

NOTE SHEET



Utilization of additional services of Sri Sasanka Sekhar Marik and Sri Debjoy Jodder, D.E.O and enhancement of honorarium.

It may be recalled that day to day work at Health Wing, SUDA is increasing day by day since incorporation of NUHM Project with the same number of junior level staff which becomes a hectic job for both of the officials and the staff concerned. To mitigate the problem we have taken support of the two personnel named as Sri S.S. Marik and Sri Debjoy Jodder, who were engaged additionally for doing extra burden of daily data entry work and accounts related work. It may also be mentioned here that though there are so many posts sanctioned for Health Wing, SUDA, all are vacant since a long time.

Now, three persons have prayed for enhancement of honorarium from Rs. 500/- to 1,000/- at their letter which are placed at CP-1. In view of job responsibility, we may agree to withhold the enhancement of Sri Guha, which may be considered in future. But considering the work load of NUHM and accounting entry and keeping in mind their work performance, we may agree to enhance the monthly honorarium of Sri S.S. Marik and Sri Debjoy Jodder from 500/- to 1,000/- per month. The additional financial burden of Rs. 12,000/- p.a will be borne out of IPP-VIII (Extn) fund.

Submitted for kind approval.

22/10/14
S. S. Marik
22-10-14

P.O. (Health)

A, SUDA
1. Add. D.Y., Fiv

Notes at above

P.O. (H) has recommended for increasing additional remuneration from ₹ 500/- to ₹ 1000/- for two Data Entry operators who are deployed in SUDA (Health) to discharge additional works. The deployment has become necessary in view of implementation of NUHM for which no additional staff has been sanctioned till date. However, in consideration of the essential duties the recommended persons have been performing the honorarium may be increased from ₹ 500/- to ₹ 1000/-

Director

FA
P.O. (H)
FO (H)

24/10/14

22/10/14

22-10-14

State Urban Development Agency, Health Wing, West Bengal

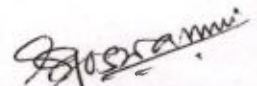
Sub. : Payment of Special remuneration.

This is to invite to your kind attention that work load of Health Wing, SUDA has been increased many fold presently with recent introduction of Urban RCH, NUHM and prevention & control of Dengue / Chikunguniya. Sri Sasanka Sekhar Marik, Data Entry Operatory, SUDA is providing services not only for CBPHCS but also for UPHCS, HHW Scheme, Urban RCH, NUHM and prevention & control of Dengue / Chikunguniya. Relating to maintaining records of physical & financial aspects separately for each of the Programmes, HMIS data base, typing of all the communications. Furthermore, he helps in filing the relevant documents. As Health Wing, SUDA having less than minimum requirement of staff, Sri Marik is to shoulder enormous task of clerical works single handedly including receive & dispatch of communications. He is hard working, conscientious and vary meticulous his duties.

In view of steep rise of the work load, a special remuneration of Rs. 1,000/- (Rupees One thousand) only per month may kindly be considered for payment to Sri Sasanka Sekhar Marik.

Submitted for kind approval.

Director, SUDA


Project Officer
Health, SUDA
09.07.14.

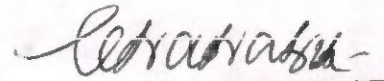
Sub: Utilising service of Sri Goutam Sarkar, DEO, SUDA as Office Assistant for UIDSSMT works and Special BRGF programme

It may be pointed out that various papers and correspondences including MPRs, QPRs, UCs, matter related to comparative statement etc. are sent to the undersigned from Office after the same are endorsed by Director. It is rather becoming difficult to tackle with the paper works since important papers and correspondences are almost huge in numbers. For proper filing and record keeping after necessary action by the undersigned it is proposed that service of Sri Goutam Sarkar may be utilised as office assistant also and for this a monthly special remuneration to the tune of Rs. 1,000/- may kindly be considered for payment.

Dir

Financial
Adviser (FA)

& E.O Add.
Director, SUDA



B. Chakraborti 30.6.14
Technical Adviser, SUDA

Sub : Payment of special remuneration

With arrival of the new NULM programme, the range of work in NULM/ SJSRY section has widened considerably leading to substantial increase of work load therein. The transition process from erstwhile SJSRY to NULM has increased the work load further. Sri Joy Guha, office assistant linked to the section is now required to perform not only all jobs pertaining to NULM but is also required to complete all pending works of SJSRY within the specific time schedule which are considered mandatory by GOI for the purpose of transition to the new NULM programme. Very often Sri Joy Guha is required to stay in office far beyond office hours to complete the jobs entrusted to him and also attend office on official holidays if need so arises. In view of the steep rise in the work load in the NULM/ SJSRY section, a special remuneration of Rs.1000/- per month may kindly be considered for payment to Sri Joy Guha.

Advisor

Progress made vis-à-vis General Milestones

- West Bengal State Urban Livelihood Mission (WBSULM) constituted vide memo no. 227/MA/C-10/3S-30/2013 dt. 18/03/2014 by Govt. of West Bengal.
- Director, State Urban Development Agency has been designated as the Mission Director of SULM/ SMMU.
- Governing Council (GC) has been constituted vide notification No.476/MA/P/C-10/3S-30/2013 dt.27.06.2014 of Municipal Affairs Department, Govt. of West Bengal.
- Executive Committee (EC) has been formed vide notification No.477/MA/P/C-10/3S-30/2013 dt.27.06.2014 of Municipal Affairs Department, Govt. of West Bengal.
- TAG at state level to be formed within Sept.14 as per AAP.

Progress made vis-à-vis General Milestones

- A State Level Selection Committee vide notification No.478/MA/P/C-10/3S-30/ 2013 dt.27.06.2014 has been constituted under the Chairmanship of Mission Director, SULM.
- Appointment/ designation of City Project Officer in each ULB/ City will be made shortly on the basis of recommendation of State Level Selection Committee.
- Urban Local Bodies will implement NULM at the Town level. Mission Document and operational guidelines have already been circulated to all the ULBs covered under NULM.

State Urban Development Agency, Health Wing, West Bengal

Sub. : Proposal for granting consolidated pay instead of daily rate pertaining to Shri Sasanka Sekhar Marik, Data Entry Operator of HHW Scheme in 11 Non-KMA ULBs.

Placed below is the copy of order of the Dept. of Municipal Affairs bearing no. 587/MA/C-10/3S-28/2007 dt. 30th May, 2007, where tenure of HHW Scheme in 11 Non-KMA ULBs has been extended for a further period of one year with effect from 01.04.2007 to 31.03.2008.

All the existing personnel of CCC i.e. Medical Specialist, Accounts Officer, MIES Officer and Clerk cum Storekeeper are continuing their services on a consolidated pay excepting Shri Sasanka Sekhar Marik who is working as Data Entry Operator on daily rate basis since launching of the HHW Scheme in February, 2004. Before that he worked under RCH Sub-Project, Asansol. The Note Sheet on extension of tenure of Central Co-ordinating Cell dt. 19.03.2007 is enclosed. (#)

The performance of Shri Sasanka Sekhar Marik is excellent not only as Data Entry Operator but also in other sphere of office work i.e. maintaining records of physical and financial aspects of the programmes, accounts in Tally 7.2 version, HMIS database, power point presentation for training programme and meeting, overhead projector sheet preparation and the like. Moreover, he is the only one person who is expert in Bengali typing, has been involved in typing of all documents / letters in Bengali not only for Health Wing, SUDA but also for other sectors as and when entrusted. He works not only for the HHW Scheme but also for all the existing Health Programmes namely IPP-VIII (Extn.), RCH Sub-Project, Asansol, Community Based Primary Health Care (CBPHC) Services in 63 Non-KMA ULBs. At the crucial stage of implementation of CBPHC in 63 Non-KMA ULBs, Health Wing, SUDA having less than minimum requirement of staff, Shri Marik has shouldered the enormous task of clerical works single handedly with pleasing gesture. He is hard working, conscientious and very meticulous in performing his duties.

Under the circumstances stated above, the proposal for granting consolidated pay to Shri Sasanka Sekhar Marik at per with existing pay for such category, may be considered sympathetically with effect from July, 2007. The budget estimate of HHW scheme for FY 2007-08 is quite adequate to meet up his pay.

Submitted for favour of kind consideration and granting order please.

[Signature]
13.07.07

Notes foregoing.
Considering the performance of Shri S.S. Marik

*C/P - ①

① C/P - ②

U.O MO - SUDA - Health
63 ULBs / 27/28
Dt. 13.07.07
Director, SUDA

Who has been working as Data Entry Operator of Health Wing of SUDA on daily rated basis may be engaged on contract basis on a monthly consolidated pay of Rs. 5000/- ref 01.08.07. Since he is paid out of the fund earmarked for HHW scheme in 11 non-KMCD UCBs, which has been extended 31.03.08, his tenure of engagement may be upto the said period. Other terms and conditions of his engagement may be same as already approved for other Data Entry Operators of SUDA vide order dt. 20.6.07.

Submitted for favours of approval.

Chintan
13/07/07

[Signature]
18/07/07
18/07/07

✓ as already approved in case of Data Entry Operator of SUDA vide order dt. 20.6.07 at Slg A.

✓ Slg A

[Signature]
Chairman, SUDA

I.O. No. SUDA-67/2006/109
dated 13.7.07



myc
[Signature] HA.

Dr. (SUDA)
[Signature]
H.C.B. 23/07

2/11

STATEMENT OF INCOME FOR THE FINANCIAL YEAR 2010-2011

(to be furnished by 13th December, 2010 positively)

NAME **SASANKA SEKHAR MARIK**
 DESIGNATION **DATA ENTRY OPERATOR**
 PAN NO. **BDTPM 8600D**

SEX **M/F**

Senior Citizen : **Y / N**

	Rs.	Rs.	Rs.	Rs.
1 Gross Salary				1,10,188.00
2 Less: Allowance to the extent exempt under section 10				
3 Balance (1 - 2)				
4 Deductions:				
a) Standard Deduction				
b) Entertainment Allowance				
c) Tax on Employment				1,160.00
5 Aggregate of 4(a to c)				1,09,028.00
6 Income Chargeable under the head Salaries(3 - 5)				
7 Add: Any other income reported by the employee				
a) Bank & Other Interest				-
b) Interest accrued on NSCs/Bonds				-
c) Interest on House Building Loan (-)				-
Total of other income				1,09,028.00
8 Gross Total Income (6 + 7)				
9 Deductions under Chapter VIA				
a) Under Section 80C				
i) GPF				
ii) G I				
iii) PPF				
iv) LIC Premium				
v) HBL (Principal)				
vi) Accrued int. on NSC				
vii) NSC Purchased				
viii) Tution Fees				
ix) PLI				
x) L.I.C. Jivan Suraksha				
xi) Infrustructure Bond				
Total amount deductible under 80C (Maximum Rs. 1,00,000/- for (i to x) above) and for item no. xi Maximum Rs. 20,000/- only				7,644.00
b) Mediclaim (Sec-80D)				
c)				
d)				
e)				
	Gross Amount	Qualifying Amount	Deductible Amount	
	7,644.00	-	7,644.00	

(contd.)

		Rs.	Rs.	Rs.	Rs.
		Gross Amount	Qualifying Amount	Deductible Amount	
10	Aggregate of deductible amount under Chapter VIA				7,64,400
11	Total Income (8-10) Total Income rounded off				1,01,38,400
12	Tax on total Income: for Male Assessee below 65Yrs for Female Assessee below 65Yrs for All Assessee above 65Yrs				NIL
13	(I) Tax Payable (II) Add Education Cess 3% on Tax Payable Total Tax Payable {(I)+(II)}				NIL
14	Relief Under section 89 (attach details)				NIL NIL
15	Less : Tax deducted at source upto				NIL
16	Less : Self assessed Advance Tax Paid into bank (Attach documents)				NIL
17	Balance Tax Payable / Refundable (13 - 14 - 15 - 16)				NIL

Certified that :

- 1 House Rent paid during the financial year 2010-2011 is Rs.
- 2 I am living in own house/rented house
- 3 Payment under section 80D made by cheque.
- 4 Insurance Premium paid during the financial year does not include Late fees/fines etc.
- 5 Savings have been made out of income chargeable of tax
- 6 Documents of investments already made (as specified in item no. 9, excepting those reflected in pay bills) are attached.
- 7 All proposed investments (as specified in item no. 9) will be made within February-2011 and copies of such documents will be produced before disbursement of salary of Feb. 2011

List of Enclosures for Investments, Interests etc.

- 1
- 2
- 3
- 4
- 5
- 6

Sasanka Sekhar Marik
Signature

Sasanka Sekhar Marik
Full Name

Data Entry Operator
Designation

Address

State Urban Development Agency
ILGUS Bhawan
He Block, Sector - III,
Salt Lake
Kolkata - 700106.

To
Director, SUDA
State Urban Development Agency
HC Block, Sector-III
Kolkata - 700106.

বিষয় : মাসিক ডেওয়া (D.A.) দেওয়ার জন্য অনুরোধ,
[Through Proper channel]
Form No. 10
10/12/09

শ্রদ্ধা,

প্রিয়মহোদয়, আপনাকে বিনুবাদ জানাই, ~~০০~~ জোড়েশ্বর, ০৭
মোক আমায় বেতন বৃদ্ধি করার জন্য, নিকটু ম্যাজিস্ট্রেট, আপনিক
অন্যান্য বেতন অফিস/ অফিসারদের মাও আমাকেও নিয়োগ করেছেন
বেতন সুড়াবে - 'ডাভে-চিল্ড অপারেশন' নিয়ম, এছাড়াও আমাকে
কম-সেভেরিটিপার' জন্য অতিরিক্ত নসিফু নিয়মে ০১/০৭/০৭
মোক, 'ডাভে-চিল্ড অপারেশন' এবং 'কম-সেভেরিটিপার' ~~কাজ~~
কাজ ছাড়াও মখন যেমন প্রোগ্রাম কা, না চাইতে করতে হয়।
এছাড়াও ৭ টি বেতন প্রোগ্রাম (CBPHCS, HHW Scheme, EUPM,
ESIP, IPP-VIII, IPP-VIII (Extn) ও RCH, Annual) - ~~Account~~ Accounts
এর নিয়ম, Budget তৈরী করা, SOE, U.C তৈরী করা ইত্যাদি অর্থাৎ
Accounts-এর সমস্ত কাজেরও আমাকে দিয়ে করানো হয়।
এছাড়াও Filing করা, Xerox করা (মখন যেমন প্রোগ্রাম), Dispatch
কাজ মেথরও আমাকে করতে হয়, এছাড়া ISY-এর পরিদর্শন তৈরীও
আমাকে করতে হয়।

ROPA, ২০০৭ অনুযায়ী, জোড়েশ্বর, ২০০৭ মোক বেতন সুড়ার
অফিস/ অফিসারদের বেতন দেওয়া হাটু Basic + DA
নিয়ম। নিকটু অফিস সুড়াই, ২০০০ মোক সুড়াবে এবং জোড়েশ্বর, ২০০২
মোক বেতন সুড়াবে কাজ করা অফিস আমাকে কেবলমাত্র Basic
বেতনই দেওয়া হাটু, DA দেওয়া হাটু না।

পরবর্তী পৃষ্ঠায়

ওই আপনাত্মক কাগজে আমার উল্লেখ অনুসরণে যে, আমাকে
বেশী, সুখসহে নিম্নোক্ত সাবেও চ.স. (মহাশয় জে.স.) থেকে যেন
সিদ্ধান্ত না করেন, ওই সিদ্ধান্ত এক্ষুণে বিবেচনা করিবেন অন্তিমায়
সুখসহে অন্তিম 'ডা.স. অক্ষয় অপারেশন' - দের মধ্যে আমাকেও
যদি সুখসহে নিম্নোক্ত করেন, ওহলে আমি আপনাত্মক কাগজে
নিচরিত্বও মারিব।

নমস্কারান্তে,

০২/১২/২০০১

আপনাত্মক বিস্ময়
সামান্য মেধার মারিক
বেশী, সুখসহে.