could not yet involve NGO, a proposal had been submitted to DHFW for selection and engagement of suitable NGOs from their end.
(c)	Standard I.E.C. materials developed and implemented / distributed.	Standard literature and methodology of DOHFW shall be used.	List of I.E.C. materials for procurement had been submitted to DHFW. If approved, process may be initiated for procurement.
18.	<i>Documentation</i>		
18.1	Engagement of Agency by DHFW for documentation	Engaged by DHFW	
18.2	Documents prepared and submitted		
19	<i>Base line survey by External Agency conducted</i>	Engaged by DHFW	
19.1	Submission of Report of Base Line Survey		
20	<i>Financial Management System established</i>		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separate Bank A/C by CCC.	

Sl. No.	Activities	Achievement	Remarks
20 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Total fund received so far is Rs. 173.82 lakhs. (* Rs. 70.00 lakhs had been taken as per loan from MAD which is to be replenished by DHFW. The total available fund is Rs. 243.82 lakhs)	CCC incurred expenditure of Rs. 39,52,185/- and released advance to MMC for Rs. 195,73,650/- as on 01.02.2006. SOE submitted to DHFW for Rs 180,99,776/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	11 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur, Coochbehar, Midnapore, Bolpur, Bankura & Bishnupur) received fund from CCC.	Rs 195,73,650/- received by 11 MMC and U.C. sent to CCC for Rs 141,47,591/-
21	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	47
2.	Review with DFID	1	1
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	Capacity building of HO / AHO, CDO, PHN & Accounts Asstt. completed for 11 ULBs.
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	2
6.	Training of HHWs initiated / completed	11	11
7.	Training of FTS	11	11
8.	Training of Manpower for HP	11	6

Contd. to P-6

● D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	11	
CDO	11	11	
PHN	11	9	Except Suri , Jangipur Mpl.
Data Entry Operator	11	10	Except Purulia Mpl.
Accounts Assistant	11	11	
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP

Manpower	Target No.	Achievement	Remarks
Part time MO	27	19	Others in progress.
ANM	27	11-1 (Medicine)	
Clerk cum Store Keeper	11	7	
Attendant	11	11	
Sweeper	11	11	

Contd. to P-7

(iv) At SHP

Manpower	Target No.	Achievement	Remarks
FTS	55	55	

(v) At Block

Manpower	Target No.	Achievement	Remarks
HHW	260	260	

E. Procurement :

Procurement of	Target No. (ULB)	Achievement	Remarks
Furniture for management cell at ULB	11	10	To be completed by Bishnupur Mpl.
Equipment for management cell at ULB	11	10	Do
Equipment for training	11	9	
Furniture for training	11	9	
Family schedule, HMIS format, instruction manual and training module	11	11	
HHWs kit	11	11	
Drugs for treatment of minor ailments	11	11	
Equipment for SHP	11	11	Procurement completed except for a few items.
Furniture for HP	11	7	Procurement process is in progress by the rest ULBs.
Furniture for SHP	11	7	Do

F. Refurbication of Health Post & Sub Health Post :

Refurbication	Target No.	Achievement	Remarks
Health Post	7	7	Rest are in progress
Sub Health Post	36	30	

STATE URBAN DEVELOPMENT AGENCY

**HEALTH WING
"ILGUS BHAVAN"**

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

Ref No. SUDA-Health/DFID/04/715

Date 02.02.2006

**From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA**

**To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan
Salt Lake.**

O/C

*7,17,776
- 6,74,739
= 43,037*

**Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of January, 2006.**

Sir,

The Statement of Expenditure for the month of January, 2006 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	20,245.00
2.	Training of Trainers	
3.	Training of HHWs	
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	
7.	Equipment	35,422.00
8.	I.E.C. and Training Materials	6,74,739.00
9.	Drugs	

Contd. to P-2.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
Recurring		
10.	Salaries for Municipal Management Cell (MMC)	2,19,451.00
11.	Salaries for Management Cell at SUDA	23,130.00
12.	Honorarium for grass root level functionaries	2,25,010.00
13.	a) Rent	450.00
	b) Refurbication	25,959.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TADA etc.)	1,43,248.00 1,00,211.00
15.	Consultants of DHFW (Not applicable for ULB)	43,037-14502
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
TOTAL		13,67,654.00

B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from DHFW	SOE sent upto December, 2005	SOE for the month of January, 2006	Total SOE	Balance
173,82,000.00	167,32,122.00	13,67,654.00	180,99,776.00	- 7,17,776.00

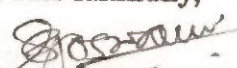
This is for favour of your kind information.

Yours faithfully,

SUDA-Health/DFID/04/715(1)

CC

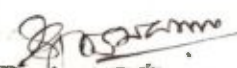
Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept.


 Project Officer
 02.02.2006

SUDA-Health/DFID/04/715(2)

CC

Director, SUDA - for favour of kind information please.


 Project Officer
 02.02.2006


 Project Officer

January, 2006	1	2	3	4	5	6	7	8	9	10	11	12	13(a)	13(b)	14	16	18	17	Total
SUDA	11118.00										23130.00				96797.00				808794.00
Cumulative SUDA	128426.00	49383.00	642.00	0.00	4964.00	0.00	390637.00	1947391.00	0.00	0.00	620418.00	0.00	0.00	0.00	963223.00	0.00	9101.00	0.00	3982186.00
ULBs																			
Krishnagar	5004.00									19350.00		38740.00	450.00		17470.00				81014.00
Medinipur																			0.00
Cooch Behar																			0.00
Bankura																			0.00
Bopur	1133.00						35325.00			53767.00		31220.00			15915.00				137380.00
Kaha																			0.00
Bishnupur							97.00			66600.00		43700.00	25959.00		7931.00				144287.00
Jangpur	2990.00									25414.00		23490.00			591.00				62475.00
Banhamur										54320.00		87870.00			4544.00				146734.00
Purulia																			0.00
Suri																			0.00
Month Total ULB	9127.00	0.00	0.00	0.00	0.00	0.00	36422.00	0.00	0.00	219461.00	0.00	226010.00	480.00	26969.00	46461.00	0.00	0.00	0.00	661870.00
Cumulative ULB	268754.00	30667.00	1176354.00	0.00	7196.00	1870718.00	998747.00	31262.00	2316326.00	3800736.00	0.00	2766066.00	12875.00	664230.00	832682.00	0.00	2868.00	0.00	14147691.00
Month Total	20246.00	0.00	0.00	0.00	0.00	0.00	36422.00	674739.00	0.00	219461.00	29130.00	226010.00	450.00	26969.00	143249.00	0.00	0.00	0.00	1367664.00
Cum. Month Total	396190.00	90060.00	1176996.00	0.00	12160.00	1970718.00	1035294.00	1279653.00	2316326.00	3800736.00	620418.00	2799066.00	12875.00	664230.00	1796906.00	0.00	12099.00	0.00	19089776.00
SOE - January, 2006 sent to DHPW on 01.02.2006	20246.00	0.00	0.00	0.00	0.00	0.00	36422.00	674739.00	0.00	219461.00	29130.00	226010.00	450.00	26969.00	143249.00	0.00	0.00	0.00	1367664.00

January, 2006	1	2	3	4	5	6	7	8	9	10	11	12	13(e)	13(f)	14	15	16	17	Total
SUDA	11118.00							674739.00			23130.00				96797.00				605794.00
Cumulative SUDA	126428.00	48393.00	642.00	0.00	4964.00	0.00	930637.00	1247391.00	0.00	0.00	820418.00	0.00	0.00	0.00	963223.00	0.00	9101.00	0.00	3862166.00
ULBs																			
Krishnagar	5004.00								19350.00			38740.00	450.00		17470.00				91014.00
Medinipur																			0.00
Cooch Behar																			0.00
Bankura																			0.00
Bolpur	1133.00						35325.00		53767.00			31220.00			15915.00				137360.00
Kalna																			0.00
Bishnupur						97.00			66600.00			43700.00		25959.00	7981.00				142287.00
Jengipar	2980.00								25414.00			23480.00			591.00				52476.00
Barhampur									54320.00			87870.00			4544.00				146734.00
Purnia																			0.00
Suri																			0.00
Month Total ULB	9127.00	0.00	0.00	0.00	0.00	97.00	36325.00	0.00	0.00	219461.00	0.00	226010.00	450.00	26959.00	46451.00	0.00	0.00	0.00	561870.00
Cumulative ULB	268754.00	30667.00	1175354.00	0.00	7196.00	1870815.00	968660.00	31262.00	2313326.00	3300736.00	0.00	2768066.00	12676.00	554230.00	832982.00	0.00	2998.00	0.00	14147691.90
Month Total	20245.00	0.00	0.00	0.00	0.00	97.00	35325.00	674739.00	0.00	219461.00	23130.00	226010.00	450.00	26959.00	143248.00	0.00	0.00	0.00	1367864.00
Cum. Month Total	365180.00	90060.00	1175996.00	0.00	12160.00	1870815.00	1898287.00	1278983.00	2313326.00	3300736.00	820418.00	2768066.00	12676.00	554230.00	1796606.00	0.00	12088.00	0.00	18089776.80
SOE - January, 2006 sent to DHFW on 01.02.2006	20245.00	0.00	0.00	0.00	0.00	97.00	36325.00	674739.00	0.00	219461.00	23130.00	226010.00	450.00	26959.00	143248.00	0.00	0.00	0.00	1367864.00

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

West Bengal

Ref No.SUDA-Health/DFID/04/693

Date04.01.2006

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA

To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI

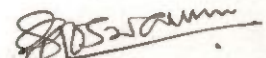
Sub. : Status Report as on 01.01.2006

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.01.2006 is enclosed for favour of your kind perusal.

Encl. : As stated.

Yours faithfully,


Project Officer

04.01.2006

SUDA-Health/DFID/04/693(1)

CC

Dr. A. K. Ghosh, Chief Technical officer, SPSRC, DHFW

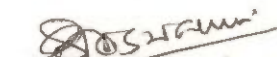

Project Officer

04.01.2006

SUDA-Health/DFID/04/693(2)

CC

Director, SUDA - for favour of kind information please.


Project Officer

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
 As on 01.01.2006

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.03.2006
f) Project Towns	Coochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs 5.90 Crores

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Bengali translation had been completed by CCC and approval received from SPSRC. Printing of booklet completed & circulated to all stakeholders.	
5.	Sensitisation to ULBs on project proposal writing and guidelines	11 ULBs already been sensitised and guidelines explained.	
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Urban Health of MA Dept. headed by Minister-in-Charge.	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary & Director, SPSRC as a member of the Apex Advisory Committee	Already co-opted.	
8.	<i>Preparation of micro-projects by ULBs</i>		
8.1	Format prepared by DHFW & Central Co-ordinating Cell (CCC) of SUDA for writing project proposal by the ULBs.	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs submitted final project proposal.	-
8.3	Approval of Project Proposal by CCC & DHFW	Project proposals received from 11 ULBs have been recommended by CCC and submitted to DHFW.	-
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2.58 lac beneficiaries identified.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	ACMOH and Supdt. of the Hospital made member of Municipal Level Health & FW Committee and Municipal Management Cell (MMC).	
11	Sensitisation of Officers concerned	Continuing.	
12.	<i>Programme Management System established</i>		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
13	<i>Health Facilities for Primary Health Care service delivery established</i>		
(a)	Selection of HHWs	Completed in 11 ULBs. 260 HHWs selected.	
(b)	Selection of FTSS	Completed in 2 ULBs in June, 2005 Completed in 4 ULBs in July, 2005 Completed in 4 ULBs in August, 2005 Completed in 1 ULB in Nov., 05	Kalna & Krishnagar. Berhampur, Jangipur, Bankura & Purulia. Cooch Behar, Medinipur, Suri & Bolpur Bishnupur
(c)	Selection of Manpower for Health Post	Process of recruitment has started.	7 ULBs completed recruitment. In others partly completed.
(d)	Functioning of HHWs at Block Level	Started in Oct., 04 in Suri, Berhampur & Kalna. Started in Nov., 04 in Cooch Behar, Jangipur, Medinipur & Krishnagar. Started in Dec., 04 in Bankura, Bolpur & Purulia. Started in Bishnupur since April, 2005.	
(e)	Identification of Sub-Health Post (SHP)	Identified by 11 ULBs.	
(f)	Functioning of SHP	Started functioning in 52 SHPs	
(g)	Identification of Health Post (HP)	Identified by 11 ULBs.	
(h)	Functioning of HP	Started functioning in 11 HPs	
14	Surveillance system of State Health Programme established	Process started.	

Sl. No.	Activities	Achievement	Remarks
15	Management Information Evaluation System (MIES) established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
16	<i>Referral system established</i>		
(a)	Identification of referral centre	Identified by 11 ULBs.	
(b)	Contracts / Agreement made		Since all the referral centres are Govt. facilities, no contract is required
(c)	Referral system functioning	Preliminary actions have been initiated.	Momentum will be gained after full functioning of HPs and SHPs.
17	<i>Communication (I.E.C.) system established</i>		
(a)	Interpersonal Communication established	Started in 11 ULBs.	
(b)	Involvement of NGO	NGOs identified by the ULBs.	As ULBs could not yet involve NGO, a proposal had been submitted to DHFW for selection and engagement of suitable NGOs from their end.
(c)	Standard I.E.C. materials developed and implemented / distributed.	Standard literature and methodology of DOHFW shall be used.	List of I.E.C. materials for procurement had been submitted to DHFW. If approved, process may be initiated for procurement.
18.	<i>Documentation</i>		
18.1	Engagement of Agency by DHFW for documentation	Engaged by DHFW	
18.2	Documents prepared and submitted		
19	<i>Base line survey by External Agency conducted</i>	Engaged by DHFW	
19.1	Submission of Report of Base Line Survey		
20	<i>Financial Management System established</i>		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separate Bank A/C by CCC.	

Contd. to P-5

Sl. No.	Activities	Achievement	Remarks
20 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Total fund received so far is Rs. 173.82 lakhs.	CCC incurred expenditure of Rs. 31,46,401/- and released advance to MMC for Rs. 142,63,650/- as on 01.01.2006. SOE submitted to DHFW for Rs 167,32,122/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	11 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur, Coochbehar, Midnapore, Bolpur, Bankura & Bishnupur) received fund from CCC.	Rs 142,63,650/- received by 11 MMC and U.C. sent to CCC for Rs 135,85,721/-
21	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	47
2.	Review with DFID	1	1
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	Capacity building of HO / AHO, CDO, PHN & Accounts Asstt. completed for 11 ULBs.
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	2
6.	Training of HHWs initiated / completed	11	11
7.	Training of FTS	11	11
8.	Training of Manpower for HP	11	6

Contd. to P-6

●D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	11	
CDO	11	11	
PHN	11	9	Except Suri , Jangipur Mpl.
Data Entry Operator	11	10	Except Purulia Mpl.
Accounts Assistant	11	11	
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP

Manpower	Target No.	Achievement	Remarks
Part time MO	27	19	Others in progress.
ANM	27	12	
Clerk cum Store Keeper	11	7	
Attendant	11	11	
Sweeper	11	11	

Contd. to P-7

(iv) At SHP

Manpower	Target No.	Achievement	Remarks
FTS	55	55	

(v) At Block

Manpower	Target No.	Achievement	Remarks
HHW	260	260	

E. Procurement :

Procurement of	Target No. (ULB)	Achievement	Remarks
Furniture for management cell at ULB	11	10	To be completed by Bishnupur Mpl.
Equipment for management cell at ULB	11	10	Do
Equipment for training	11	9	
Furniture for training	11	9	
Family schedule, HMIS format, instruction manual and training module	11	11	
HHWs kit	11	11	
Drugs for treatment of minor ailments	11	11	
Equipment for SHP	11	11	Procurement completed except for a few items.
Furniture for HP	11	7	Procurement process is in progress by the rest ULBs.
Furniture for SHP	11	7	Do

F. Refurbication of Health Post & Sub Health Post :

Refurbication	Target No.	Achievement	Remarks
Health Post	7	7	Rest are in progress
Sub Health Post	36	30	

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

West Bengal

SUDA-Health/DFID/04/694

Ref No.

Date04.01.2006

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA

To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan
Salt Lake.

Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of December, 2005.

Sir,

The Statement of Expenditure for the month of December, 2005 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
Non-Recurring		
1.	Sensitization / Orientation sessions	3,195.00
2.	Training of Trainers	
3.	Training of HHWs	
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
Procurement		
6.	Furniture	
7.	Equipment	
8.	I.E.C. and Training Materials	
9.	Drugs	17,150.00

Contd. to P-2.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Recurring	
10.	Salaries for Municipal Management Cell (MMC)	1,35,170.00
11.	Salaries for Management Cell at SUDA	23,697.00
12.	Honorarium for grass root level functionaries	1,74,200.00
13.	a) Rent	1,550.00
	b) Refurbication	
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, T/DA etc.)	29,100.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
	TOTAL	3,84,062.00

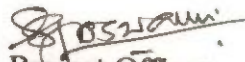
B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from DHFW	SOE sent upto November, 2005	SOE for the month of December, 2005	Total SOE	Balance
173,82,000.00	163,48,060.00	3,84,062.00	167,32,122.00	6,49,878.00

This is for favour of your kind information.

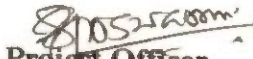
Yours faithfully,


Project Officer
04.01.2006

SUDA-Health/DFID/04/694(1)

CC

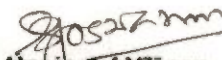
Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDL, Health & Family Welfare Dept.


Project Officer
04.01.2006

SUDA-Health/DFID/04/694(2)

CC

Director, SUDA - for favour of kind information please.


Project Officer

SUDA

STATE URBAN DEVELOPMENT AGENCY

**HEALTH WING
"ILGUS BHAVAN"**

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

SUDA-Health/DFID/04/695

Ref No.

Date 04.01.2006

**From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA**

**To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan,
Salt Lake.**

**Sub : U.C. and Statement of Expenditure for the 3rd Qtr. of FY 2005-2006 in
connection with DFID assisted Honorary Health Worker Scheme.**

Sir,

The above mentioned U.C. and SOE are enclosed for your kind perusal and further necessary action please.

Yours faithfully,


Project Officer

04.01.2006

SUDA-Health/DFID/04/695(1)

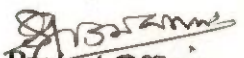
CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept.

SUDA-Health/DFID/04/695(2)

CC

Director, SUDA - for favour of kind information please.


Project Officer
04.01.2006


Project Officer

Statement of Expenditure
in connection with DFID assisted Honorary Health Worker Scheme
for the period October to December, 2005.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
Non-Recurring		
1.	Sensitization / Orientation sessions	82,988.00
2.	Training of Trainers	
3.	Training of HHWs	7,300.00
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
Procurement		
6.	Furniture	1,49,870.00
7.	Equipment	28,697.00
8.	I.E.C. and Training Materials	
9.	Drugs	29,054.00
Recurring		
10.	Salaries for Municipal Management Cell (MMC)	5,66,535.00
11.	Salaries for Management Cell at SUDA	69,579.00
12.	Honorarium for grass root level functionaries	7,05,945.00
13.	a) Rent	6,925.00
	b) Rehabilitation	22,407.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TADA etc.)	2,19,304.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
TOTAL		18,88,604.00

**STATE URBAN DEVELOPMENT AGENCY
FORM OF UTILISATION CERTIFICATE
OF THE 3RD QUARTER OF FY 2005 - 2006
FOR THE UNSPENT FUND OF FY 2004 - 2005
CARRIED FORWARD IN THE FY 2005 - 2006 &
FUND RELEASED DURING FY 2005 - 2006
FOR IMPLEMENTATION OF
DFID ASSISTED HONORARY HEALTH WORKER SCHEME
IN 11 MUNICIPALITIES**

Sl. No.	Date	Cheque No.	Amount (In. Rs.)
1.		Nil	

The unspent balance amount of Rs. 25,38,482/- at the end of 2nd quarter of FY 2005 - 2006 has been carried forward to the account of 3rd quarter of FY 2005 - 2006. The total available fund for 3rd quarter of FY 2005 - 2006 is Rs. 25,38,482/- to meet the expenditure for the ongoing programme, a sum of Rs. 18,88,604/- has been utilised for the purpose it was sanctioned, and the balance amount of Rs. 6,49,878/- remaining unutilised at the end of the 3rd quarter has been carried forward to the 4th quarter of the FY 2005 - 2006 to meet the expenditure for the ongoing programme and utilisation of such unspent balance will be submitted along with the Utilisation Certificate for the 4th quarter of the year 2005 - 2006.

2. Certified that I have satisfied myself that the conditions on which the grant-in-aid was sanctioned has been duly fulfilled / are being fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

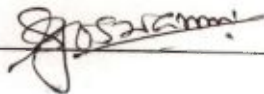
Kinds of checks exercised.

1. Books of Accounts.
2. Original Bill, Receipts & Vouchers.
3. Bank Statement.
4. Physical Progress.

Signature with date

Designation

Official Seal



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

Oct. - Dec 05

1 - 82,988
 3 - 7,300
 6 - 1,49,870
 7 - 28,697
 9 - 29,054
 10 - 5,66,535
 11 - 69,579
 12 - 7,05,945
 13(A) - 6,925
 (B) - 22,407
 14 - 2,19,304

18,88,604

December, 2005	1	2	3	4	5	6	7	8	9	10	11	12	13(a)	13(b)	14	15	16	17	Total
SUDA											23697.00				5750.00				29447.00
Cumulative SUDA	116308.00	49393.00	642.00	0.00	4964.00	0.00	930637.00	672662.00	0.00	0.00	697289.00	0.00	0.00	0.00	896426.00	0.00	9101.00	0.00	3146401.00
ULBs																			
Krishnagar	674.00																		
Medinipur																			
Cooch Behar																			
Bankura																			
Bolpur									17150.00	18420.00									
Kalra																			
Bishnupur										54700.00									
Jangpur	1921.00																		
Berhampur										23350.00									
Purnia																			
Suri																			
Month Total ULB	3196.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17160.00	136170.00	0.00	174200.00	1660.00	0.00	23350.00	0.00	0.00	0.00	364616.00
Cumulative ULB	249627.00	30667.00	1176364.00	0.00	7196.00	1870718.00	933326.00	31262.00	2313326.00	3081286.00	0.00	2663046.00	12426.00	628271.00	796231.00	0.00	2969.00	0.00	13666721.00
Month Total	3196.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17160.00	136170.00	23697.00	174200.00	1660.00	0.00	29100.00	0.00	0.00	0.00	384062.00
Cum. Month Total	364636.00	80060.00	1176996.00	0.00	12160.00	1870718.00	1963962.00	603914.00	2313326.00	3081286.00	697289.00	2663046.00	12426.00	628271.00	1662867.00	0.00	12089.00	0.00	16732122.00
SOE - December, 2005 sent to DHFW on 01.07.2006	3196.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17160.00	136170.00	23697.00	174200.00	1660.00	0.00	29100.00	0.00	0.00	0.00	384062.00

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING
"ILGUS BHAVAN"

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

Ref No. ..SUDA-Health/DFID/04/680

Date01.12.2005

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA

O/C

To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI

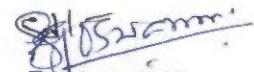
Sub. : Status Report as on 01.12.2005

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.12.2005 is enclosed for favour of your kind perusal.

Encl. : As stated.

Yours faithfully,



Project Officer

01.12.2005

SUDA-Health/DFID/04/680(1)

CC

Dr. A. K. Ghosh, Chief Technical officer, SPSRC, DHFW

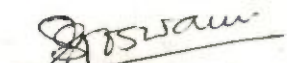

Project Officer

01.12.2005

SUDA-Health/DFID/04/680(2)

CC

Director, SUDA - for favour of kind information please.


Project Officer

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.12.2005

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.03.2006
f) Project Towns	Coochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs 5.90 Crores

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Bengali translation had been completed by CCC and approval received from SPSRC. Printing of booklet completed & circulated to all stakeholders.	
5.	Sensitisation to ULBs on project proposal writing and guidelines	11 ULBs already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Urban Health of MA Dept. headed by Minister-in-Charge.	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary & Director, SPSRC as a member of the Apex Advisory Committee	Already co-opted.	
8.	<i>Preparation of micro-projects by ULBs</i>		
8.1	Format prepared by DHFW & Central Co-ordinating Cell (CCC) of SUDA for writing project proposal by the ULBs.	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs submitted final project proposal.	-
8.3	Approval of Project Proposal by CCC & DHFW	Project proposals received from 11 ULBs have been recommended by CCC and submitted to DHFW.	-
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2.58 lac beneficiaries identified.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	ACMOH and Supdt. of the Hospital made member of Municipal Level Health & FW Committee and Municipal Management Cell (MMC).	
11	Sensitisation of Officers concerned	Continuing.	
12.	<i>Programme Management System established</i>		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
13	<i>Health Facilities for Primary Health Care service delivery established</i>		
(a)	Selection of HHWs	Completed in 11 ULBs. 260 HHWs selected.	
(b)	Selection of FTSS	Completed in 2 ULBs in June, 2005 Completed in 4 ULBs in July, 2005 Completed in 4 ULBs in August, 2005 Completed in 1 ULB in Nov., 05	Kalna & Krishnagar. Berhampur, Jangipur, Bankura & Purulia. Cooch Behar, Medinipur, Suri & Bolpur Bishnupur
(c)	Selection of Manpower for Health Post	Process of recruitment has started.	7 ULBs completed recruitment. In others partly completed.
(d)	Functioning of HHWs at Block Level	Started in Oct., 04 in Suri, Berhampur & Kalna. Started in Nov., 04 in Cooch Behar, Jangipur, Medinipur & Krishnagar. Started in Dec., 04 in Bankura, Bolpur & Purulia. Started in Bishnupur since April, 2005.	
(e)	Identification of Sub-Health Post (SHP)	Identified by 11 ULBs.	
(f)	Functioning of SHP	Started functioning in 52 SHPs	
(g)	Identification of Health Post (HP)	Identified by 11 ULBs.	
(h)	Functioning of HP	Started functioning in 11 HPs	
14	Surveillance system of State Health Programme established	Process started.	

Sl. No.	Activities	Achievement	Remarks
15	Management Information Evaluation System (MIES) established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
16	<i>Referral system established</i>		
(a)	Identification of referral centre	Identified by 11 ULBs.	
(b)	Contracts / Agreement made		Since all the referral centres are Govt. facilities, no contract is required
(c)	Referral system functioning	Preliminary actions have been initiated.	Momentum will be gained after full functioning of HPs and SHPs.
17	<i>Communication (I.E.C.) system established</i>		
(a)	Interpersonal Communication established	Started in 11 ULBs.	
(b)	Involvement of NGO	NGOs identified by the ULBs.	As ULBs could not yet involve NGO, a proposal had been submitted to DHFW for selection and engagement of suitable NGOs from their end.
(c)	Standard I.E.C. materials developed and implemented / distributed.	Standard literature and methodology of DOHFW shall be used.	List of I.E.C. materials for procurement had been submitted to DHFW. If approved, process may be initiated for procurement.
18.	<i>Documentation</i>		
18.1	Engagement of Agency by DHFW for documentation	Engaged by DHFW	
18.2	Documents prepared and submitted		
19	<i>Base line survey by External Agency conducted</i>	Engaged by DHFW	
19.1	Submission of Report of Base Line Survey		
20	<i>Financial Management System established</i>		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separate Bank A/C by CCC.	

Contd. to P-5

Sl. No.	Activities	Achievement	Remarks
20 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Total fund received so far is Rs. 173.82 lakhs.	CCC incurred expenditure of Rs. 31,16,954/- and released advance to MMC for Rs. 142,63,650/- as on 01.12.2005. SOE submitted to DHFW for Rs 163,48,060/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	11 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur, Coochbehar, Midnapore, Bolpur, Bankura & Bishnupur) received fund from CCC.	Rs 142,63,650/- received by 11 MMC and U.C. sent to CCC for Rs 132,31,106/-
21	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	47
2.	Review with DFID	1	1
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO)	11	Capacity building of HO / AHO, CDO, PHN & Accounts Asstt. completed for 11 ULBs.
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	2
6.	Training of HHWs initiated / completed	11	11
7.	Training of FTS	11	Completed in 10 ULBs
8.	Training of Manpower for HP	11	6

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	11	
CDO	11	11	
PHN	11	9	Except Suri , Jangipur Mpl.
Data Entry Operator	11	10	Except Purulia Mpl.
Accounts Assistant	11	11	
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP

Manpower	Target No.	Achievement	Remarks
Part time MO	27	19	Others in progress.
ANM	27	13	
Clerk cum Store Keeper	11	7	
Attendant	11	11	
Sweeper	11	11	

Contd. to P-7

(iv) At SHP

Manpower	Target No.	Achievement	Remarks
FTS	55	55	

(v) At Block

Manpower	Target No.	Achievement	Remarks
HHW	260	260	

E. Procurement :

Procurement of	Target No. (ULB)	Achievement	Remarks
Furniture for management cell at ULB	11	10	To be completed by Bishnupur Mpl.
Equipment for management cell at ULB	11	10	Do
Equipment for training	11	9	
Furniture for training	11	9	
Family schedule, HMIS format, instruction manual and training module	11	11	
HHWs kit	11	11	
Drugs for treatment of minor ailments	11	10	Approval has been received from DHFW. Procurement process is to be undertaken by Bishnupur Mpl.
Equipment for SHP	11	11	Procurement completed except for a few items.
Furniture for HP	11	7	Procurement process is in progress by the rest ULBs.
Furniture for SHP	11	7	Do

F. Refurbication of Health Post & Sub Health Post :

Refurbication	Target No.	Achievement	Remarks
Health Post	7	7	Rest are in progress
Sub Health Post	36	30	

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal****SUDA-Health/DFID/04/681**

Ref No.

o/c

Date **01.12.2005****From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA****To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan
Salt Lake.****Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of November, 2005.**

Sir,

The Statement of Expenditure for the month of November, 2005 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	40,922.00
2.	Training of Trainers	
3.	Training of HHWs	5,800.00
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	1,09,710.00
7.	Equipment	702.00
8.	I.E.C. and Training Materials	
9.	Drugs	11,904.00

Contd. to P-2.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Recurring	
10.	Salaries for Municipal Management Cell (MMC)	2,88,190.00
11.	Salaries for Management Cell at SUDA	23,319.00
12.	Honorarium for grass root level functionaries	3,45,181.00
13.	a) Rent	1,500.00
	b) Refurbication	
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TADA etc.)	89,828.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
	TOTAL	9,17,056.00

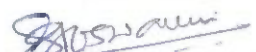
B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from DHFW	SOE sent upto October, 2005	SOE for the month of November, 2005	Total SOE	Balance
173,82,000.00	154,31,004.00	9,17,056.00	163,48,060.00	10,33,940.00

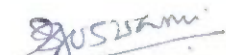
This is for favour of your kind information.

Yours faithfully,


Project Officer
01.12.2005

SUDA-Health/DFID/04/681(1)
CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept.


Project Officer
01.12.2005

SUDA-Health/DFID/04/681(2)
CC

Director, SUDA - for favour of kind information please.


Project Officer

November, 2006	1	2	3	4	5	6	7	8	9	10	11	12	13 (A)	13 (B)	14	15	16	17	Total
SUDA	963.00										23319.00				33457.00				57729.00
Cumulative SUDA	118308.00	48383.00	642.00	0.00	4864.00	0.00	830637.00	672662.00	0.00	0.00	673681.00	0.00	0.00	890678.00	0.00	9101.00	0.00	9116964.00	
ULBs																			
Krishnagar																			0.00
Medinipur										54700.00		63150.00			8947.00				126797.00
Cooch Behar	10355.00		5800.00			109710.00				38700.00		33814.00			6455.00				204834.00
Bankura	3842.00						702.00			18420.00		34641.00			6218.00				63823.00
Bolpur	11029.00								5154.00	54700.00		29488.00			2048.00				102429.00
Kahna																			0.00
Bishnupur																			0.00
Jangipur	5600.00									2350.00		20480.00			7402.00				67632.00
Berhampur									6750.00	54320.00		85828.00			15970.00				162988.00
Purulia	9143.00									32000.00		57910.00		500.00	7616.00				107189.00
Surf										12000.00		19780.00			1715.00				33476.00
Month Total ULB	38989.00	0.00	6900.00	0.00	0.00	109710.00	702.00	0.00	11904.00	288190.00	0.00	346181.00	1600.00	0.00	66371.00	0.00	0.00	0.00	966327.00
Cumulative ULB	246432.00	30667.00	1176384.00	0.00	7196.00	1870718.00	933326.00	31262.00	2286175.00	2946116.00	0.00	2389846.00	10675.00	628271.00	762981.00	0.00	2868.00	0.00	13231106.00
Month Total	40922.00	0.00	6900.00	0.00	0.00	109710.00	702.00	0.00	11904.00	288190.00	23319.00	346181.00	1600.00	0.00	88629.00	0.00	0.00	0.00	917086.00
Cum. Month Total	381740.00	80060.00	1176986.00	0.00	12160.00	1870718.00	1663962.00	603814.00	2286175.00	2946116.00	673681.00	2389846.00	10675.00	628271.00	7623667.00	0.00	12089.00	0.00	16346060.00
SOE - November, 2006 sent to DHFW on 01.12.2006	40922.00	0.00	6900.00	0.00	0.00	109710.00	702.00	0.00	11904.00	288190.00	23319.00	346181.00	1600.00	0.00	88629.00	0.00	0.00	0.00	917086.00

November, 2005	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	Total
SUDA	953.00										23319.00			33457.00				67729.00
Cumulative SUDA	116508.00	48363.00	642.00	0.00	4864.00	0.00	890637.00	672662.00	0.00	0.00	673691.00	0.00	0.00	960676.00	0.00	9101.00	0.00	3116964.00
ULBs																		
Krishnagar																		0.00
Medinipur										54700.00				8947.00				126797.00
Cooch Behar	19355.00		5800.00			109710.00				38700.00				6455.00				204634.00
Bankura	3842.00						702.00			18420.00				6218.00				63823.00
Bolpur	11029.00								5154.00	54700.00				2048.00				102429.00
Kalna																		0.00
Bishnupur																		0.00
Janglur	5600.00									23350.00		20480.00	1000.00	7402.00				67832.00
Barnampur									6750.00	54320.00		85928.00		15970.00				162968.00
Purulia	9143.00									32000.00		57910.00	500.00	7616.00				107169.00
Sun										12000.00		19760.00		1715.00				33475.00
Month Total ULB	39999.00	0.00	6600.00	0.00	0.00	109710.00	702.00	0.00	11904.00	289190.00	0.00	345181.00	1600.00	66371.00	0.00	0.00	0.00	856927.00
Cumulative ULB	248432.00	30667.00	1176364.00	0.00	7196.00	1870718.00	933326.00	31262.00	2286176.00	2846118.00	0.00	2388946.00	639146.00	762891.00	0.00	2989.00	0.00	13231106.00
Month Total	40922.00	0.00	6900.00	0.00	0.00	109710.00	702.00	0.00	11904.00	289190.00	23319.00	345181.00	1600.00	89828.00	0.00	0.00	0.00	917066.00
Cum. Month Total	361740.00	80060.00	1178996.00	0.00	12160.00	1870718.00	1963962.00	603914.00	2286176.00	2846115.00	673691.00	2388946.00	639146.00	162867.00	0.00	12089.00	0.00	16348060.00
SOE - November, 2005 sent to DHFW on 01.12.2005	40922.00	0.00	6900.00	0.00	0.00	109710.00	702.00	0.00	11904.00	289190.00	23319.00	345181.00	1600.00	89828.00	0.00	0.00	0.00	917066.00

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal****SUDA-Health/DFID/04/650**

Ref No.

Date **02.11.2005****From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA**

o/c

**To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan
Salt Lake.****Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of October, 2005.**

Sir,

The Statement of Expenditure for the month of October, 2005 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	38,871.00
2.	Training of Trainers	
3.	Training of HHWs	1,500.00
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	40,160.00
7.	Equipment	27,995.00
8.	I.E.C. and Training Materials	
9.	Drugs	

Contd. to P-2.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Recurring	
10.	Salaries for Municipal Management Cell (MMC)	1,43,175.00
11.	Salaries for Management Cell at SUDA	22,563.00
12.	Honorarium for grass root level functionaries	1,86,564.00
13.	a) Rent	3,875.00
	b) Refurbication	22,407.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TADA etc.)	1,00,376.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
	TOTAL	5,87,486.00


B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from DHFW	SOE sent upto September, 2005	SOE for the month of October, 2005	Total SOE	Balance
173,82,000.00	148,43,518.00	5,87,486.00	154,31,004.00	19,50,996.00

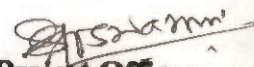
This is for favour of your kind information.

Yours faithfully,


Project Officer
02.11.2005

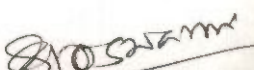
SUDA-Health/DFID/04/650(1)
CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept.


Project Officer
02.11.2005

SUDA-Health/DFID/04/650(2)
CC

Director, SUDA - for favour of kind information please.


Project Officer

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING
"ILGUS BHAVAN"

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

Ref No. SUDA-Health/DFID/04/651

Date 02.11.2005

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA

OK

To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI

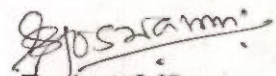
Sub. : Status Report as on 01.11.2005

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.11.2005 is enclosed for favour of your kind perusal.

Encl. : As stated.

Yours faithfully,

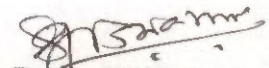

Project Officer

02.11.2005

SUDA-Health/DFID/04/651(1)

CC

Dr. A. K. Ghosh, Chief Technical officer, SPSRC, DHFW

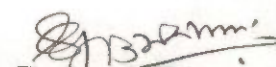

Project Officer

02.11.2005

SUDA-Health/DFID/04/651(2)

CC

Director, SUDA - for favour of kind information please.


Project Officer

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.11.2005

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.03.2006
f) Project Towns	Coochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs 5.90 Crores

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Bengali translation had been completed by CCC and approval received from SPSRC. Printing of booklet completed & circulated to all stakeholders.	
5.	Sensitisation to ULBs on project proposal writing and guidelines	11 ULBs already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Urban Health of MA Dept. headed by Minister-in-Charge.	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary & Director, SPSRC as a member of the Apex Advisory Committee	Already co-opted.	
8.	<i>Preparation of micro-projects by ULBs</i>		
8.1	Format prepared by DHFW & Central Co-ordinating Cell (CCC) of SUDA for writing project proposal by the ULBs.	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs submitted final project proposal.	-
8.3	Approval of Project Proposal by CCC & DHFW	Project proposals received from 11 ULBs have been recommended by CCC and submitted to DHFW.	-
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2.58 lac beneficiaries identified.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	ACMOH and Supdt. of the Hospital made member of Municipal Level Health & FW Committee and Municipal Management Cell (MMC).	
11	Sensitisation of Officers concerned	Continuing.	
12.	<i>Programme Management System established</i>		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
13	<i>Health Facilities for Primary Health Care service delivery established</i>		
(a)	Selection of HHWs	Completed in 11 ULBs. 260 HHWs selected.	
(b)	Selection of FTSs	Completed in 2 ULBs in June, 2005 Completed in 4 ULBs in July, 2005 Completed in 4 ULBs in August, 2005	Kalna & Krishnagar. Berhampur, Jangipur, Bankura & Purulia. Cooch Behar, Medinipur, Suri & Bolpur
(c)	Selection of Manpower for Health Post	Process of recruitment has started.	7 ULBs completed recruitment. In others partly completed.
(d)	Functioning of HHWs at Block Level	Started in October, 2004 in Suri, Berhampur & Kalna. Started in Nov., 2004 in Cooch Behar, Jangipur, Medinipur & Krishnagar. Started in Dec., 2004 in Bankura, Bolpur & Purulia. Started in Bishnupur since April, 2005.	
(e)	Identification of Sub-Health Post (SHP)	Identified by 11 ULBs.	
(f)	Functioning of SHP	Started functioning in 52 SHPs	
(g)	Identification of Health Post (HP)	Identified by 11 ULBs.	
(h)	Functioning of HP	Started functioning in 11 HPs	
14	Surveillance system of State Health Programme established	Process started.	

No.	Activities	Achievement	Remarks
15	Management Information Evaluation System (MIES) established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
16	<i>Referral system established</i>		
(a)	Identification of referral centre	Identified by 11 ULBs.	
(b)	Contracts / Agreement made		Since all the referral centres are Govt. facilities, no contract is required
(c)	Referral system functioning	Preliminary actions have been initiated.	Momentum will be gained after full functioning of HPs and SHPs.
17	<i>Communication (I.E.C.) system established</i>		
(a)	Interpersonal Communication established	Started in 11 ULBs.	
(b)	Involvement of NGO	NGOs identified by the ULBs.	As ULBs could not yet involve NGO, a proposal had been submitted to DHFW for selection and engagement of suitable NGOs from their end.
(c)	Standard I.E.C. materials developed and implemented / distributed.	Standard literature and methodology of DOHFW shall be used.	List of I.E.C. materials for procurement had been submitted to DHFW. If approved, process may be initiated for procurement.
18.	<i>Documentation</i>		
18.1	Engagement of Agency by DHFW for documentation	Engaged by DHFW	
18.2	Documents prepared and submitted		
19	<i>Base line survey by External Agency conducted</i>	Engaged by DHFW	
19.1	Submission of Report of Base Line Survey		
20	<i>Financial Management System established</i>		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separate Bank A/C by CCC.	

Sl. No.	Activities	Achievement	Remarks
20 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Total fund received so far is Rs. 173.82 lakhs.	CCC incurred expenditure of Rs. 30,59,225/- and released advance to MMC for Rs. 142,63,650/- as on 01.11.2005. SOE submitted to DHFW for Rs 154,31,004/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	11 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur, Coochbehar, Midnapore, Bolpur, Bankura & Bishnupur) received fund from CCC.	Rs 142,63,650/- received by 11 MMC and U.C. sent to CCC for Rs 123,71,779/-
21	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	47
2.	Review with DFID	1	1
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO)	11	Capacity building of HO / AHO, CDO, PHN & Accounts Asstt. completed for 11 ULBs.
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	2
6.	Training of HHWs initiated / completed	11	11
7.	Training of FTS	11	Completed in 10 ULBs
8.	Training of Manpower for HP	11	6

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	11	
CDO	11	11	
PHN	11	9	Except Suri , Jangipur Mpl.
Data Entry Operator	11	9	
Accounts Assistant	11	11	
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP

Manpower	Target No.	Achievement	Remarks
Part time MO	27	16	Others in progress.
ANM	27	14	
Clerk cum Store Keeper	11	9	
Attendant	11	11	
Sweeper	11	11	

Contd. to P-7

● At SHP

Manpower	Target No.	Achievement	Remarks
FTS	55	52	

(v) At Block

Manpower	Target No.	Achievement	Remarks
HHW	260	260	

E. Procurement :

Procurement of	Target No. (ULB)	Achievement	Remarks
Furniture for management cell at ULB	11	10	To be completed by Bishnupur Mpl.
Equipment for management cell at ULB	11	10	Do
Equipment for training	11	9	
Furniture for training	11	9	
Family schedule, HMIS format, instruction manual and training module	11	11	
HHWs kit	11	11	
Drugs for treatment of minor ailments	11	10	Approval has been received from DHFW. Procurement process is to be undertaken by Bishnupur Mpl.
Equipment for SHP	11	11	Procurement completed except for a few items.
Furniture for HP	11	7	Procurement process is in progress by the rest ULBs.
Furniture for SHP	11	7	Do

F. Refurbication of Health Post & Sub Health Post :

Refurbication	Target No.	Achievement	Remarks
Health Post	7	7	Rest are in progress
Sub Health Post	36	30	

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	Total
October, 2005																		
SUDA	1315.00										22583.00			50419.00				74297.00
Cumulative SUDA	114566.00	49383.00	642.00	0.00	4964.00	0.00	830637.00	672682.00	0.00	0.00	660272.00	0.00	0.00	827219.00	0.00	9101.00	0.00	3089226.00
ULBs																		
Krishnagar	18764.00				40160.00	25049.00				38700.00		66770.00	3875.00	9239.00				200667.00
Medinipur																		0.00
Cooch Behar																		0.00
Bankura						2946.00			18420.00			28942.00		23755.00				73983.00
Bojpur																		0.00
Kalna	765.00		1500.00				27350.00			27350.00		18205.00	22407.00	9828.00				74186.00
Bishnupur																		0.00
Jangipur	10876.00						27350.00			27350.00		20184.00		987.00				68407.00
Barampur																		0.00
Purulia																		0.00
Suri	9151.00									31355.00		52583.00		12038.00				108107.00
Month Total ULB	37666.00	0.00	1600.00	0.00	40160.00	27995.00	27995.00	0.00	0.00	143175.00	0.00	188664.00	28282.00	49867.00	0.00	0.00	0.00	613186.00
Cumulative ULB	206463.00	30967.00	116965.4.00	0.00	7196.00	1781008.00	932623.00	31282.00	2294272.00	2857926.00	0.00	2043665.00	537648.00	706610.00	0.00	2988.00	0.00	1257179.00
Month Total	38871.00	0.00	1600.00	0.00	40160.00	27996.00	27996.00	0.00	0.00	143175.00	22583.00	188664.00	28282.00	100376.00	0.00	0.00	0.00	587488.00
Cum. Month Total	320818.00	80060.00	1170196.00	0.00	12180.00	1781008.00	1863280.00	603914.00	2294272.00	2857926.00	86272.00	2043666.00	537646.00	1633729.00	0.00	12088.00	0.00	16491004.00
SOE - October, 2005 sent to DHFW on 01.11.2005	38871.00	0.00	1600.00	0.00	0.00	40160.00	27996.00	0.00	0.00	143175.00	22583.00	188664.00	28282.00	100376.00	0.00	0.00	0.00	687488.00

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

West Bengal

SUDA-Health/DFID/04/639

Ref No.

04.10.2005

Date

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA

To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI


Sub. : Status Report as on 01.10.2005

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.10.2005 is enclosed for favour of your kind perusal.

Enclo. : As stated.

Yours faithfully,

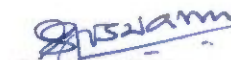

Project Officer

04.10.2005

SUDA-Health/DFID/04/639(1)

CC

Dr. A. K. Ghosh, Chief Technical officer, SPSRC, DHFW


Project Officer

04.10.2005

SUDA-Health/DFID/04/639(2)

CC

Director, SUDA - for favour of kind information please.


Project Officer

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.10.2005

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.03.2006
f) Project Towns	Coochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs 5.90 Crores

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Bengali translation had been completed by CCC and approval received from SPSRC. Printing of booklet completed & circulated to all stakeholders.	
5.	Sensitisation to ULBs on project proposal writing and guidelines	11 ULBs already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Urban Health of MA Dept. headed by Minister-in-Charge.	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary & Director, SPSRC as a member of the Apex Advisory Committee	Already co-opted.	
8.	<i>Preparation of micro-projects by ULBs</i>		
8.1	Format prepared by DHFW & Central Co-ordinating Cell (CCC) of SUDA for writing project proposal by the ULBs.	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs submitted final project proposal.	-
8.3	Approval of Project Proposal by CCC & DHFW	Project proposals received from 11 ULBs have been recommended by CCC and submitted to DHFW.	-
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2.58 lac beneficiaries identified.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	ACMOH and Supdt. of the Hospital made member of Municipal Level Health & FW Committee and Municipal Management Cell (MMC).	
11	Sensitisation of Officers concerned	Continuing.	
12.	<i>Programme Management System established</i>		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
13	<i>Health Facilities for Primary Health Care service delivery established</i>		
(a)	Selection of HHWs	Completed in 11 ULBs. 260 HHWs selected.	
(b)	Selection of FTSS	Completed in 2 ULBs in June, 2005 Completed in 4 ULBs in July, 2005 Completed in 4 ULBs in August, 2005	Kalna & Krishnagar. Berhampur, Jangipur, Bankura & Purulia. Cooch Behar, Medinipur, Suri & Bolpur
(c)	Selection of Manpower for Health Post	Process of recruitment has started.	7 ULBs completed recruitment. In others partly completed.
(d)	Functioning of HHWs at Block Level	Started in October, 2004 in Suri, Berhampur & Kalna. Started in Nov., 2004 in Cooch Behar, Jangipur, Medinipur & Krishnagar. Started in Dec., 2004 in Bankura, Bolpur & Purulia. Started in Bishnupur since April, 2005.	
(e)	Identification of Sub-Health Post (SHP)	Identified by 11 ULBs.	
(f)	Functioning of SHP	Started functioning in 52 SHPs	
(g)	Identification of Health Post (HP)	Identified by 11 ULBs.	
(h)	Functioning of HP	Started functioning in 11 HPs	
14	Surveillance system of State Health Programme established	Process started.	

Sl. No.	Activities	Achievement	Remarks
15	Management Information Evaluation System (MIES) established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
16	<i>Referral system established</i>		
(a)	Identification of referral centre	Identified by 11 ULBs.	
(b)	Contracts / Agreement made		Since all the referral centres are Govt. facilities, no contract is required
(c)	Referral system functioning	Preliminary actions have been initiated.	Momentum will be gained after full functioning of HPs and SHPs.
17	<i>Communication (I.E.C.) system established</i>		
(a)	Interpersonal Communication established	Started in 11 ULBs.	
(b)	Involvement of NGO	NGOs identified by the ULBs.	As ULBs could not yet involve NGO, a proposal had been submitted to DHFW for selection and engagement of suitable NGOs from their end.
(c)	Standard I.E.C. materials developed and implemented / distributed.	Standard literature and methodology of DOHFW shall be used.	List of I.E.C. materials for procurement had been submitted to DHFW. If approved, process may be initiated for procurement.
18.	<i>Documentation</i>		
18.1	Engagement of Agency by DHFW for documentation		
18.2	Documents prepared and submitted		
19	<i>Base line survey by External Agency conducted</i>		
19.1	Submission of Report of Base Line Survey		
20	<i>Financial Management System established</i>		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separate Bank A/C by CCC.	

Sl. No.	Activities	Achievement	Remarks
20 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Total fund received so far is Rs. 173.82 lakhs.	CCC incurred expenditure of Rs. 29,84,928/- and released advance to MMC for Rs. 133,93,650/- as on 01.10.2005. SOE submitted to DHFW for Rs 148,43,518/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	11 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur, Coochbehar, Midnapore, Bolpur, Bankura & Bishnupur) received fund from CCC.	Rs 133,93,650/- received by 11 MMC and U.C. sent to CCC for Rs 118,58,590/-
21	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	47
2.	Review with DFID	1	1
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	Capacity building of HO / AHO, CDO, PHN & Accounts Asstt. completed for 11 ULBs.
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	2
6.	Training of HHWs initiated / completed	11	11
7.	Training of FTS	11	Completed in 10 ULBs
8.	Training of Manpower for HP	11	Under Process.

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	11	
CDO	11	11	
PHN	11	10	Except Suri Mpl.
Data Entry Operator	11	9	
Accounts Assistant	11	11	
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP

Manpower	Target No.	Achievement	Remarks
Part time MO	27	16	Others in progress.
ANM	27	14	
Clerk cum Store Keeper	11	9	
Attendant	11	11	
Sweeper	11	11	

Contd. to P-7

(iv) At SHP

Manpower	Target No.	Achievement	Remarks
FTS	55	52	

(v) At Block

Manpower	Target No.	Achievement	Remarks
HHW	260	260	

E. Procurement :

Procurement of	Target No. (ULB)	Achievement	Remarks
Furniture for management cell at ULB	11	10	Yet to complete by Bishnupur Mpl.
Equipment for management cell at ULB	11	10	Do
Equipment for training	11	9	
Furniture for training	11	9	
Family schedule, HMIS format, instruction manual and training module	11	11	
HHWs kit	11	11	
Drugs for treatment of minor ailments	11	10	Approval has been received from DHFW. Procurement process is to be undertaken by Bishnupur Mpl.
Equipment for SHP	11	11	Procurement completed except for a few items.
Furniture for HP	11	7	Procurement process is in progress by the rest ULBs.
Furniture for SHP	11	7	Do

F. Refurbication of Health Post & Sub Health Post :

Refurbication	Target No.	Achievement	Remarks
Health Post	7	4	Rest are in progress
Sub Health Post	36	21	

SUDA

STATE URBAN DEVELOPMENT AGENCY

**HEALTH WING
"ILGUS BHAVAN"**

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

SUDA-Health/DFID/04/640

Ref No.

Date 04.10.2005

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA



To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan,
Salt Lake.

Sub : U.C. and Statement of Expenditure for the 2nd Qtr. of FY 2005-2006 in
connection with DFID assisted Honorary Health Worker Scheme.

Sir,

The above mentioned U.C. and SOE are enclosed for your kind perusal and further necessary
action please.

Yours faithfully,


Project Officer

SUDA-Health/DFID/04/640(1)

04.10.2005

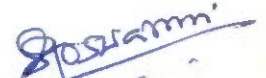
CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health &
Family Welfare Dept.

SUDA-Health/DFID/04/640(2)

CC

Director, SUDA - for favour of kind information please.


Project Officer
04.10.2005


Project Officer

STATE URBAN DEVELOPMENT AGENCY
FORM OF UTILISATION CERTIFICATE
OF THE 2ND QUARTER OF FY 2005 - 2006
FOR THE UNSPENT FUND OF FY 2004 - 2005
CARRIED FORWARD IN THE FY 2005 - 2006 &
FUND RELEASED DURING FY 2005 - 2006
FOR IMPLEMENTATION OF
DFID ASSISTED HONORARY HEALTH WORKER SCHEME
IN 11 MUNICIPALITIES

Sl. No.	Date	Cheque No.	Amount (In. Rs.)
1.	26.09.2005	Ch. No. 357060 dt. 26.09.2005 Bank of India, Salt Lake Branch	11,00,000.00

Certified that an amount of Rs. 11,00,000.00 was released by Health & Family Welfare Dept., Govt. of West Bengal, in favour of "HHW Scheme - DFID, SUDA" for implementation of DFID assisted Honorary Health Worker Scheme in 11 municipalities in the year 2005 - 2006, details of which are given in the margin.

The unspent balance amount of Rs. 59,64,810/- at the end of 1st quarter of FY 2005 - 2006 has been carried forward to the account of 2nd quarter of FY 2005 - 2006. Thus the total available fund for 2nd quarter of FY 2005 - 2006 is Rs. 70,64,810/- to meet the expenditure for the ongoing programme, a sum of Rs. 45,26,328/- has been utilised for the purpose it was sanctioned and the balance amount of Rs. 25,38,482/- remaining unutilised at the end of the 2nd quarter has been carried forward to the 3rd quarter of the FY 2005 - 2006 to meet the expenditure for the ongoing programme and utilisation of such unspent balance will be submitted along with the Utilisation Certificate for the 3rd quarter of the year 2005 - 2006.

2. Certified that I have satisfied myself that the conditions on which the grant-in-aid was sanctioned has been duly fulfilled / are being fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised.

1. Books of Accounts.
2. Original Bill, Receipts & Vouchers.
3. Bank Statement.
4. Physical Progress.

Signature with date _____

Designation _____

Official Seal _____

S. U. D. A.
Project Officer Health, SUDA.
S. U. D. A.
Health Wing
Project Office
Dr. S. GOSWAMI

Statement of Expenditure
in connection with DFID assisted Honorary Health Worker Scheme
for the period July to September, 2005.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	1,20,007.00
2.	Training of Trainers	
3.	Training of HHWs	
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	3,30,955.00
7.	Equipment	4,69,097.00
8.	I.E.C. and Training Materials	83,104.00
9.	Drugs	12,51,934.00
	Recurring	
10.	Salaries for Municipal Management Cell (MMC)	7,92,945.00
11.	Salaries for Management Cell at SUDA	74,871.00
12.	Honorarium for grass root level functionaries	7,41,433.00
13.	a) Rent	6,500.00
	b) Rehabilitation	2,73,748.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TA/DA etc.)	3,81,734.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
	TOTAL	45,26,328.00

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA-Health/DFID/04/638**Date**04.10.2005****From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA**

OK

**To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan
Salt Lake.****Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of September, 2005.**

Sir,

The Statement of Expenditure for the month of September, 2005 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	91,073.00
2.	Training of Trainers	
3.	Training of HHWs	
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	1,18,528.00
7.	Equipment	1,53,741.00
8.	I.E.C. and Training Materials	544.00
9.	Drugs	1,33,149.00

Contd. to P-2.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Recurring	
10.	Salaries for Municipal Management Cell (MMC)	3,27,310.00
11.	Salaries for Management Cell at SUDA	28,233.00
12.	Honorarium for grass root level functionaries	3,12,791.00
13.	a) Rent	3,500.00
	b) Refurbication	1,18,060.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TADA etc.)	1,32,274.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
	TOTAL	14,19,203.00

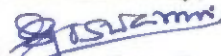
B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from DHFW	SOE sent upto August, 2005	SOE for the month of September, 2005	Total SOE	Balance
173,82,000.00	134,24,315.00	14,19,203.00	148,43,518.00	25,38,482.00


This is for favour of your kind information.

Yours faithfully,


Project Officer
04.10.2005

SUDA-Health/DFID/04/638(1)
CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDL, Health & Family Welfare Dept.


Project Officer
04.10.2005

SUDA-Health/DFID/04/638(2)
CC

Director, SUDA - for favour of kind information please.


Project Officer

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

West Bengal

Ref No. SUDA-Health/DFID/04/639

Date 04.10.2005

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA

o/c

To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI

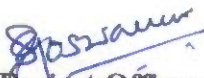
Sub. : Status Report as on 01.10.2005

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.10.2005 is enclosed for favour of your kind perusal.

Enclo. : As stated.

Yours faithfully,

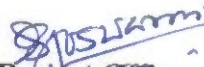

Project Officer

04.10.2005

SUDA-Health/DFID/04/639(1)

CC

Dr. A. K. Ghosh, Chief Technical officer, SPSRC, DHFW



Project Officer

04.10.2005

SUDA-Health/DFID/04/639(2)

CC

Director, SUDA - for favour of kind information please.


Project Officer

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

West Bengal

Ref No. ...SUDA-Health/DFID/04/621

Date02.09.2005

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA

OK

To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI

Sub. : Status Report as on 01.09.2005

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.09.2005 is enclosed for favour of your kind perusal.

Enclo. : As stated.

Yours faithfully,


Project Officer

02.09.2005

SUDA-Health/DFID/04/621(1)

CC

Dr. A. K. Ghosh, Chief Technical officer, SPSRC, DHFW


Project Officer

02.09.2005

SUDA-Health/DFID/04/621(2)

CC

Director, SUDA - for favour of kind information please.


Project Officer

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
 As on 01.09.2005

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.03.2006
f) Project Towns	Coochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs 5.90 Crores

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Bengali translation had been completed by CCC and approval received from SPSRC. Printing of booklet completed & circulated to all stakeholders.	
5.	Sensitisation to ULBs on project proposal writing and guidelines	11 ULBs already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Urban Health of MA Dept. headed by Minister-in-Charge.	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary & Director, SPSRC as a member of the Apex Advisory Committee	Already co-opted.	
8.	<i>Preparation of micro-projects by ULBs</i>		
8.1	Format prepared by DHFW & Central Co-ordinating Cell (CCC) of SUDA for writing project proposal by the ULBs.	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs submitted final project proposal.	-
8.3	Approval of Project Proposal by CCC & DHFW	Project proposals received from 11 ULBs have been recommended by CCC and submitted to DHFW.	-
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2.58 lac beneficiaries identified.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	ACMOH and Supdt. of the Hospital made member of Municipal Level Health & FW Committee and Municipal Management Cell (MMC).	
11	Sensitisation of Officers concerned	Continuing.	
12.	<i>Programme Management System established</i>		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
13	<i>Health Facilities for Primary Health Care service delivery established</i>		
(a)	Selection of HHWs	Completed in 11 ULBs. 260 HHWs selected.	
(b)	Selection of FTSS	Completed in 2 ULBs in June, 2005 Completed in 4 ULBs in July, 2005 Completed in 4 ULBs in August, 2005	Kalna & Krishnagar. Berhampur, Jangipur, Bankura & Purulia. Cooch Behar, Medinipur, Suri & Bolpur
(c)	Selection of Manpower for Health Post	Process of recruitment has started.	7 ULBs completed recruitment. In others partly completed.
(d)	Functioning of HHWs at Block Level	Started in October, 2004 in Suri, Berhampur & Kalna. Started in Nov., 2004 in Cooch Behar, Jangipur, Medinipur & Krishnagar. Started in Dec., 2004 in Bankura, Bolpur & Purulia. Started in Bishnupur since April, 2005.	
(e)	Identification of Sub-Health Post (SHP)	Identified by 11 ULBs.	
(f)	Functioning of SHP	Started functioning in 50 SHPs	
(g)	Identification of Health Post (HP)	Identified by 11 ULBs.	
(h)	Functioning of HP	Started functioning in 11 HPs	
14	Surveillance system of State Health Programme established	Process started.	

Sl. No.	Activities	Achievement	Remarks
15	Management Information Evaluation System (MIES) established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
16	<i>Referral system established</i>		
(a)	Identification of referral centre	Identified by 11 ULBs.	
(b)	Contracts / Agreement made		Since all the referral centres are Govt. facilities, no contract is required
(c)	Referral system functioning	Preliminary actions have been initiated.	Momentum will be gained after full functioning of HPs and SHPs.
17	<i>Communication (I.E.C.) system established</i>		
(a)	Interpersonal Communication established	Started in 11 ULBs.	
(b)	Involvement of NGO	NGOs identified by the ULBs.	As ULBs could not yet involve NGO, a proposal had been submitted to DHFW for selection and engagement of suitable NGOs from their end.
(c)	Standard I.E.C. materials developed and implemented / distributed.	Standard literature and methodology of DOHFW shall be used.	List of I.E.C. materials for procurement had been submitted to DHFW. If approved, process may be initiated for procurement.
18.	<i>Documentation</i>		
18.1	Engagement of Agency by DHFW for documentation		
18.2	Documents prepared and submitted		
19	<i>Base line survey by External Agency conducted</i>		
19.1	Submission of Report of Base Line Survey		
20	<i>Financial Management System established</i>		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separate Bank A/C by CCC.	

Sl. No.	Activities	Achievement	Remarks
20 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Total fund received so far is Rs. 162.82 lakhs.	CCC incurred expenditure of Rs. 28,49,034/- and released advance to MMC for Rs 132,43,650/- as on 01.09.2005. SOE submitted to DHFW for Rs 134,24,315/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	11 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur, Coochbehar, Midnapore, Bolpur, Bankura & Bishnupur) received fund from CCC.	Rs 132,43,650/- received by 11 MMC and U.C. sent to CCC for Rs 105,75,281/-
21	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	47
2.	Review with DFID	1	1
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	Capacity building of HO / AHO, CDO, PHN & Accounts Asstt. completed for 11 ULBs.
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	2
6.	Training of HHWs initiated / completed	11	11
7.	Training of FTS	11	Training started in 10 ULBs during August, 2005 and will be completed by September, 2005.
8.	Training of Manpower for HP	11	Under Process.

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	11	
CDO	11	11	
PHN	11	8	Berhampur, Kalna, Krishnagar, Bolpur, Bankura, Purulia, Jangipur & Medinipur.
Data Entry Operator	11	9	
Accounts Assistant	11	11	
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP

Manpower	Target No.	Achievement	Remarks
Part time MO	27	16	Others in progress.
ANM	27	14	
Clerk cum Store Keeper	11	9	
Attendant	11	10	
Sweeper	11	10	

(iv) At SHP

Manpower	Target No.	Achievement	Remarks
FTS	55	52	52 nos. of FTSs have already been selected out of 10 ULBs. After completion of training FTSs will be in position during September, 2005.

(v) At Block

Manpower	Target No.	Achievement	Remarks
HHW	260	260	

E. Procurement :

Procurement of	Target No. (ULB)	Achievement	Remarks
Furniture for management cell at ULB	11	10	Yet to complete by Bishnupur Mpl.
Equipment for management cell at ULB	11	10	Do
Equipment for training	11	9	
Furniture for training	11	9	
Family schedule, HMIS format, instruction manual and training module	11	11	
HHWs kit	11	11	
Drugs for treatment of minor ailments	11	8	Approval has been received from DHFW. Procurement process has been undertaken by the rest ULBs.
Equipment for SHP	11	11	Procurement completed except for a few items.
Furniture for HP	11	7	Procurement process is in progress by the rest ULBs.
Furniture for SHP	11	7	Do

F. Refurbication of Health Post & Sub Health Post :

Refurbication	Target No.	Achievement	Remarks
Health Post	7	4	Rest are in progress
Sub Health Post	36	21	

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal****SUDA-Health/DFID/04/620**

Ref No.

Date02.09.2005

**From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA****To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan
Salt Lake.****Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of August, 2005.**

Sir,

The Statement of Expenditure for the month of August, 2005 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	27,859.00
2.	Training of Trainers	
3.	Training of HHWs	
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	86,551.00
7.	Equipment	1,59,416.00
8.	I.E.C. and Training Materials	
9.	Drugs	10,67,095.00

Contd. to P-2.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Recurring	
10.	Salaries for Municipal Management Cell (MMC)	2,65,163.00
11.	Salaries for Management Cell at SUDA	23,319.00
12.	Honorarium for grass root level functionaries	2,68,442.00
13.	a) Rent	2,500.00
	b) Refurbication	18,495.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TADA etc.)	1,59,854.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
	TOTAL	20,78,694.00

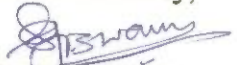
B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from DHFW	SOE sent upto July, 2005	SOE for the month of August, 2005	Total SOE	Balance
162,82,000.00	113,45,621.00	20,78,694.00	134,24,315.00	28,57,685.00

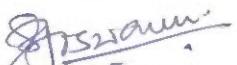
This is for favour of your kind information.

Yours faithfully,


Project Officer
02.09.2005

SUDA-Health/DFID/04/620(1)
CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept.


Project Officer
02.09.2005

SUDA-Health/DFID/04/620(2)
CC

Director, SUDA - for favour of kind information please.


Project Officer

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal****SUDA-Health/DFID/04/620**

Ref No.

Date.....**02.09.2005****From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA****To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan
Salt Lake.****Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of August, 2005.**

Sir,

The Statement of Expenditure for the month of August, 2005 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
Non-Recurring		
1.	Sensitization / Orientation sessions	27,859.00
2.	Training of Trainers	
3.	Training of HHWs	
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
Procurement		
6.	Furniture	86,551.00
7.	Equipment	1,59,416.00
8.	I.E.C. and Training Materials	
9.	Drugs	10,67,095.00

Contd. to P-2.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
Recurring		
10.	Salaries for Municipal Management Cell (MMC)	2,65,163.00
11.	Salaries for Management Cell at SUDA	23,319.00
12.	Honorarium for grass root level functionaries	2,68,442.00
13.	a) Rent	2,500.00
	b) Refurbication	18,495.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TADA etc.)	1,59,854.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
TOTAL		20,78,694.00


B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from DHFW	SOE sent upto July, 2005	SOE for the month of August, 2005	Total SOE	Balance
162,82,000.00	113,45,621.00	20,78,694.00	134,24,315.00	28,57,685.00

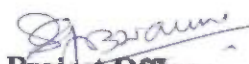
This is for favour of your kind information.

Yours faithfully,


Project Officer
02.09.2005

SUDA-Health/DFID/04/620(1)
CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept.


Project Officer
02.09.2005

SUDA-Health/DFID/04/620(2)
CC

Director, SUDA - for favour of kind information please.


Project Officer

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"**

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

West Bengal

SUDA-Health/DFID/04/608

02.08.2005

Ref No.

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA

FO Date

To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan
Salt Lake.

o/c

**Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of July, 2005.**

Sir,

The Statement of Expenditure for the month of July, 2005 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	1,075.00
2.	Training of Trainers	
3.	Training of HHWs	
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	1,25,876.00
7.	Equipment	1,55,940.00
8.	I.E.C. and Training Materials	82,560.00
9.	Drugs	51,690.00

Contd. to P-2.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
Recurring		
10.	Salaries for Municipal Management Cell (MMC)	2,00,472.00
11.	Salaries for Management Cell at SUDA	23,319.00
12.	Honorarium for grass root level functionaries	1,60,200.00
13.	a) Rent	500.00
	b) Refurbication	1,37,193.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, T/DA etc.)	89,606.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
TOTAL		10,78,431.00

B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from DHFW	SOE sent upto June, 2005	SOE for the month of July, 2005	Total SOE	Balance
162,82,000.00	103,17,190.00	10,28,431.00	113,45,621.00	49,36,379.00

This is for favour of your kind information.

Yours faithfully,

[Signature]
Project Officer
02.08.2005

SUDA-Health/DFID/04/608(1)

CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept.

[Signature]
Project Officer
02.08.2005

SUDA-Health/DFID/04/608(2)

CC

Director, SUDA - for favour of kind information please.

[Signature]
Project Officer

● STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091****West Bengal****SUDA-Health/DFID/04/607****02.08.2005**

Ref No.

Date

From : **Dr. Shibani Goswami**
Project Officer
Health Wing, SUDA

o/c

To : **Shri Rajeev Dube, IAS**
Special Secretary (Project) &
Programme Director, SIP & HSDI

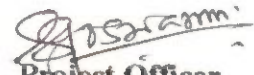
Sub. : Status Report as on 01.08.2005

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.08.2005 is enclosed for favour of your kind perusal.

Enclo. : As stated.

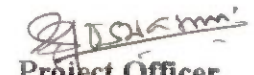
Yours faithfully,


Project Officer
02.08.2005

SUDA-Health/DFID/04/607(1)

CC

Dr. A. K. Ghosh, Chief Technical officer, SPSRC, DHFW


Project Officer
02.08.2005

SUDA-Health/DFID/04/607(2)

CC

Director, SUDA - for favour of kind information please.


Project Officer

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.08.2005

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.03.2006
f) Project Towns	Coochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs 5.90 Crores

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Bengali translation had been completed by CCC and approval received from SPSRC. Printing of booklet completed & circulated to all stakeholders.	
5.	Sensitisation to ULBs on project proposal writing and guidelines	11 ULBs already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Urban Health of MA Dept. headed by Minister-in-Charge.	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary & Director, SPSRC as a member of the Apex Advisory Committee	Already co-opted.	
8.	<i>Preparation of micro-projects by ULBs</i>		
8.1	Format prepared by DHFW & Central Co-ordinating Cell (CCC) of SUDA for writing project proposal by the ULBs.	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs submitted final project proposal.	-
8.3	Approval of Project Proposal by CCC & DHFW	Project proposals received from 11 ULBs have been recommended by CCC and submitted to DHFW.	-
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2.58 lac beneficiaries identified.

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	ACMOH and Supdt. of the Hospital made member of Municipal Level Health & FW Committee and Municipal Management Cell (MMC).	
11	Sensitisation of Officers concerned	Continuing.	
12.	<i>Programme Management System established</i>		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
13	<i>Health Facilities for Primary Health Care service delivery established</i>		
(a)	Selection of HHWs	Completed in 11 ULBs. 260 HHWs selected.	
(b)	Selection of FTSS	Completed in 2 ULBs in June, 2005 Completed in 4 ULBs in July, 2005	Kalna & Krishnagar. Berhampur, Jangipur, Bankura & Purulia.
(c)	Selection of Manpower for Health Post	Process of recruitment has started.	7 ULBs completed recruitment. In others partly completed.
(d)	Functioning of HHWs at Block Level	Started in October, 2004 in Suri, Berhampur & Kalna. Started in Nov., 2004 in Cooch Behar, Jangipur, Medinipur & Krishnagar. Started in Dec., 2004 in Bankura, Bolpur & Purulia. Started in Bishnupur since April, 2005.	
(e)	Identification of Sub-Health Post (SHP)	Identified by 11 ULBs.	
(f)	Functioning of SHP	Started functioning in 50 SHPs	
(g)	Identification of Health Post (HP)	Identified by 11 ULBs.	
(h)	Functioning of HP	Started functioning in 11 HPs	
14	Surveillance system of State Health Programme established	Process started.	

Sl. No.	Activities	Achievement	Remarks
15	Management Information Evaluation System (MIES) established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI/HHW/2 dt. 20.05.2004.
16	<i>Referral system established</i>		
(a)	Identification of referral centre	Identified by 11 ULBs.	
(b)	Contracts / Agreement made		Since all the referral centres are Govt. facilities, no contract is required
(c)	Referral system functioning	Preliminary actions have been initiated.	Momentum will be gained after full functioning of HPs and SHPs.
17	<i>Communication (I.E.C.) system established</i>		
(a)	Interpersonal Communication established	Started in 11 ULBs.	
(b)	Involvement of NGO	NGOs identified by the ULBs.	As ULBs could not yet involve NGO, a proposal had been submitted to DHFW for selection and engagement of suitable NGOs from their end.
(c)	Standard I.E.C. materials developed and implemented / distributed.	Standard literature and methodology of DOHFW shall be used.	List of I.E.C. materials for procurement had been submitted to DHFW. If approved, process may be initiated for procurement.
18.	<i>Documentation</i>		
18.1	Engagement of Agency by DHFW for documentation		
18.2	Documents prepared and submitted		
19	<i>Base line survey by External Agency conducted</i>		
19.1	Submission of Report of Base Line Survey		
20	<i>Financial Management System established</i>		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separate Bank A/C by CCC.	

No.	Activities	Achievement	Remarks
20 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Total fund received so far is Rs. 162.82 lakhs.	CCC incurred expenditure of Rs. 27,66,675/- and released advance to MMC for Rs 132,43,650/- as on 01.08.2005. SOE submitted to DHFW for Rs 113,45,621/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	11 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur, Coochbehar, Midnapore, Bolpur, Bankura & Bishnupur) received fund from CCC.	Rs 132,43,650/- received by 11 MMC and U.C. sent to CCC for Rs 85,78,946/-
21	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	47
2.	Review with DFID	1	1
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO)	11	Capacity building of HO / AHO, CDO, PHN & Accounts Asstt. completed for 11 ULBs.
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	2
6.	Training of HHWs initiated / completed	11	11
7.	Training of FTS	11	Will start during August, 2005.
8.	Training of Manpower for HP	11	Under Process.

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	11	
CDO	11	11	
PHN	11	8	Berhampur, Kalna, Krishnagar, Bolpur, Bankura, Purulia, Jangipur & Medinipur.
Data Entry Operator	11	9	
Accounts Assistant	11	11	
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP

Manpower	Target No.	Achievement	Remarks
Part time MO	27	16	Others in progress.
ANM	27	14	
Clerk cum Store Keeper	11	9	
Attendant	11	10	
Sweeper	11	10	

●) At SHP

Manpower	Target No.	Achievement	Remarks
FTS	55	38	38 nos. of FTSs have already been selected out of 6 ULBs. After completion of training FTSs will be in position.

(v) At Block

Manpower	Target No.	Achievement	Remarks
HHW	260	260	

E. Procurement :

Procurement of	Target No. (ULB)	Achievement	Remarks
Furniture for management cell at ULB	11	10	Yet to complete by Bishnupur Mpl.
Equipment for management cell at ULB	11	10	Do
Equipment for training	11	9	
Furniture for training	11	9	
Family schedule, HMIS format, instruction manual and training module	11	11	
HHWs kit	11	11	
Drugs for treatment of minor ailments	11	8	Approval has been received from DHFW. Procurement process has been undertaken by the rest ULBs.
Equipment for SHP	11	11	Procurement completed except for a few items.
Furniture for HP	11	7	Procurement process is in progress by the rest ULBs.
Furniture for SHP	11	7	Do

F. Refurbication of Health Post & Sub Health Post :

Refurbication	Target No.	Achievement	Remarks
Health Post	7	4	Rest are in progress
Sub Health Post	36	21	

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal****SUDA-Health/DFID/04/593**

Ref No.

Date **04.07.2005****From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA****To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan
Salt Lake.****Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the period April to June, 2005.**

Sir,

The Statement of Expenditure for the period April to June, 2005 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	53,318.00
2.	Training of Trainers	
3.	Training of HHWs	72,602.00
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	3,39,692.00
7.	Equipment	2,91,357.00
8.	I.E.C. and Training Materials	9,399.00
9.	Drugs	7,89,754.00

Contd. to P-2.

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

SUDA-Health/DFID/04/592

04.07.2005

Ref No.

Date

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA

o/c

To : Sri N.K. Roy
Deputy Director, SPSRC
DHFW, Swastha Bhavan,
Salt Lake.

Sub : U.C. and Statement of Expenditure for the 1st Qtr. of FY 2005-2006 in
connection with DFID assisted Honorary Health Worker Scheme.

Sir,

The above mentioned U.C. and SOE are enclosed for your kind perusal and further necessary action please.

[Signature]
Project Officer

SUDA-Health/DFID/04/592(1)

04.07.2005

CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept.

[Signature]
Project Officer
04.07.2005

SUDA-Health/DFID/04/592(2)

CC

Director, SUDA - for favour of kind information please.

[Signature]
Project Officer

STATE URBAN DEVELOPMENT AGENCY
FORM OF UTILISATION CERTIFICATE
OF THE 1ST QUARTER OF FY 2005 - 2006
FOR THE UNSPENT FUND OF FY 2004 - 2005
CARRIED FORWARD IN THE FY 2005 - 2006 &
FUND RELEASED DURING FY 2005 - 2006
FOR IMPLEMENTATION OF
DFID ASSISTED HONORARY HEALTH WORKER SCHEME
IN 11 MUNICIPALITIES

Sl. No.	Date	Cheque No.	Amount (In. Rs.)
1.	14.06.2005	Ch. No. 357022 dt. 14.06.2005 Bank of India, Salt Lake Branch	25,00,000.00

Certified that an amount of Rs. 25,00,000.00 was released by Health & Family Welfare Dept., Govt. of West Bengal, in favour of "HHW Scheme - DFID, SUDA" for implementation of DFID assisted Honorary Health Worker Scheme in 11 municipalities in the year 2005 - 2006, details of which are given in the margin.

The unspent balance amount of Rs. 66,17,624/- at the end of 4th quarter of FY 2004 - 2005 has been carried forward to the account of 1st quarter of FY 2005 - 2006. Thus the total available fund for 1st quarter of FY 2005 - 2006 is Rs. 91,17,624/- to meet the expenditure for the ongoing programme, a sum of Rs. 31,52,814/- has been utilised for the purpose it was sanctioned and the balance amount of Rs. 59,64,810/- remaining unutilised at the end of the 1st quarter has been carried forward to the 2nd quarter of the FY 2005 - 2006 to meet the expenditure for the ongoing programme and utilisation of such unspent balance will be submitted along with the Utilisation Certificate for the 2nd quarter of the year 2005 - 2006.

2. Certified that I have satisfied myself that the conditions on which the grant-in-aid was sanctioned has been duly fulfilled / are being fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised.

1. Books of Accounts.
2. Original Bill, Receipts & Vouchers.
3. Bank Statement.
4. Physical Progress.

Signature with date _____

Designation _____

Official Seal _____



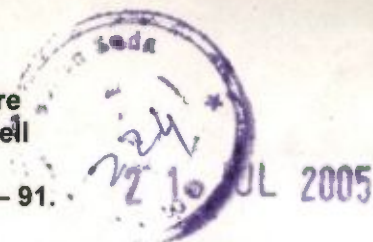
DR. S. GOSWAMI
Project Officer.
Health Wing
S. U. D. A.

Statement of Expenditure
in connection with DFID assisted Honorary Health Worker Scheme
for the period April to June, 2005.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	53,318.00
2.	Training of Trainers	
3.	Training of HHWs	72,602.00
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	3,39,692.00
7.	Equipment	2,91,357.00
8.	I.E.C. and Training Materials	9,399.00
9.	Drugs	7,89,754.00
	Recurring	
10.	Salaries for Municipal Management Cell (MMC)	4,79,416.00
11.	Salaries for Management Cell at SUDA	89,118.00
12.	Honorarium for grass root level functionaries	5,67,752.00
13.	a) Rent	2,000.00
	b) Rehabilitation	1,90,684.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TA/DA etc.)	2,67,722.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
	TOTAL	31,52,814.00

[Handwritten Signature]

Government of West Bengal
Department of Health & Family Welfare
Strategic Planning & Sector Reform Cell
Swasthya Bhavan, 4th Floor,
GN-29, Sector-V, Bidhannagar, Kolkata - 91.



No. HF/SPSRC/HSDI/HHW/108/2004/156

Dated July 15, 2005

From : **Rajeev Dube**, IAS
Special Secretary &
Director, Strategic Planning & Sector Reform Cell.

To : **Sri D. Mukhopadhyay**,
Secretary,
Municipal Affairs Department,
Government of West Bengal,
Writers' Buildings, Kolkata - 700001.

Sub: Status report on Honorary Health Workers Scheme funded by DFID being implemented on Pilot basis in 11 Municipalities of the State.

Sir,

Kindly find enclosed the Status report as on July 1, 2005 about progress of implementation of above mentioned scheme.

With regards.

Yours sincerely,

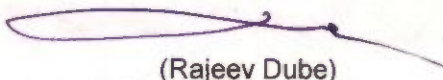
sdl-
(Rajeev Dube)
Special Secretary &
Director, SPSRC.

No. HF/SPSRC/HSDI/HHW/108/2004/156/1(5)

Dated July 15, 2005

Copy along with the copy of enclosures forwarded to :

1. Ms. Silke Seco, Human Development Advisor, DFID India, British High Commission, B28 Tara Crescent, Qutab Institutional Area, New Delhi - 110016.
2. Mr. M.K. Padma Kumar, Sr. Dy. Programme Manager, DFID India, British High Commission, B28 Tara Crescent, Qutab Institutional Area, New Delhi - 110016.
- ✓ 3. Dr. Shibani Goswami, Project Officer, Health, SUDA
4. Dr. A.K. Ghosh, CTO, SPSRC
5. Sri N.K. Roy, Dy. Director, SPSRC


(Rajeev Dube)
Special Secretary &
Director, SPSRC.

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.07.2005

A. General Information:

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 30.06.2005
f) Project Towns	Coochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs 5.90 Crores

B. Process Indicators:

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarded Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

D. Manpower :**(i) At MMC**

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	11	
CDO	11	11	
PHN	11	8	Appointment in Suri, Bishnupur & Coochbehar under process
Data Entry Operator	11	9	
Accounts Assistant	11	11	
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP

Manpower	Target No.	Achievement	Remarks
Part time MO	27	16	Others in progress.
ANM	27	14	
Clerk cum Store Keeper	11	9	
Attendant	11	10	
Sweeper	11	10	

● At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS	55	Selection of 8 FTS in Kalna & 3 FTS in Krishnanagar completed	Selection in other ULBs under process. After selection & training FTS will be in position

(v) At Block

Manpower	Target No.	Achievement	Remarks
HHW	260	260	In position

E. Procurement :

Procurement of	Target No. (ULB)	Achievement	Remarks
Furniture for management cell at ULB	11	10	Yet to be completed by Bishnupur Municipality.
Equipment for management cell at ULB	11	10	Do
Equipment for training	11	9	Others in progress
Furniture for training	11	9	Others in progress
Family schedule, HMIS format, instruction manual and training module	11	11	
HHWs kit	11	11	
Drugs for treatment of minor ailments	11	8	Procurement process has been undertaken by the rest ULBs.
Equipment for SHP	11	11	Procurement completed except for a few items.
Furniture for HP	11	7	Procurement process is in progress by the rest ULBs.
Furniture for SHP	11	7	Do

F. Refurbication of Health Post & Sub Health Post :

Refurbication	Target No.	Achievement	Remarks
Health Post	7	4	Others in progress
Sub Health Post	36	21	Others in progress

Mrs.
Golpin 3
son 3
Cochran 4
Morgan 8.

July
Baker 8
Sears 4
Baker 6
Parker C

July
Kirk 2
3

STATE URBAN DEVELOPMENT AGENCY
FORM OF UTILISATION CERTIFICATE
OF THE 4TH QUARTER OF FY 2004 - 2005
FOR THE UNSPENT FUND OF FY 2003 - 2004
CARRIED FORWARD IN THE FY 2004 - 2005 &
FUND RELEASED DURING FY 2004 - 2005
FOR IMPLEMENTATION OF
DFID ASSISTED HONORARY HEALTH WORKER SCHEME
IN 11 MUNICIPALITIES

Sl. No.	Date	Cheque No.	Amount (In. Rs.)
1.	04.03.2005	Ch. No. 212794 dt. 04.03.2005 Bank of India, Salt Lake Branch	50,00,000.00

Certified that an amount of Rs. 50,00,000.00 was released by Health & Family Welfare Dept., Govt. of West Bengal, in favour of "HHW Scheme - DFID, SUDA" for implementation of DFID assisted Honorary Health Worker Scheme in 11 municipalities in the year 2004 - 2005, details of which are given in the margin.

The unspent balance amount of Rs. 58,21,983/- at the end of 3rd quarter of FY 2004 - 2005 has been carried forward to the account of 4th quarter of FY 2004 - 2005. Thus the total available fund for 4th quarter of FY 2004 - 2005 is Rs. 1,08,21,983/- to meet the expenditure for the ongoing programme, a sum of Rs. 42,04,359/- has been utilised for the purpose it was sanctioned and the balance amount of Rs. 66,17,624/- remaining unutilised at the end of the 4th quarter has been carried forward to the 1st quarter of the FY 2005 - 2006 to meet the expenditure for the ongoing programme and utilisation of such unspent balance will be submitted along with the Utilisation Certificate for the 1st quarter of the year 2005 - 2006.

2. Certified that I have satisfied myself that the conditions on which the grant-in-aid was sanctioned has been duly fulfilled / are being fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.


Kinds of checks exercised.

1. Books of Accounts.
2. Original Bill, Receipts & Vouchers.
3. Bank Statement.
4. Physical Progress.

Signature with date _____

Designation

Official Seal


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

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.07.2005

A. General Information:

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 30.06.2005
f) Project Towns	Coochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs 5.90 Crores

B. Process Indicators:

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarded Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Bengali translation of guideline done. Printing of booklet completed & circulated to all stakeholders by SUDA.	Vide SPSRC/HSDI/HHW/177 Dated Feb 4, 2005.
5.	Sensitisation to ULBs on project proposal writing and guidelines	11 ULBs already been sensitized and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Urban Health of MA Dept. headed by Minister-in-Charge.	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary & Director, SPSRC as a member of the Apex Advisory Committee	Already co-opted.	
8.	<i>Preparation of micro-projects by ULBs</i>		
8.1	Format prepared by DHFW & Central Co-ordinating Cell (CCC) of SUDA for writing project proposal by the ULBs.	Format prepared by DHFW & CCC for writing project proposal by the ULBs.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs submitted final project proposal.	-
8.3	Approval of Project Proposal by CCC & DHFW	Project proposals received from 11 ULBs have been recommended by CCC.	-

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2.58 lac beneficiaries identified.
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	ACMOH and Supdt. of the Hospital made member of Municipal Level Health & FW Committee and Municipal Management Cell (MMC).	
11	Sensitisation of Officers concerned	Continuing.	
12.	<i>Programme Management System established</i>		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
13	<i>Health Facilities for Primary Health Care service delivery established</i>		
(a)	Selection of HHWs	Completed in 11 ULBs. 260 HHWs selected.	
(b)	Selection of FTSS	Completed in 2 ULBs	Kalna & Krishnanagar
(c)	Selection of Manpower for Health Post	Process of recruitment has started.	7 ULBs completed recruitment. In others partly completed.
(d)	Functioning of HHWs at Block Level	Started in October, 2004 in Suri, Berhampur & Kalna. Started in Nov., 2004 in Cooch Behar, Jangipur, Medinipur & Krishnanagar. Started in Dec., 2004 in Bankura, Bolpur & Purulia. Started in Bishnupur since April, 2005.	
(e)	Identification of Sub-Health Post (SHP)	Identified by 11 ULBs.	
(f)	Functioning of SHP	Started functioning in 48 SHPs	
(g)	Identification of Health Post (HP)	Identified by 11 ULBs.	
(h)	Functioning of HP	Started functioning in 11 HPs	
14	Surveillance system of State Health Programme established	Process started.	

D. Manpower :**(i) At MMC**

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	11	
CDO	11	11	
PHN	11	8	Appointment in Suri, Bishnupur & Coochbehar under process
Data Entry Operator	11	9	
Accounts Assistant	11	11	
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP

Manpower	Target No.	Achievement	Remarks
Part time MO	27	16	Others in progress.
ANM	27	14	
Clerk cum Store Keeper	11	9	
Attendant	11	10	
Sweeper	11	10	

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING
"ILGUS BHAVAN"

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

SUDA-Health/DFID/04/591

Ref No.

Date 04.07.2005

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA

o/c

To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI

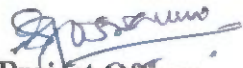
Sub. : Status Report as on 01.07.2005

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.07.2005 is enclosed for favour of your kind perusal.

Enclo. : As stated.

Yours faithfully,


Project Officer
04.07.2005

SUDA-Health/DFID/04/591(1)

CC
Dr. A. K. Ghosh, Chief Technical officer, SPSRC, DHFW


Project Officer
04.07.2005

SUDA-Health/DFID/04/591(2)

CC
Director, SUDA - for favour of kind information please.


Project Officer

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.07.2005

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 31.03.2006
f) Project Towns	Coochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs 5.90 Crores

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Bengali translation had been completed by CCC and approval received from SPSRC. Printing of booklet completed & circulated to all stakeholders.	
5.	Sensitisation to ULBs on project proposal writing and guidelines	11 ULBs already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Urban Health of MA Dept. headed by Minister-in-Charge.	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary & Director, SPSRC as a member of the Apex Advisory Committee	Already co-opted.	
8.	<i>Preparation of micro-projects by ULBs</i>		
8.1	Format prepared by DHFW & Central Co-ordinating Cell (CCC) of SUDA for writing project proposal by the ULBs.	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs submitted final project proposal.	-
8.3	Approval of Project Proposal by CCC & DHFW	Project proposals received from 11 ULBs have been recommended by CCC and submitted to DHFW.	-

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2.58 lac beneficiaries identified.
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	ACMOH and Supdt. of the Hospital made member of Municipal Level Health & FW Committee and Municipal Management Cell (MMC).	
11	Sensitisation of Officers concerned	Continuing.	
12.	<i>Programme Management System established</i>		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
13	<i>Health Facilities for Primary Health Care service delivery established</i>		
(a)	Selection of HHWs	Completed in 11 ULBs. 260 HHWs selected.	
(b)	Selection of FTSS	Completed in 2 ULBs	Kalna & Krishnagar
(c)	Selection of Manpower for Health Post	Process of recruitment has started.	7 ULBs completed recruitment. In others partly completed.
(d)	Functioning of HHWs at Block Level	Started in October, 2004 in Suri, Berhampur & Kalna. Started in Nov., 2004 in Cooch Behar, Jangipur, Medinipur & Krishnagar. Started in Dec., 2004 in Bankura, Bolpur & Purulia. Started in Bishnupur since April, 2005.	
(e)	Identification of Sub-Health Post (SHP)	Identified by 11 ULBs.	
(f)	Functioning of SHP	Started functioning in 48 SHPs	
(g)	Identification of Health Post (HP)	Identified by 11 ULBs.	
(h)	Functioning of HP	Started functioning in 11 HPs	
14	Surveillance system of State Health Programme established	Process started.	

Sl. No.	Activities	Achievement	Remarks
15	Management Information Evaluation System (MIES) established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
16	<i>Referral system established</i>		
(a)	Identification of referral centre	Identified by 11 ULBs.	
(b)	Contracts / Agreement made		Since all the referral centres are Govt. facilities, no contract is required
(c)	Referral system functioning	Preliminary actions have been initiated.	Momentum will be gained after full functioning of HPs and SHPs.
17	<i>Communication (I.E.C.) system established</i>		
(a)	Interpersonal Communication established	Started in 11 ULBs.	
(b)	Involvement of NGO	NGOs identified by the ULBs.	As ULBs could not yet involve NGO, a proposal has been submitted to DHFW for selection and engagement of suitable NGOs from their end.
(c)	Standard I.E.C. materials developed and implemented / distributed.	Standard literature and methodology of DOHFW shall be used.	List of I.E.C. materials for procurement has been submitted to DHFW. If approved, process may be initiated for procurement.
18.	<i>Documentation</i>		
18.1	Engagement of Agency by DHFW for documentation		
18.2	Documents prepared and submitted		
19	<i>Base line survey by External Agency conducted</i>		
19.1	Submission of Report of Base Line Survey		
20	<i>Financial Management System established</i>		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separate Bank A/C by CCC.	

Sl. No.	Activities	Achievement	Remarks
20 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Total fund received so far is Rs. 162.82 lakhs.	CCC incurred expenditure of Rs. 26,02,071/- and released advance to MMC for Rs 122,43,650/- as on 01.07.2005. SOE submitted to DHFW for Rs 103,17,190/-
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	11 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur, Coochbehar, Midnapore, Bolpur, Bankura & Bishnupur) received fund from CCC.	Rs 122,43,650/- received by 11 MMC and U.C. sent to CCC for Rs 77,15,119/-
21	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	47
2.	Review with DFID	1	1
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO	11	Capacity building of HO / AHO, CDO, PHN & Accounts Asstt. completed for 11 ULBs.
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	2
6.	Training of HHWs initiated / completed	11	11
7.	Training of FTS	11	Not yet due.
8.	Training of Manpower for HP	11	Under Process.

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	11	
CDO	11	11	
PHN	11	8	Berhampur, Kalna, Krishnagar, Bolpur, Bankura, Purulia, Jangipur & Medinipur.
Data Entry Operator	11	9	
Accounts Assistant	11	11	
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP

Manpower	Target No.	Achievement	Remarks
Part time MO	27	16	Others in progress.
ANM	27	14	
Clerk cum Store Keeper	11	9	
Attendant	11	10	
Sweeper	11	10	

(iv) At SHP

Manpower	Target No.	Achievement	Remarks
FTS	55		After selection & training FTS will be in position.

(v) At Block

Manpower	Target No.	Achievement	Remarks
HHW	260	260	

E. Procurement :

Procurement of	Target No. (ULB)	Achievement	Remarks
Furniture for management cell at ULB	11	10	Yet to complete by Bishnupur Mpl.
Equipment for management cell at ULB	11	10	Do
Equipment for training	11	9	
Furniture for training	11	9	
Family schedule, HMIS format, instruction manual and training module	11	11	
HHWs kit	11	11	
Drugs for treatment of minor ailments	11	8	Approval has been received from DHFW. Procurement process has been undertaken by the rest ULBs.
Equipment for SHP	11	11	Procurement completed except for a few items.
Furniture for HP	11	7	Procurement process is in progress by the rest ULBs.
Furniture for SHP	11	7	Do

F. Refurbication of Health Post & Sub Health Post :

Refurbication	Target No.	Achievement	Remarks
Health Post	7	4	Rest are in progress
Sub Health Post	36	21	

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal****SUDA-Health/DFID/04/590****04.07.2005**

Ref No.

Date

**From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA**

o/c

**To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan
Salt Lake.****Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of June, 2005.**

Sir,

The Statement of Expenditure for the month of June, 2005 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	34,158.00
2.	Training of Trainers	
3.	Training of HHWs	60,679.00
4.	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
6.	Furniture	2,19,000.00
7.	Equipment	37,840.00
8.	I.E.C. and Training Materials	813.00
9.	Drugs	3,11,988.00

Contd. to P-2.

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
Recurring		
10.	Salaries for Municipal Management Cell (MMC)	1,47,631.00
11.	Salaries for Management Cell at SUDA	23,508.00
12.	Honorarium for grass root level functionaries	1,70,356.00
13.	a) Rent	1,000.00
	b) Refurbication	1,35,418.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TA/DA etc.)	1,00,157.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
TOTAL		12,42,548.00

B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from DHFW	SOE sent upto May, 2005	SOE for the month of June, 2005	Total SOE	Balance
162,82,000.00	90,74,642.00	12,42,548.00	103,17,190.00	59,64,810.00


This is for favour of your kind information.

Yours faithfully,


Project Officer
04.07.2005

SUDA-Health/DFID/04/590(1)
CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept.


Project Officer
04.07.2005

SUDA-Health/DFID/04/590(2)
CC

Director, SUDA - for favour of kind information please.


Project Officer

**Government of West Bengal
Department of Health & Family Welfare
Strategic Planning & Sector Reform Cell
Swasthya Bhavan, 4th Floor,
GN-29, Sector-V, Bidhannagar, Kolkata – 91.**

No. HF/SPSRC/HSDI/HHW/108/2004/115

Dated June 15, 2005

From : **Rajeev Dube**, IAS
Special Secretary &
Director, Strategic Planning & Sector Reform Cell.

To : **Sri Vivek Mehrotra**,
Joint Secretary,
Department of Economic Affairs,
Ministry of Finance,
Government of India,
North Block, New Delhi – 110001.
Fax- (011) 2652-9296.

Sub: Status report on Honorary Health Workers Scheme funded by DFID being implemented on Pilot basis in 11 Municipalities of the State.

Sir,

Kindly find enclosed the Status report as on June 1, 2005 about progress of implementation of above mentioned scheme.

With regards.

Yours sincerely,


sdl-
(Rajeev Dube)
Special Secretary &
Director, SPSRC.

No. HF/SPSRC/HSDI/HHW/108/2004/ 115 /1(10)

Dated June 15, 2005

Copy along with the copy of enclosures forwarded to :

1. Sri S.S.Brar, Joint Secretary, Ministry of Health & Family Welfare, Govt. of India, Nirman Bhavan, New Delhi- 110011. Fax – (011) 23017447.
2. Dr. Dhiraj Bhatnagar, Director, Department of Economic Affairs, Ministry of Finance, Govt. of India, North Block, New Delhi.
3. Sri T.V.Raman, Director (AP), Department of Family Welfare, Govt. of India, Room No.520, A Wing, Nirman Bhavan, New Delhi – 110011.
4. Sri D.Mukhopadhyay, Secretary, Municipal Affairs Department, Government of West Bengal, Writers' Buildings, Kolkata – 700001.
5. Mr. M.K.Padma Kumar, Sr. Dy. Programme Manager, DFID India, British High Commission, B28 Tara Crescent, Qutab Institutional Area, New Delhi – 110016.
6. Ragini Raghunand, Assistant Program Officer, DFID India, British High Commission, B 28, Tara Crescent, Qutab Institutional Area, New Delhi – 110016.
- ✓ 7. Dr. Shibani Goswami, Project Officer, Health, SUDA
8. Dr. A.K.Ghosh, CTO, SPSRC
9. Sri N.K.Roy, Dy. Director, SPSRC
10. Ms. Silke Seco, Human Development Advisor, DFID India, British High Commission, B28 Tara Crescent, Qutab Institutional Area, New Delhi – 110016.


(Rajeev Dube)
Special Secretary &
Director, SPSRC.

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.06.2005

A. General Information:

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 30.06.2005
f) Project Towns	Coochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs 5.90 Crores

B. Process Indicators:

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Bengali translation of guideline done. Printing of booklet completed & circulated to all stakeholders by SUDA.	Vide SPSRC/HSDI/HHW/177 Dated Feb 4, 2005.
5.	Sensitisation to ULBs on project proposal writing and guidelines	11 ULBs already been sensitized and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Urban Health of MA Dept. headed by Minister-in-Charge.	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary & Director, SPSRC as a member of the Apex Advisory Committee	Already co-opted.	
8.	<i>Preparation of micro-projects by ULBs</i>		
8.1	Format prepared by DHFW & Central Co-ordinating Cell (CCC) of SUDA for writing project proposal by the ULBs.	Format prepared by DHFW & CCC for writing project proposal by the ULBs.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs submitted final project proposal.	-
8.3	Approval of Project Proposal by CCC & DHFW	Project proposals received from 11 ULBs have been recommended by CCC.	-

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2.58 lac beneficiaries identified.
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	ACMOH and Supdt. of the Hospital made member of Municipal Level Health & FW Committee and Municipal Management Cell (MMC).	
11	Sensitisation of Officers concerned	Continuing.	
12.	<i>Programme Management System established</i>		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
13	<i>Health Facilities for Primary Health Care service delivery established</i>		
(a)	Selection of HHWs.	Completed in 11 ULBs. 260 HHWs selected.	
(b)	Selection of FTSS	Completed in 1 ULB (Kalna)	
(c)	Selection of Manpower for Health Post	Process of recruitment has started.	6 ULBs completed recruitment. In others partly completed.
(d)	Functioning of HHWs at Block Level	Started in October, 2004 in Suri, Berhampur & Kalna. Started in Nov., 2004 in Cooch Behar, Jangipur, Medinipur & Krishnagar. Started in Dec., 2004 in Bankura, Bolpur & Purulia. Started in Bishnupur since April, 2005.	
(e)	Identification of Sub-Health Post (SHP)	Identified by 11 ULBs.	
(f)	Functioning of SHP	Started functioning in 45 SHPs	
(g)	Identification of Health Post (HP)	Identified by 11 ULBs.	
(h)	Functioning of HP	Started functioning in 11 HPs	
14	Surveillance system of State Health Programme established	Process started.	

Contd. to P-4

Sl. No.	Activities	Achievement	Remarks
15	Management Information Evaluation System (MIES) established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
16	<i>Referral system established</i>		
(a)	Identification of referral centre	Identified by 11 ULBs.	
(b)	Contracts / Agreement made		Since all the referral centres are Govt. facilities, no contract is required
(c)	Referral system functioning	Preliminary actions have been initiated.	Momentum will be gained after full functioning of HPs and SHPs.
17	<i>Communication (I.E.C.) system established</i>		
(a)	Interpersonal Communication established	Started in 11 ULBs.	
(b)	Involvement of NGO	NGOs identified.	
(c)	Standard I.E.C. materials developed and implemented / distributed.	Standard literature and methodology of DOHFW shall be used.	
18.	<i>Documentation</i>		
18.1	Engagement of Agency by DHFW for documentation		
18.2	Documents prepared and submitted		
19	<i>Base line survey by External Agency conducted</i>		
19.1	Submission of Report of Base Line Survey		
20	<i>Financial Management System established</i>		
(a)	Fund received by DHFW from GOI	Rs 200 lac	
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separate Bank A/C by CCC.	

Contd. to P-5

Sl. No.	Activities	Achievement	Remarks
20 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Fund allotted by DHFW of Rs 87.82 lakhs to CCC on 24.03.2004. Further fund allotted as 2 nd installment of Rs 50.00 lakhs on 4.03.2005. Total fund allotted Rs 137.82 lakhs.	CCC incurred expenditure of Rs 25,30,744/- and released advance to MMC for Rs 99,33,650/- as on 01.06.2005. SUDA submitted SOE amounting to Rs 90,74,642/-.
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	11 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur, Coochbehar, Midnapore, Bolpur, Bankura & Bishnupur) received fund from CCC.	Rs 99,33,650/- received by 11 MMC and U.C. sent to CCC for Rs 65,43,898/-
21	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	46
2.	Review with DFID	1	1
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO)	11	Capacity building of HO / AHO, CDO, PHN and Accounts Asstt. Completed for 11 ULBs
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	2
6.	Training of HHWs initiated / completed	11	11
7.	Training of FTS	11	Not yet due.
8.	Training of Manpower for HP	11	Under Process.

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	11	
CDO	11	11	
PHN	11	8	Berhampur, Kalna, Krishnagar, Bolpur, Bankura, Purulia, Jangipur & Medinipur.
Data Entry Operator	11	9	
Accounts Assistant	11	11	
Clerk cum Store Keeper	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP

Manpower	Target No.	Achievement	Remarks
Part time MO	27	16	Others in progress.
ANM	27	16	
Clerk cum Store Keeper	11	9	
Attendant	11	10	
Sweeper	11	10	

Contd. to P-7

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS	55		After selection & training FTS will be in position

(v) At Block

Manpower	Target No.	Achievement	Remarks
HHW	260	260	

E. Procurement :

Procurement of	Target No. (ULB)	Achievement	Remarks
Furniture for management cell at ULB	11	10	Yet to complete by Bishnupur Muni..
Equipment for management cell at ULB	11	10	Do
Equipment for training	11	9	
Furniture for training	11	9	
Family schedule, HMIS format, instruction manual and training module	11	11	
HHWs kit	11	11	
Drugs for treatment of minor ailments	11	8	Procurement process has been undertaken by the rest ULBs.
Equipment for SHP	11	11	Procurement completed except for a few items.
Furniture for HP	11	7	Procurement process is in progress by the rest ULBs.
Furniture for SHP	11	7	Do

F. Refurbication of Health Post & Sub Health Post :

Refurbication	Target No.	Achievement	Remarks
Health Post	7	4	
Sub Health Post	36	21	

Government of West Bengal
Department of Health & Family Welfare
Strategic Planning & Sector Reform Cell
Swasthya Bhavan, 4th Floor,
GN-29, Sector-V, Bidhannagar, Kolkata – 91.

No. HF/SPSRC/HSDI/HHW/108/2004/03

Dated April 7, 2005

From : Rajeev Dube, IAS
Special Secretary &
Director, Strategic Planning & Sector Reform Cell.

To : Sri Vivek Mehrotra,
Joint Secretary,
Department of Economic Affairs,
Ministry of Finance,
Government of India,
North Block, New Delhi – 110001.
Fax- (011) 2652-9296.

Sub: Some issues relating to Honorary Health Workers Scheme funded by DFID being implemented on Pilot basis in 11 Municipalities of the State.

Sir,

Kindly find enclosed a note prepared on abovementioned subject jointly by our Department & State Urban Development Agency for your perusal and information.

With regards.

Yours sincerely,

(Rajeev Dube)
Special Secretary &
Director, SPSRC.

No. HF/SPSRC/HSDI/HHW/108/2004/03/1(9)

Dated April 7, 2005

Copy along with the copy of enclosures forwarded to :

1. Sri S.S.Brar, Joint Secretary, Ministry of Health & Family Welfare, Govt. of India, Nirman Bhavan, New Delhi- 110011. Fax – (011) 23017447.
2. Dr. Dhiraj Bhatnagar, Director, Department of Economic Affairs, Ministry of Finance, Govt. of India, North Block, New Delhi.
3. Sri T.V.Raman, Director (AP), Department of Family Welfare, Govt. of India, Room No.520, A Wing, Nirman Bhavan, New Delhi – 110011.
4. Sri D.Mukhopadhyay, Secretary, Municipal Affairs Department, Government of West Bengal, Writers' Buildings, Kolkata – 700001.
5. Mr. M.K.Padma Kumar, Sr. Dy. Programme Manager, DFID India, British High Commission, B28 Tara Crescent, Qutab Institutional Area, New Delhi – 110016.
6. Ragini Raghunand, Assistant Program Officer, DFID India, British High Commission, B 28, Tara Crescent, Qutab Institutional Area, New Delhi – 110016.
- ✓ 7. Dr. Shibani Goswami, Project Officer, Health, SUDA
8. Dr. A.K.Ghosh, CTO, SPSRC
9. Sri N.K.Roy, Dy. Director, SPSRC

(Rajeev Dube)
Special Secretary &
Director, SPSRC.

Observations on different issues and suggestions towards sustainability and better implementation of DFID assisted Honorary Health Worker Scheme being implemented in 11 Municipalities

Item	Observation	Suggestion
<p>ULB's initiative and action towards progress to carry forward the scheme.</p>	<ul style="list-style-type: none"> • Due to sluggish initiative of few ULBs the targeted activities could not be achieved uniformly. 	<ul style="list-style-type: none"> • The Chairpersons of ULBs are to be adequately sensitized. • Repeated sensitisation efforts from the Departments concerned are required for all functionaries. • Organisational development of ULBs i.e. capacity building at all tiers.
<p>Municipal Level Health & FW Committee</p>	<ul style="list-style-type: none"> • Though GO has been issued by DHFW, for involvement of Supdt. and ACMOH in the programme. 	<ul style="list-style-type: none"> • The importance and priority to the Scheme is required to be properly emphasized on senior district level functionaries from State Government level. • Sensitisation of State Programme Officers and District Programme Officers by DHFW jointly with ULBs.
<p>Formation of Municipal Management Cell (MMC)</p>	<ul style="list-style-type: none"> • Contractual engagement of Asstt. Health Officer (AHO), Community Development Officer (CDO), Public Health Nurse (PHN) delayed because of poor salary for AHO and PHN and non availability of PHN in particular. 	<ul style="list-style-type: none"> • All the ULBs are not provided with Health Officers by the Dept. • The existing Health Officers are on contractual basis with an emoluments of Rs. 8,000/- p.m. This is not adequate from market standards. • HO / AHO may be trained comprehensively in Public Health and Management. • Salary of Health Officer or Asstt. Health Officer (Rs. 8,000/- p.m. at present) should be at par with the scale of Medical Officer of DHFW. • Contractual emoluments of PHN has been fixed to Rs. 4,000/- p.m. For this poor pay structure even retired PHN are not willing to join. • Post of GNM may be thought for in place of PHN and the salary should be at par with that of DHFW.

Item	Observation	Suggestion
Central Co-ordinating Cell (CCC)	<ul style="list-style-type: none"> • Could not be formed with full staff i.e. Medical Specialist, CD Specialist. • Non availability of Medical Specialist - 2 and CD Specialist - 1 is due to poor pay structure i.e. Rs. 10,000/- p.m. each which is not at par with requisite experience and age group. • No candidates are available even on deputation. 	<ul style="list-style-type: none"> • Salary should at par with that of DHFW. • Deputation from the Govt. may be done.
Manpower at HP level (PTMO - 2, ANM - 2, Clerk cum Storekeeper - 1)	<ul style="list-style-type: none"> • Contractual Honorarium of PTMO, ANM and Clerk cum Storekeeper is Rs. 1,600/-, 1250/- and 850/- p.m. respectively for duties of 4 hours a day, 6 days in a week. • With this poor Honorarium, PTMOs and others are not available. • ANM category are not available at present in required numbers. 	<ul style="list-style-type: none"> • As the scheme has stepped into service implementation stage, Honorarium of PTMO and ANM may be enhanced 2 - 3 times to take forward the services. • Pay structure of MO and ANM of DHFW not suggested at this level because of financial liability on the State Govt. Under the circumstances, posting of personnel from PP Unit and Urban Health & FW centre (if any) may be tried at this level. This will not only lower down financial liability but also strengthen active linkage with DHFW at District level and facilitate dovetailing the programme in DHFW health system.
Services at Sub-Health Post (SHP)	<ul style="list-style-type: none"> • Main services to be catered from SHP are Immunisation Clinic, Antenatal / Postnatal Clinic, Nutritional Clinic, Adolescent Clinic, RTI / STI / HIV / AIDs Counselling, Distribution of contraceptive materials, ORS, IFA etc. and Medical Check up and follow up of National Health Programme. 	<ul style="list-style-type: none"> • Logistics for immunisation i.e. Vaccine, Cold chain, vaccinator, immunisation card etc. to be made available in appropriate time without any interruption from District / Sub-Division Govt. facilities. CMOH is required to take more active part in implementation of Scheme.

Item	Observation	Suggestion
		<ul style="list-style-type: none"> • Logistics for antenatal clinic - Laboratory examination like blood grouping, VDRL etc. will not be carried out from SHP, for which linkage with Health system is to be done. To lessen the burden of the BPL population to attend the hospital only for availing Lab. facilities, it will be beneficial if the technician may be made available at SHP level to draw the blood sample for examination in the Hospital. The nearest private laboratory (if any) may also be contracted. In case of private Lab. facility, expenditure may be borne from the Project fund but sustainability will be a problem after project period. • The immunisation cum antenatal card are to be used for the scheme along with a rubber stamp depicting "DFID assisted HHW Scheme". This card is to be honoured by the Govt. Hospital for any emergency antenatal cases and for institutional delivery. • In this context it is to mention that a small laboratory facility may be established at HP level where needed, provided Clinical Establishment Act permits. Manning of the laboratory will be done by a group i.e. Health Officer, FTS, ANM (after proper training), supported by Lab. Techn. & pathologist of District health facilities. • HIV / AIDs counselling at SHP may need further support in terms of laboratory examination and others. For this a clear channel is to be established between SHP and Govt. Hospital.

**STRATEGIC PLANNING AND SECTOR REFORM CELL
DEPARTMENT OF HEALTH AND FAMILY WELFARE
GOVERNMENT OF WEST BENGAL**

- 4 -

Item	Observation	Suggestion
		<ul style="list-style-type: none"> • National Health Programmes - linkage with the Govt. Hospital in terms of logistics, treatment and other supports will vary for each Health programme for which a clear strategy is to be developed by DHFW in consultation with District Health Authorities and ULBs. Accordingly, necessary instruction / guideline may be issued by DHFW.
Referral Services	<ul style="list-style-type: none"> • It is envisaged that the referral cases may face difficulties for both the outdoor and indoor treatment. 	<ul style="list-style-type: none"> • Directive from DHFW to CMOH concerned followed by sensitisation session at District / Sub division level with Govt. Health officials and ULBs by DHFW.
I.E.C. system establishment	<ul style="list-style-type: none"> • Perhaps the ULBs are not quite aware about the I.E.C. activities or action plan of District Health Office. 	<ul style="list-style-type: none"> • As the scheme has stepped into the implementation phase, support for I.E.C. activities at the ULB level is to be extended by the District Health Offices from the beginning.
Fund raising by the ULBs for creation of Health fund.	<ul style="list-style-type: none"> • It is noticed after study of the Project Proposal of the ULBs, the fund raising (collection from BPL families @ Rs 2/- per month per family, mobilisation of NSDP fund etc.) by the ULBs would only partially cover the annual expenditure. 	<ul style="list-style-type: none"> • State Govt. may explore fund raising from other sources and make provision in the budget to meet deficit after the external aid period is over.

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal****SUDA-Health/DFID/04/543**

Ref No.

Date **01.06.2005****From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA****To : Sri N.K. Roy
Deputy Director, SPSRC
DHFV, Swastha Bhavan
Salt Lake.****Sub : Statement of Expenditure in connection with
DFID assisted Honorary Health Worker Scheme
for the month of May, 2005.**

Sir,

The Statement of Expenditure for the month of May, 2005 is furnished below :

A. Statement of Expenditure :

Sl. No.	Item of Expenditure	Expenditure (Amount in Rs.)
	Non-Recurring	
1.	Sensitization / Orientation sessions	13,131.00
	Training of Trainers	
	Training of HHWs	10,620.00
	Innovative (Base line by External Agency) (Not applicable for ULB)	
5.	Participatory Need Assessment	
	Procurement	
	Furniture	1,00,975.00
	Equipment	67,663.00
8.	I.E.C. and Training Materials	8,586.00
9.	Drugs	2,25,319.00

Contd. to P-2.

Sl No.	Item of Expenditure	Expenditure (Amount in Rs.)
Recurring		
10.	Salaries for Municipal Management Cell (MMC)	2,39,971.00
11.	Salaries for Management Cell at SUDA	22,752.00
12.	Honorarium for grass root level functionaries	2,42,708.00
13.	a) Rent	
	b) Refurbication	14,363.00
14.	Operation & Maintenance (Sundries, Printing, Postage & Telephone, TA/DA etc.)	77,267.00
15.	Consultants of DHFW (Not applicable for ULB)	
16.	a) Documentation - Project proposal writing by ULB	
	b) Process writing by DHFW (Not applicable for ULB)	
17.	Dissemination workshop (Not applicable for ULB)	
TOTAL		10,23,355.00

B. Release of fund vis-a-vis. SOE submitted :

(Amount in Rs.)

Fund received from DHFW	SOE sent upto April, 2005	SOE for the month of May, 2005	Total SOE	Balance
137,82,000.00	80,51,287.00	10,23,355.00	90,74,642.00	47,07,358.00

This is for favour of your kind information.

Yours faithfully

[Signature]
Project Officer
01.06.2005

SUDA-Health/DFID/04/543(1)

CC

Shri Rajeev Dube, IAS, Special Secretary (Project) & Programme Director, SIP & HSDI, Health & Family Welfare Dept.

[Signature]
Project Officer
01.06.2005

SUDA-Health/DFID/04/543(2)

CC

Director, SUDA - for favour of kind information please.

[Signature]
Project Officer

Government of West Bengal
Department of Health & Family Welfare
Strategic Planning & Sector Reform Cell
Swasthya Bhavan, 4th Floor,
GN-29, Sector-V, Bidhannagar, Kolkata – 91.

No. HF/SPSRC/HSDI/HHW/108/2004/69

Dated May 11, 2005

From : **Rajeev Dube**, IAS
Special Secretary &
Director, Strategic Planning & Sector Reform Cell.

To : **Sri Vivek Mehrotra**,
Joint Secretary,
Department of Economic Affairs,
Ministry of Finance,
Government of India,
North Block, New Delhi – 110001.
Fax- (011) 2652-9296.



12 MAY 2005

Sub: Status report on Honorary Health Workers Scheme funded by DFID being implemented on Pilot basis in 11 Municipalities of the State.

Sir,

Kindly find enclosed the Status report as on May 1, 2005 about progress of implementation of above mentioned scheme.

With regards.

Yours sincerely,


sd/-
(Rajeev Dube)
Special Secretary &
Director, SPSRC.

No. HF/SPSRC/HSDI/HHW/108/2004/69/1(9)

Dated May 11, 2005

Copy along with the copy of enclosures forwarded to :

1. Sri S.S.Brar, Joint Secretary, Ministry of Health & Family Welfare, Govt. of India, Nirman Bhavan, New Delhi- 110011. Fax – (011) 23017447.
2. Dr. Dhiraj Bhatnagar, Director, Department of Economic Affairs, Ministry of Finance, Govt. of India, North Block, New Delhi.
3. Sri T.V.Raman, Director (AP), Department of Family Welfare, Govt. of India, Room No.520, A Wing, Nirman Bhavan, New Delhi – 110011.
4. Sri D.Mukhopadhyay, Secretary, Municipal Affairs Department, Government of West Bengal, Writers' Buildings, Kolkata – 700001.
5. Mr. M.K.Padma Kumar, Sr. Dy. Programme Manager, DFID India, British High Commission, B28 Tara Crescent, Qutab Institutional Area, New Delhi – 110016.
6. Ragini Raghunand, Assistant Program Officer, DFID India, British High Commission, B 28, Tara Crescent, Qutab Institutional Area, New Delhi – 110016.
- ✓ 7. Dr. Shibani Goswami, Project Officer, Health, SUDA
8. Dr. A.K.Ghosh, CTO, SPSRC
9. Sri N.K.Roy, Dy. Director, SPSRC


(Rajeev Dube)
Special Secretary &
Director, SPSRC.

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.05.2005

A. General Information:

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 30.06.2005
f) Project Towns	Coochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs 5.90 Crores

B. Process Indicators:

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Bengali translation had been completed by CCC and approved vide memo no.SPSRC/HSDI/HHW/177 Dated Feb 4, 2005. Printing of booklet completed & circulated to all stakeholders.	
5.	Sensitisation to ULBs on project proposal writing and guidelines	11 ULBs already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Urban Health of MA Dept. headed by Minister-in-Charge.	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary & Director, SPSRC as a member of the Apex Advisory Committee	Already co-opted.	
8.	<i>Preparation of micro-projects by ULBs</i>		
8.1	Format prepared by DHFW & Central Co-ordinating Cell (CCC) of SUDA for writing project proposal by the ULBs.	Format prepared by DHFW & CCC for writing project proposal by the ULBs.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs submitted final project proposal.	-
8.3	Approval of Project Proposal by CCC & DHFW	Project proposals received from 11 ULBs have been recommended by CCC.	-

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2.58 lac beneficiaries identified.
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	ACMOH and Supdt. of the Hospital made member of Municipal Level Health & FW Committee and Municipal Management Cell (MMC).	
11	Sensitisation of Officers concerned	Continuing.	
12.	<i>Programme Management System established</i>		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
13	<i>Health Facilities for Primary Health Care service delivery established</i>		
(a)	Selection of HHWs	Completed in 11 ULBs. 260 HHWs selected.	
(b)	Selection of FTSS	Completed in 1 ULB (Kalna)	
(c)	Selection of Manpower for Health Post	Process of recruitment has started.	6 ULBs completed recruitment. In others partly completed.
(d)	Functioning of HHWs at Block Level	Started in October, 2004 in Suri, Berhampur & Kalna. Started in Nov., 2004 in Cooch Behar, Jangipur, Medinipur & Krishnagar. Started in Dec., 2004 in Bankura, Bolpur & Purulia. Started in Bishnupur since April, 2005	
(e)	Identification of Sub-Health Post (SHP)	Identified by 11 ULBs.	
(f)	Functioning of SHP	Started functioning in 45 SHPs	
(g)	Identification of Health Post (HP)	Identified by 11 ULBs.	
(h)	Functioning of HP	Started functioning in 11 HPs	
14	Surveillance system of State Health Programme established	Process started.	

Sl. No.	Activities	Achievement.	Remarks
15	Management Information Evaluation System (MIES) established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI/HHW/2 dt. 20.05.2004.
16	<i>Referral system established</i>		
(a)	Identification of referral centre	Identified by 11 ULBs.	
(b)	Contracts / Agreement made		Since all the referral centres are Govt. facilities, no contract is required
(c)	Referral system functioning	Preliminary actions have been initiated.	Momentum will be gained after full functioning of HPs and SHPs for at least 3 months.
17	<i>Communication (I.E.C.) system established</i>		
(a)	Interpersonal Communication established	Started in 11 ULBs.	
(b)	Involvement of NGO	NGOs identified.	
(c)	Standard I.E.C. materials developed and implemented / distributed.	Standard literature and methodology of DOHFW shall be used.	
18.	<i>Documentation</i>		
18.1	Engagement of Agency by DHFW for documentation		
18.2	Documents prepared and submitted		
19	<i>Base line survey by External Agency conducted</i>		
19.1	Submission of Report of Base Line Survey		
20	<i>Financial Management System established</i>		
(a)	Fund received by DHFW from GOI	Rs 200 lac	
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separate Bank A/C by CCC.	

Sl. No.	Activities	Achievement	Remarks
20 (d)	CCC receive fund from DHFW on requisition and submit expenditure statement to DHFW	Fund allotted by DHFW of Rs 87.82 lakhs to CCC on 24.03.2004. Further fund allotted as 2 nd installment of Rs 50.00 lakhs on 4.03.2005. Total fund allotted Rs 137.82 lakhs.	CCC incurred expenditure of Rs 24,75,197/- and released advance to MMC for Rs 96,33,650/- as on 01.05.2005. SUDA submitted SOE amounting to Rs 80,51,287/-.
(e)	MMC receive fund from CCC on requisition and submit expenditure of statement to CCC	11 MMC (Kalna, Suri, Krishnagar, Purulia, Berhampur, Jangipur, Coochbehar, Midnapore, Bolpur, Bankura & Bishnupur) received fund from CCC.	Rs 96,33,650/- received by 11 MMC and U.C. sent to CCC for Rs 55,76,090/-
21	Preparation of Road Map by the ULBs for sustainability		

C. Training

Sl. No	Type of Training	Target No. of training	Achievement No. of training
1.	Sensitisation / Orientation sessions	47	46
2.	Review with DFID	1	1
3.	Capacity building of MMC (Accounts personnel, clerk cum sk, CDO, PHN, HO / AHO)	11	Capacity building of HO / AHO, CDO, PHN and Accounts Asstt. Completed for 11 ULBs
4.	Workshop on participatory need assessment and project formulation at SUDA for grass-root stakeholders	4	4
5.	Training of trainers	2	2
6.	Training of HHWs initiated / completed	11	11
7.	Training of FTS	11	Not yet due.
8.	Training of Manpower for HP	11	Under Process.

Contd. to P-6

D. Manpower :

(i) At MMC

Manpower	Target No.	Achievement	Remarks
Project Director (ADM)	11	11	
Chairman of the ULB	11	11	
ACMOH - Sub Div.	11	11	
Supdt. of nearest Govt. Hosp.	11	11	
Health Officer / AHO	11	11	
CDO	11	10	Except Bishnupur Berhampur, Kalna, Krishnagar, Bolpur, Bankura, Purulia, Jangipur & Medinipur.
PHN	11	8	
Data Entry Operator	11	9	
Accounts Assistant	11	11	
Clerk cum Store Keeper.	11	11	
Attendant	11	11	

(ii) At CCC

Manpower	Target No.	Achievement	Remarks
Consultant	1	1	
Project Officer	1	1	
Medical Specialist	2		
CD Specialist	1		
Accounts Officer	1	1	
MIES Officer	1	1	
Data Entry Operator	1	1	
Clerk cum SK	1	1	
Attendant	1		

(iii) At HP

Manpower	Target No.	Achievement	Remarks
Part time MO	27	15	Others in progress.
ANM	27	15	
Clerk cum Store Keeper	11	8	
Attendant	11	9	
Sweeper	11	9	

(iv) At SHP (Not yet due)

Manpower	Target No.	Achievement	Remarks
FTS	55		After selection & training FTS will be in position

(v) At Block

Manpower	Target No.	Achievement	Remarks
HHW	260	260	

E. Procurement :

Procurement of	Target No. (ULB)	Achievement	Remarks
Furniture for management cell at ULB	11	10	Yet to complete by Bishnupur Muni..
Equipment for management cell at ULB	11	10	Do
Equipment for training	11	7	
Furniture for training	11	7	
Family schedule, HMIS format, instruction manual and training module	11	11	
HHWs kit	11	11	
Drugs for treatment of minor ailments	11	5	Procurement process has been undertaken by the rest ULBs.
Equipment for SHP	11	11	Procurement completed except for a few items.
Furniture for HP	11	5	Procurement process is in progress by the ULBs.
Furniture for SHP	11	5	Do

F. Refurbication of Health Post & Sub Health Post :

Refurbication	Target No.	Achievement	Remarks
Health Post	7	In Progress	
Sub Health Post	36	Do	

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING
"ILGUS BHAVAN"

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

SUDA-Health/DFID/04/527
Ref No.

Date 02.05.2005

From : Dr. Shibani Goswami
Project Officer
Health Wing, SUDA

To : Shri Rajeev Dube, IAS
Special Secretary (Project) &
Programme Director, SIP & HSDI


Sub. : Status Report as on 01.05.2005

Sir,

Status Report with regard to DFID assisted Honorary Health Worker Scheme as on 01.05.2005 is enclosed for favour of your kind perusal.

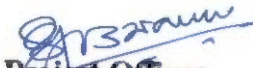
Encl. : As stated.

Yours faithfully,


Project Officer
02.05.2005

SUDA-Health/DFID/04/527(1)

CC
Dr. A. K. Ghosh, Chief Technical officer, SPSRC, DHFW


Project Officer
02.05.2005

SUDA-Health/DFID/04/527(2)

CC
Director, SUDA - for favour of kind information please.


Project Officer

F.O.

Status Report
DFID assisted HHWs Scheme to 11 Municipalities
As on 01.05.2005

A. General Information :

a) Receipt of sanction from DEA, GOI	On 05.12.2002 vide DO No. F.12/1/2001-EEC-II
b) Receipt of sanction from MOHFW, GOI	On 02.12.2003 vide DO NO. L.19012/46/02-APS
c) Receipt of sanction from DHFW, GOWB	On 05.12.2003 vide no. SS(P)/HSDI/HHW/628
d) Date of launching	01.02.2004
e) Project duration	01.02.2004 to 30.06.2005
f) Project Towns	Coochbehar, Jangipur, Berhampore, Suri, Bolpur, Purulia, Bankura, Bishnupur, Kalna, Krishnagar, Medinipur.
g) Project Budget	Rs 5.90 Crores

B. Process Indicators :

Sl. No.	Activities	Achievement	Remarks
1.	Communication about approval of project by MA Dept. to the concerned 11 ULBs, DM and CMOH of concerned 8 Districts	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
2.	Forwarding Guidelines in Bengali by MA Dept. regarding preliminary actions of the project to the Chairman of the ULBs, DMs & CMOH of the concerned Districts, Spl. Secretary (Project), DHFW and Director, SUDA	Communicated on 19.01.2004	Vide memo no. 1403-S/04.
3.	Induction session by MOS, MA Dept. to the concerned Chairman, CIC Health, Health Officer / Asstt. Health Officer and the representatives of DHFW.	Conducted on 12.02.2004 at Conference Hall of SUDA.	

Contd. to P-2

Sl. No.	Activities	Achievement	Remarks
4.	Preparation of comprehensive guidelines by DHFW	Prepared by DHFW and communicated to SUDA.	Vide SS(P)/HSDI/HHW/813 dt. 30.03.2004
4.1	Comprehensive guideline approved by DHFW and Municipal Affairs Dept.	Approved	Vide SPSRC/HSDI/HHW/44 dt.24.08.2004
4.2	Bengali translation of comprehensive guideline and circulation to all stakeholders.	Bengali translation had been completed by CCC and approval received from SPSRC. Printing of booklet completed & circulated to all stakeholders.	
5.	Sensitisation to ULBs on project proposal writing and guidelines	11 ULBs already been sensitised and guidelines explained.	-
6.	Project Director designated for 11 ULBs.	All completed	Project Directors in 11 ULBs are in position.
7.	Inclusion of the said Project in the agenda of Apex Advisory Committee on Urban Health of MA Dept. headed by Minister-in-Charge.	Included in the Agenda of 5 th Apex Advisory Committee Meeting held on 22.03.2004.	
7.1	Co opting Special Secretary & Director, SPSRC as a member of the Apex Advisory Committee	Already co-opted.	
8.	<i>Preparation of micro-projects by ULBs</i>		
8.1	Format prepared by DHFW & Central Co-ordinating Cell (CCC) of SUDA for writing project proposal by the ULBs.	Format prepared by DHFW & CCC for writing project proposal by the ULBs and finalized and approved by DHFW.	Vide memo no. SS(P)/HSDI/HHW/813 dt. 30.03.2004.
8.2	Submission of Project Proposal by the ULBs	11 ULBs submitted final project proposal.	-
8.3	Approval of Project Proposal by CCC & DHFW	Project proposals received from 11 ULBs have been recommended by CCC and submitted to DHFW.	-

Contd. to P-3

Sl. No.	Activities	Achievement	Remarks
9.	Identification of project beneficiaries	Already identified by the 11 ULBs.	2.58 lac beneficiaries identified.
10.	Integration of the said Pilot Project with the Dist. Offices & Hospitals of Dept. of Health & FW	ACMOH and Supdt. of the Hospital made member of Municipal Level Health & FW Committee and Municipal Management Cell (MMC).	
11	Sensitisation of Officers concerned	Continuing.	
12.	<i>Programme Management System established</i>		
(a)	Set up of Municipal Management Cell at ULB level	MMC has been set up in all 11 ULBs	
(b)	Set up of Central Co-ordinating Cell at SUDA level	In position.	
13	<i>Health Facilities for Primary Health Care service delivery established</i>		
(a)	Selection of HHWs	Completed in 11 ULBs. 260 HHWs selected.	
(b)	Selection of FTSS	Completed in 1 ULB (Kalna)	
(c)	Selection of Manpower for Health Post	Process of recruitment has started.	6 ULBs completed recruitment. In others partly completed.
(d)	Functioning of HHWs at Block Level	Started in October, 2004 in Suri, Berhampur & Kalna. Started in Nov., 2004 in Cooch Behar, Jangipur, Medinipur & Krishnagar. Started in Dec., 2004 in Bankura, Bolpur & Purulia. Started in Bishnupur since April, 2005.	
(e)	Identification of Sub-Health Post (SHP)	Identified by 11 ULBs.	
(f)	Functioning of SHP	Started functioning in 45 SHPs	
(g)	Identification of Health Post (HP)	Identified by 11 ULBs.	
(h)	Functioning of HP	Started functioning in 11 HPs	
14	Surveillance system of State Health Programme established	Process started.	

Sl. No.	Activities	Achievement	Remarks
15	Management Information Evaluation System (MIES) established	HMIS developed by CCC and approved by DHFW.	Vide memo no. 2074/SPSRC/HSDI /HHW/2 dt. 20.05.2004.
16	<i>Referral system established</i>		
(a)	Identification of referral centre	Identified by 11 ULBs.	
(b)	Contracts / Agreement made		Since all the referral centres are Govt. facilities, no contract is required
(c)	Referral system functioning	Preliminary actions have been initiated.	Momentum will be gained after full functioning of HPs and SHPs for at least 3 months.
17	<i>Communication (I.E.C.) system established</i>		
(a)	Interpersonal Communication established	Started in 11 ULBs.	
(b)	Involvement of NGO	NGOs identified.	
(c)	Standard I.E.C. materials developed and implemented / distributed.	Standard literature and methodology of DOHFW shall be used.	
18.	<i>Documentation</i>		
18.1	Engagement of Agency by DHFW for documentation		
18.2	Documents prepared and submitted		
19	<i>Base line survey by External Agency conducted</i>		
19.1	Submission of Report of Base Line Survey		
20	<i>Financial Management System established</i>		
(a)	Fund received by DHFW from GOI		
(b)	Opening of separate Bank A/C for the Project by the ULBs	11 ULBs opened separated Bank A/C for the project.	
(c)	Opening of separate Bank A/C for the Project by CCC	Opened separate Bank A/C by CCC.	

Contd. to P-5