

Job Placement Training Schedule for FTSS under CBPHC

Day	10.30 a.m. to 1.00 p.m.	1.00 p.m. to 2.00 p.m.	2.00 p.m. to 5 p.m.
Day 1 22/03/2010	<ul style="list-style-type: none"> • Registration • Inauguration • Pre-training evaluation • Introduction on the scheme objectives, Target group, organisational structure • Duties + responsibilities of FTS – detailing. <i>By Dr. S. Goswami</i> 	Recess	<ul style="list-style-type: none"> • Reproductive Health of adolescents & women / Maternal Health. • Family Planning – importance, acceptance, methods • <i>By Dr. G.De</i>
Day 2 23/03/2010	<ul style="list-style-type: none"> • Under Five child health • Growth monitoring • Food and Nutrition <i>By Miss Namrta Mallick</i> 		<ul style="list-style-type: none"> • Vital statistics- <i>By . Dr. S. Talukdar</i> • Documentation – Registers / Cards to be maintained at SC and exercise on documentation. • Dr. S. Talukdar
Day 3 24/03/2010	<ul style="list-style-type: none"> • Diarrhoea- Dr. Sunanda Basu • RNTCP, NLEP, NBCP, NMCP, NFCP <ul style="list-style-type: none"> • STD/HIV/AIDS- • <i>Dr. S. Basu</i> 		<ul style="list-style-type: none"> • VPD – Immunization, cold chain, Action Plan- Dr. S. Talukdar • Acute Respiratory infection -Dr. Sunanada Basu
Day 4 25/03/2010	<ul style="list-style-type: none"> • IEC – Principle, general and specific materials & media • Technique of group discussion with community • Group management <i>By Dr. S. Talukdar</i> 		<ul style="list-style-type: none"> • Discussion & exercise on Family schedule • <i>Mr. A. K. Saha</i> <ul style="list-style-type: none"> • <i>JSY- Dr. G. De</i> • Discussion & exercise on HMIS • <i>By Mr. A. K. Saha</i>
Day 5 26/03/2010	<ul style="list-style-type: none"> • HMIS recapitulation- <i>By Mr. A. K. Saha</i> • Monitoring and supervision Ward / SC <i>By Dr. S. Talukdar</i> 		<ul style="list-style-type: none"> • Open session . • Post training evaluation • Valedictory session. <i>By Dr. S.Goswami.</i>

SUDA**STATE URBAN DEVELOPMENT AGENCY****HEALTH WING****"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No
SUDA-Health/531(Pt.I)/08/687Date**11.03.2010****From : Director, SUDA****To : The Chairman
Bongaon / Dalkhola Municipality****Sub. : Training for First Tier Supervisors (11th batch) under CBPHCS
during 22-26 March, 2010.****Sir,**

As you have completed selection of FTSS at your ULB, job placement training for the FTSS is scheduled at SUDA from 22- 26 March, 2010.

The ULB-wise number of FTSS have been called for the said training is indicated below :

Sl.No.	ULB	No. of FTSS
1	Bongaon	Remaining 02
2	Dalkhola	03

The participants will be provided with Hostel accommodation at SUDA campus along with fooding.

You are requested to confirm their participation by 18th March, 2010 to the Project Officer, Health Wing, SUDA through FAX no. 033 2358 5800 / 2334 7805.

Actual Expenditure in respect of to and fro journey of the participants to be borne by you out of CBPHCS fund and to be booked under the A/C head "Training".

Thanking you.

Dr. G. De -
Dr. S. Talukder
Dr. S. Basu -
MIES Officer -
P.O. (Jd.)For taking further
n/a.

12.03.10

Yours faithfully,

Director, SUDA

Tel/Fax No.: 359-3184

OFFICE OF THE DALKHOLA MUNICIPALITY
P.O. - DALKHOLA, DIST. - UTTAR DINAJPUR
Ph. - (03525) 256259,257650



Memo No. 176.

Date: - 18/03/10

From : The Chairman,
Dalkhola Municipality

To : The Joint Director
ILGUS
Govt. of West Bengal
ILGUS Bhavan
HC Block, Sector - III
Kolkata - 700106

Sub: Reservation for Room.

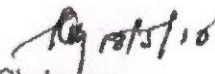
Madam,

I would like to inform you that Sri Subhadip Nandy, Sanitary Inspector, Dalkhola Municipality and 03 (Three) nos. HHWs will reach Kolkata on 22/03/10 and S.I. stay on 22/03/09 and HHWs stay from 22/03/10 to 26/03/10 for training purpose.

I would glad if you kindly make necessary reservation of one room for S.I. and three room for HHWs in the ILGUS house, Kolkata for the above mentioned date.

Thanking you.

Yours Sincerely


Chairman
Dalkhola Municipality

STD Code No. : 03215

Phone : 255021

Fax : 257641

Office of the Bongaon Municipality

BONGAON, NORTH 24 PARGANAS.

SRI PRASANTA BALA
Chairman



Ref. No. : Memo no B.M - 922

Dated : 15.03.10

To
The Project Officer
Health Wing, SUDA
ILGUS Bhavan,
H-C Block, Sector - III
Bidhannagar
Kolkata - 700 091

Sub: Training for First Tier Supervisors (11th batch) under CBPHCS during 22-26 March'2010.

Sir / Madam,

As per your letter Ref.No.-SUDA-Health/531/(pt-I)/08/687 dated-11.03:2010, I am sending the names of the selected remaining FTS's for the training which will be held on and from 22nd to 26th March'2010 at your complex.

Hope you will take necessary action to provide with hostel accommodation at SUDA campus along with fooding.

Thanking you

Names of the FTS

1. Jyotsna Hira (Sarkar), Ward No.-10
2. Khuku Chowdhury, Ward No.-11

Yours faithfully

Prasanta Bala

Chairman

15.3.2010

Bongaon Municipality



15/3/10

SUDA**STATE URBAN DEVELOPMENT AGENCY****HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA-Health/531(Pt.I)/08/687**Date **11.03.2010****From : Director, SUDA****To : The Chairman
Bongaon / Dalkhola Municipality****Sub. : Training for First Tier Supervisors (11th batch) under CBPHCS
during 22-26 March, 2010.****Sir,**

As you have completed selection of FTSs at your ULB, job placement training for the FTSs is scheduled at SUDA from 22- 26 March, 2010.

The ULB-wise number of FTS have been called for the said training is indicated below :

Sl. No.	ULB	No. of FTSs
1	Bongaon	Remaining 02
2	Dalkhola	03

The participants will be provided with Hostel accommodation at SUDA campus along with fooding.

You are requested to confirm their participation by 18th March, 2010 to the Project Officer, Health Wing, SUDA through FAX no. 033 2358 5800 / 2334 7805.

Actual Expenditure in respect of to and fro journey of the participants to be borne by you out of CBPHCS fund and to be booked under the A/C head "Training".

Thanking you.

Yours faithfully,

[Signature]
11/3/10
Director, SUDA

SUDA**STATE URBAN DEVELOPMENT AGENCY****HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA-Health/531(Pt.I)/08/687**Date **11.03.2010****From : Director, SUDA****To : The Chairman
Bongaon / Dalkhola Municipality****Sub. : Training for First Tier Supervisors (11th batch) under CBPHCS
during 22-26 March, 2010.****Sir,**

As you have completed selection of FTSs at your ULB, job placement training for the FTSs is scheduled at SUDA from 22- 26 March, 2010.

The ULB-wise number of FTS have been called for the said training is indicated below :

Sl. No.	ULB	No. of FTSs
1	Bongaon	Remaining 02
2	Dalkhola	03

The participants will be provided with Hostel accommodation at SUDA campus along with fooding.

You are requested to confirm their participation by 18th March, 2010 to the Project Officer, Health Wing, SUDA through FAX no. 033 2358 5800 / 2334 7805.

Actual Expenditure in respect of to and fro journey of the participants to be borne by you out of CBPHCS fund and to be booked under the A/C head "Training".

Thanking you.

Dr. G. Dc.
Dr. S. Talukder
Dr. S. Banerjee
MIES Officer
FO (H)

For taking further n/a
12.03.10

Yours faithfully,

Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

**HEALTH WING
"ILGUS BHAVAN"**

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

Ref No. SUDA-Health/531/09/688

Date 11.03.2010

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

**To : Shri Rana Roy
Jt. Director, ILGUS
ILGUS Bhawan
HC Block, Sec- III, Salt Lake,
Kolkata - 700106.**

Sub. : Booking for accommodation of 05 nos. of rooms at the ILGUS Hostel and Conference Hall during 22.03.2010 to 26.03.2010 at ILGUS in connection with job placement training of First Tier Supervisors (FTSs) under CBPHCS.

Sir,

This is to inform you that the residential job placement training of First Tier Supervisors (FTSs) is scheduled by Health Wing, SUDA during 22 - 26.03.2010.

Hence, you are requested kindly to instruct your office to make necessary arrangement for booking of 05 (Five) nos. of rooms at ILGUS Hostel and Training Hall at ILGUS during the period as mentioned above.

Thanking you.

Yours faithfully,


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/531/08/553(2)**Date**08.01.2010****From : Director, SUDA****To : The Chairman
Dhulian / Panskura Municipality****Sub. : Engagement of FTSs and subsequent filling up of the resultant
Vacancies of regular HHWs from the panel candidates under
Community Based Primary Health Care Services.****Sir,**

The Trainee First Tier Supervisors of your ULB have successfully completed the job orientation training held at SUDA during 04-08 January, 2010.

Hence, the trainee FTSs now be engaged as regular FTSs with effect from 11th January, 2010. The FTSs will be in position at the Sub-Centre for the purpose of strengthening primary health care activities. The job responsibility chart is enclosed. Each FTS is entitled to get Honorarium @ Rs. 2,170/- (Rupees Two thousand one hundred seventy) only per month. The expenditure is to be booked under the A/C head "Honorarium for grass-root level functionaries-FTS".

The resultant vacancies of the HHWs who have been upgraded to FTSs, are to be filled up from the panel candidates of HHWs with effect from 11.01.2010. These HHWs be suitably deployed accordingly as regular HHWs. Each of these HHWs is entitled to get Honorarium @ Rs. 2,000 (Rupees Two thousand) only per month. The expenditure is to be booked under the A/C head "Honorarium for grass-root level functionaries-HHW".

A feed back in respect of engagement of FTSs and newly engaged HHWs (along with their names) in the resultant vacancies is to be forwarded to the undersigned by 15.01.2010 for office records.

Thanking you.

Encl. : As stated.

o/e

Yours faithfully,**Director, SUDA**

Contd. to P-2.

- 2 -

SUDA-Health/531/08/553(2)/1(2)

Dt. .. 08.01.2010

Copy forwarded for kind information to :

DM, Murshidabad / Medinipur (East) District



Director, SUDA

SUDA-Health/531/08/553(2)/2(2)

Dt. .. 08.01.2010

Copy forwarded for kind information to :

CMOH, Murshidabad / Medinipur (East) District



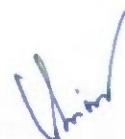
Director, SUDA

SUDA-Health/531/08/553(2)/3(3)

Dt. .. 08.01.2010

Copy forwarded for information to :

- 1. Project Officer, Health, SUDA**
- 2. Finance Officer, SUDA**
- 3. Finance Officer, Health, SUDA**



Director, SUDA

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING
"ILGUS BHAVAN"

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

Ref No.

Date

SUDA-Health/531/08/438(4)

11.11.2009

From : Director, SUDA

**To : The Chairman
Dhupguri / Gobardanga / Islampur / Sonamukhi Municipality**

**Sub. : Engagement of FTSs and subsequent filling up of the resultant
Vacancies of regular HHWs from the panel candidates under
Community Based Primary Health Care Services.**

Sir,

The Trainee First Tier Supervisors of your ULB have successfully completed the job orientation training held at SUDA during 26-30 October, 2009.

Hence, the trainee FTSs now be engaged as regular FTSs with effect from 16th November, 2009. The FTSs will be in position at the Sub-Centre for the purpose of strengthening primary health care activities. The job responsibility chart is enclosed. Each FTS is entitled to get Honorarium @ Rs. 2,170/- (Rupees Two thousand one hundred seventy) only per month. The expenditure is to be booked under the A/C head "Honorarium for grass-root level functionaries-FTS".

The resultant vacancies of the HHWs who have been upgraded to FTSs, are to be filled up from the panel candidates of HHWs with effect from 16.11.2009. These HHWs be suitably deployed accordingly as regular HHWs. Each of these HHWs is entitled to get Honorarium @ Rs. 2,000 (Rupees Two thousand) only per month. The expenditure is to be booked under the A/C head "Honorarium for grass-root level functionaries-HHW".

A feed back in respect of engagement of FTSs and newly engaged HHWs (along with their names) in the resultant vacancies is to be forwarded to the undersigned by 27.11.2009 for office records.

Thanking you.

Encl. : As stated.

Yours faithfully,



Director, SUDA

Contd. to P-2.

SUDA-Health/531/08/438(4)/1(4)

Dt. .. 11.11.2009

Copy forwarded for kind information to :

DM, Jalpaiguri / North 24 Parganas / Uttar Dinajpur / Bankura District



Director, SUDA

SUDA-Health/531/08/438(4)/2(4)

Dt. .. 11.11.2009

Copy forwarded for kind information to :

CMOH, Jalpaiguri / North 24 Parganas / Uttar Dinajpur / Bankura District



Director, SUDA

SUDA-Health/531/08/438(4)/3(3)

Dt. .. 11.11.2009

Copy forwarded for kind information to :

- 1. Project Officer, Health, SUDA**
- 2. Finance Officer, SUDA**
- 3. Finance Officer, Health, SUDA**

o/c



Director, SUDA

প্রথম সারির পরিদর্শিকার (First Tier Supervisor) কাজের দায়িত্ব

- স্বেচ্ছাসেবী স্বাস্থ্যকর্মী স্তরে সব কাজকর্ম সম্বন্ধে ওয়াকিবহাল থাকা।
- তার দায়িত্বে থাকা স্বেচ্ছাসেবী স্বাস্থ্যকর্মীদের কাজকর্ম পরিদর্শন করা। মাঝেমাঝেই ফিল্ড ভিজিট করা।
- ১৫ দিন অন্তর সাব-সেন্টারে সব স্বাস্থ্যকর্মী নিয়ে মিটিং করা।
- স্বাস্থ্যকর্মীদের দ্বারা পূরণ করা ফ্যামিলি সিডিউল চেক করা।
- স্বেচ্ছাসেবী স্বাস্থ্যকর্মীদের কাছ থেকে পাওয়া পাক্ষিক রিপোর্টগুলি পরীক্ষা করা, ত্রুটি সংশোধন করা ও একত্রিত করে সাব-সেন্টারের জন্য একটি রিপোর্ট বানানো। সাব-সেন্টারের মাসিক রিপোর্ট পুরসভার ম্যানেজমেন্ট ও সুপারভিশন সেলের কাছে পাঠানো।
- বিভিন্ন সচেতনতা প্রোগ্রামের আয়োজন করা।
- বিষয় ও সময়সূচী অনুযায়ী সাব-সেন্টারে বিভিন্ন পরিষেবার ব্যবস্থা করা।
- সাব-সেন্টারে ওষুধপত্র ও পরিষেবার অন্যান্য সামগ্রী রাখার ব্যবস্থা করা।
- সাব-সেন্টারে বিভিন্ন ক্লিনিকে মেডিক্যাল অফিসারকে সাহায্য করা।
- সকল রোগীদের চিকিৎসার ব্যবস্থা করা ও প্রয়োজনমত রোগীদের অনুমোদিত চিকিৎসা দেওয়া।
- জটিল রোগীদের চিকিৎসার জন্য যথাযথ স্থানে পাঠানোর ব্যবস্থা করা।
- সংক্রামক ব্যাধির নজরদারী করা ও রোগ সংক্রমণ প্রতিরোধে যথাযথ ব্যবস্থা নেওয়া।
- এইচ.এইচ.ডব্লিউ.-র থেকে ইমুনাইজেশনের গ্রাহক তালিকা সংগ্রহ করা, ইমুনাইজেশন ক্লিনিকে যে যে সম্ভাব্য গ্রাহক আসে নি, তাদের তালিকা তৈরী করে এইচ.এইচ.ডব্লিউ.-কে দেওয়া, যাতে হোম ভিজিটের সময় তদারকি করতে পারে এবং পরের ক্লিনিকে এদের আনার জন্য যথাযথ ব্যবস্থা নিতে পারে।
- বিভিন্ন ট্রেনিং, কর্মশালা, মিটিং-এ যোগদান করা।
- রাজ্য সরকারের বিভিন্ন স্বাস্থ্য সম্বন্ধীয় প্রোগ্রামে অংশ নেওয়া।
- মাতৃ মৃত্যু বা শিশু মৃত্যুর খবর পেলে সেই ব্লকে গিয়ে খবরের সত্যতা যাচাই করা।
- রেকর্ড ও রেজিস্টারগুলি ঠিকমতো বানানো ও রক্ষণাবেক্ষণ করা, যথা - ক্লিনিক রেজিস্টার, ষ্টক রেজিস্টার, ভ্যাকসিন রেজিস্টার, এ.এন.সি./পি.এন.সি. রেজিস্টার ইত্যাদি।

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING
"ILGUS BHAVAN"

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

Ref No.
SUDA-Health/531/08/427(4)

Date
30.10.2009

From : Director, SUDA

**To : The Chairman
Dhupguri / Gobardanga / Islampur / Sonamukhi Municipality**

**Sub. : Engagement of FTSs and subsequent filling up of the resultant
Vacancies of regular HHWs from the panel candidates under
Community Based Primary Health Care Services.**

Sir,

The Trainee First Tier Supervisors of your ULB have successfully completed the job orientation training held at SUDA during 26-30 October, 2009.

Hence, the trainee FTSs now be engaged as regular FTSs with effect from 3rd November, 2009. The FTSs will be in position at the Sub-Centre for the purpose of strengthening primary health care activities. The job responsibility chart is enclosed. Each FTS is entitled to get Honorarium @ Rs. 2,170/- (Rupees Two thousand one hundred seventy) only per month. The expenditure is to be booked under the A/C head "Honorarium for grass-root level functionaries-FTS".

The resultant vacancies of the HHWs who have been upgraded to FTSs, are to be filled up from the panel candidates of HHWs with effect from 03.11.2009. These HHWs be suitably deployed accordingly as regular HHWs. Each of these HHWs is entitled to get Honorarium @ Rs. 2,000 (Rupees Two thousand) only per month. The expenditure is to be booked under the A/C head "Honorarium for grass-root level functionaries-HHW".

A feed back in respect of engagement of FTSs and newly engaged HHWs (along with their names) in the resultant vacancies is to be forwarded to the undersigned by 10.11.2009 for office records.

Thanking you.

Yours faithfully,

Enclo. : As stated.

Director, SUDA

Contd. to P-2.

SUDA-Health/531/08/427(4)/1(4)

Dt. .. 30.10.2009

Copy forwarded for kind information to :

DM, Jalpaiguri / North 24 Parganas / Uttar Dinajpur / Bankura District

Director, SUDA

SUDA-Health/531/08/427(4)/2(4)

Dt. .. 30.10.2009

Copy forwarded for kind information to :

CMOH, Jalpaiguri / North 24 Parganas / Uttar Dinajpur / Bankura District

Director, SUDA

SUDA-Health/531/08/427(4)/3(3)

Dt. .. 30.10.2009

Copy forwarded for kind information to :

- 1. Project Officer, Health, SUDA**
- 2. Finance Officer, SUDA**
- 3. Finance Officer, Health, SUDA**

Director, SUDA

**Job Placement Training Schedule
for
FTSs under CBPHC**

Day	10.30 a.m. to 1.00 p.m.	1.00 p.m. to 2.00 p.m.	2.00 p.m. to 5 p.m.
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Day 2 27/10/2009	<ul style="list-style-type: none"> • Under Five child health • Growth monitoring- Ms. <i>Namrata Mallick</i> • Diarrhoea- Dr. Sunanda Basu • Food and Nutrition <i>By Dr. Sunanda Basu</i> 		<ul style="list-style-type: none"> • STD/HIV/AIDS- Guest Lecture • VPD – Immunization, cold chain- Dr. S. Talukdar • Acute Respiratory infection <i>Dr. Sunanda Basu</i>
Day 3 28/10/2009	<ul style="list-style-type: none"> • RNTCP, NLEP, NBCP, NMCP, NFCP • Vital statistics- <i>By . Dr. S. Talukdar</i> 		<ul style="list-style-type: none"> • Discussion & exercise on Family schedule • <i>Mr. A. K. Saha & Dr. S. Talukdar</i>
Day 4 29/10/2009	<ul style="list-style-type: none"> • IEC – Principle, general and specific materials & media • Technique of group discussion with community • Group management <i>By J. Chakraborty</i> 		<ul style="list-style-type: none"> • Discussion & exercise on HMIS • Documentation – Registers / Cards to be maintained at SC and exercise on documentation. • <i>By Mr. A. K. Saha & Dr. G. Dey</i>
Day 5 30/10/2009	<ul style="list-style-type: none"> • Family schedule & HMIS recapitulation- <i>By Mr. A. K. Saha & Dr. G. Dey</i> • Monitoring and supervision at Block / Ward / Sub centre level <i>By Dr. S. Talukdar</i> 		<ul style="list-style-type: none"> • Discussion session in different queries • Post training evaluation • Valedictory session. <i>By Dr. S. Goswami</i>

- 2 -

SUDA-Health/531/08/427(4)/1(4)

Dt. .. 30.10.2009

Copy forwarded for kind information to :

DM, Jalpaiguri / North 24 Parganas / Uttar Dinajpur / Bankura District

Director, SUDA

SUDA-Health/531/08/427(4)/2(4)

Dt. .. 30.10.2009

Copy forwarded for kind information to :

CMOH, Jalpaiguri / North 24 Parganas / Uttar Dinajpur / Bankura District

Director, SUDA

SUDA-Health/531/08/427(4)/3(3)

Dt. .. 30.10.2009

Copy forwarded for kind information to :

- 1. Project Officer, Health, SUDA**
- 2. Finance Officer, SUDA**
- 3. Finance Officer, Health, SUDA**

Director, SUDA

- 2 -

SUDA-Health/531/08/427(4)/1(4)

Dt. .. 30.10.2009

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Director, SUDA

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Director, SUDA

- 2 -

SUDA-Health/531/08/427(4)/1(4)

Dt. .. 30.10.2009

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Director, SUDA

SUDA-Health/531/08/427(4)/2(4)

Dt. .. 30.10.2009

Copy forwarded for kind information to :

CMOH, Jalpaiguri / North 24 Parganas / Uttar Dinajpur / Bankura District

Director, SUDA

Dt. .. 30.10.2009

SUDA-Health/531/08/427(4)/3(3)

Copy forwarded for kind information to :

- 1. Project Officer, Health, SUDA**
- 2. Finance Officer, SUDA**
- 3. Finance Officer, Health, SUDA**

Director, SUDA

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

Ref No.

SUDA-Health/06 Pt-I/08/400 (4)

Date

15.10.2009

From : Director, SUDA**To : The Chairman
Dhupguri / Gobardanga / Islampur/Sonamukhi Municipality****Sub. : Training for First Tier Supervisors (9th batch) under CBPHCS
during 26-30th October, 2009****Sir,**

As you have completed selection of FTSs at your ULB, job placement training for the FTSs is scheduled at SUDA from 26- 30th October, 2009.

The ULB-wise number of FTS have been called for the said training is indicated below:

Sl.No.	ULB	No. of FTSs
1	Dhupguri	43
2	Gobardanga	4
3	Islampur	4
4	Sonamukhi	1

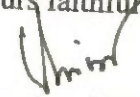
The participants will be provided with Hostel accommodation at SUDA campus along with fooding.

You are requested to confirm their participation by 21st October, 2009 to the Project Officer, Health Wing, SUDA through FAX no. 033 2358 5800.

Actual Expenditure in respect of to and fro journey of the participants to be borne by you out of CBPHCS fund and to be booked under the A/C head "Training".

Thanking you.

Yours faithfully,


Director, SUDA

SUDA-Health/06 Pt-I/08/400

15.10.2009

- 1. Project Officer, Health, SUDA**
- 2. Finance Officer, SUDA**

Director, SUDA

BILL

Phone : 2353-9628

BIPRA TRADERS

12/1, SUREN SARKAR ROAD, KOLKATA-700 010

Bill No. BT/11(01) 2008
Date 17.11.2008

Order No. SUDA-63-ULB/
26/08/2008
Date 17.11.2008

Messrs The Project Officer, Health
S.U.D.A., Salt Lake



Quantity	PARTICULARS	RATE	AMOUNT Rs. P.
20	<p><u>Nos. Books of Training Manuals</u> <u>in Hindi - containing 74 pages</u> <u>including zero, spiral binding</u></p> <p><i>in good Condition</i> <i>specification and</i> <i>entered in Stock Ledger Page</i> <i>No. 62-ULB Page 0017</i></p> <p><i>Receipt of</i> <i>CK-cm Staker</i></p> <p><i>q/s</i> <i>PO SUDAM</i> <i>PO Health SUDA</i> <i>19-01-09</i></p>	77-30 per book	1546-00
<p><u>Rs. one thousand five hundred forty</u> <u>six only</u></p>			<p><u>Passed for payment of Rs. 1546/- (Rupees</u> <u>one thousand five hundred and forty six)</u> <u>only to be debited towards F.B. A/c</u></p>

Challan No. BT/11(01) 08 dt. 17.11.2008

Finance Officer & O. E.
State Urban Development Agency

For **BIPRA TRADERS**

[Signature]

No. BT/11(01)08

CHALLAN

Date 17.11.2008

BIPRA TRADERS

12/1, SUREN SARKAR ROAD, KOLKATA-700 010.

Phone : 23639136

Name The Project Officer, Health

Address SUDA, Salt Lake



Please received the following goods in good order and condition.

Quantity	DESCRIPTION	RATE
----------	-------------	------

20-	nos. Books of Training Manual in Hindi containing 76 pages including zero and spiral binding	
-----	--	--

Order NO. SUDA-63 ULBs/06/08/286
dt. 11.11.2008



Signature
K. K. Saha
17.11.08

Please sign & return

Signature

Signature

BILL

Phone : 2353-9628

BIPRA TRADERS

12/1, SUREN SARKAR ROAD, KOLKATA-700 010

Bill No. BT/11(01) 2018
 Date 17.11.2018

Order No. SUDA-63-UIA/06/08/206
 Date 17.11.2018

Messrs. The Project Officer, Health
S. U. D. A., Salt Lake



Quantity	PARTICULARS	RATE	AMOUNT Rs. P.
20	Mrs. Books of Training Manuals in Hindi - containing 74 pages including 2000, spiral binding	77.30 per Btl	1546-00
<p>delivered in good Condition per specification and entered in Stock Ledger Page No. 3.2.1.2.2.2.2.2.2.2.2.2</p> <p align="center">Inspected by Stockkeeper</p> <p align="center">Rs. one thousand five hundred sixty six only</p>		<p>DUPLICATE</p>	
			TOTAL

Challan No. BT/11(01)08 dt. 17.11.2018

E. & O. E.

For **BIPRA TRADERS**

Gopal Das

No. BT/11(01)08

CHALLAN

Date: 17.11.2008

BIPRA TRADERS

12/1, SUREN SARKAR ROAD, KOLKATA-700 070.

Phone : 23639136

Name The Project Officer, Health

Address SUDA, Salt haka



Please received the following goods in good order and condition.

Quantity	DESCRIPTION	RATE
	<p>20- nos. Books of Training Manual in Hindi containing 76 pages including zone and spiral binding</p> <p>Order No. SUDA-63 ULBS/06/08/286 Dt. 11.11.2008</p>	



Signature of Stockkeeper

Signature and date: 11/11/08

Please sign & return

Signature

Signature of Bipra Soda

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. ...SUDA-63-ULBs/06/08/300(9)

Date28.11.2008

From : Director, SUDA

To : The Chairman
Jhalda / Mathabhanga / Mekliganj / Tufanganj / Mal /
Kurseong / Kalimpong / Dinhata / Chandrakona Municipality

**Sub. : Engagement of FTSs and subsequent filling up of the resultant
Vacancies of regular HHWs from the panel candidates under
Community Based Primary Health Care Services.**

Sir,

The Trainee First Tier Supervisors of your ULB have successfully completed the job orientation training held at SUDA during 24-28 November, 2008.

Hence, the trainee FTSs now be engaged as regular FTSs with effect from 1st December, 2008. The FTSs will be in position at the Sub-Centre for the purpose of strengthening primary health care activities. The job responsibility chart is enclosed. Each FTS is entitled to get Honorarium @ Rs. 1,920/- (Rupees one thousand nine hundred twenty) only per month. The expenditure is to be booked under the A/C head "Honorarium for grass-root level functionaries-FTS".

The resultant vacancies of the HHWs who have been upgraded to FTSs, are to be filled up from the panel candidates of HHWs with effect from 01.12.2008. These HHWs be suitably deployed accordingly as regular HHWs. Each of these HHWs is entitled to get Honorarium @ Rs. 1,750 (Rupees One thousand seven hundred fifty) only per month. The expenditure is to be booked under the A/C head "Honorarium for grass-root level functionaries-HHW".

A feed back in respect of engagement of FTSs and newly engaged HHWs (along with their names) in the resultant vacancies is to be forwarded to the undersigned by 10.01.2009 for office records.

Thanking you.

Enclo. : As stated.

Yours faithfully,

Director, SUDA

Contd. to P-2.

07e

- 2 -

SUDA-63 ULBs/06/08/300(9)/1(5)

Dt. .. 28.11.2008

Copy forwarded for kind information to :

**DM, Purulia / Cooch Behar / Jalpaiguri /
Darjeeling / Medinipur (West) District**

Director, SUDA

SUDA-63 ULBs/06/08/300(9)/2(5)

Dt. .. 28.11.2008

Copy forwarded for kind information to :

**CMOH, Purulia / Cooch Behar / Jalpaiguri /
Darjeeling / Medinipur (West) District**

Director, SUDA

SUDA-63 ULBs/06/08/300(9)/3(3)

Dt. .. 28.11.2008

Copy forwarded for kind information to :

- 1. Project Officer, Health, SUDA**
- 2. Finance Officer, SUDA**
- 3. Finance Officer, Health, SUDA**

Director, SUDA

OFFICE OF THE COUNCILORS OF
KURSEONG MUNICIPALITY
KURSEONG

Dr. Dakta
11-11-08

Memo No. 771/A/S/108

Dated the 08/11/08

From,
Shri. Krishna Limbu,
Chairman
Kurseong Municipality,
Kurseong.

To,
The Project Officer,
Health, SUDA,
H.G.S Bhawan,
H.C. Block, Sector-III,
Kolkata-9



Sub: Selection of FTSS

Sir,

An interview for the selection of 4(four) First Tier Supervisor (FTSS) amongst HHWs was held on 22/10/2008 at 11.30 am in the Municipal Office, Kurseong. The interview was conducted by the Municipal Health & Family Welfare Committee (MHFWC) members in presence of SUDA representative Mr. S.K. Shiri, MIES Officer, Health, SUDA.

The following 4(four) HHWs have been selected as FTSS at the interview:-

S.No.	Name of HHWs	Qualification	Marks obtain out of total Marks 50	Position
1.	Smt. Sova Tarung	Madhyamik Passed	36 ½	1 st
2.	Smt. Sharmila Pradhan	Madhyamik Passed	31 ½	2 nd
3.	Smt. Gita Pradhan	Madhyamik Passed	27 ½	3 rd
4.	Smt. Kalpana Pradhan	Class VIII Passed	26 ½	4 th

The undersigned may please be intimated regarding the time and venue for the training of selected FTSS.

Thanking you.

Yours faithfully,

K. Limbu
08/11/08
Chairman,
Kurseong Municipality,
Kurseong

Copy forwarded for information and necessary action to :-

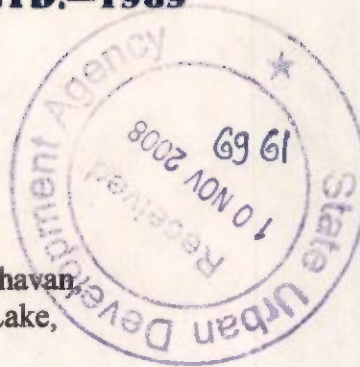
1. Director, SUDA Suda Bhawan, H.C. Block,
Sector-III, Salt Lake City, Kolkata-700106.

K. Limbu
08/11/08
Chairman,
Kurseong Municipality,
Kurseong

Office of the Councillors of Mal Municipality

P. O. MAL, DIST. JALPAIGURI PIN—735221

ESTD.—1989

Ref. No. MM/C/625/2008-09Date 05-11-2008From: The Chairperson,
Mal MunicipalityTo : The Director, SUDA,
(Health Wing), ILLGUS Bhavan,
HC Block, Sector III, Salt Lake,
Kolkata 700106

PO (H)
10/11

Sub: Training of FTSs of Mal Municipality at SUDA
Office from 24.11.08 to 28.11.08.Ref: Your Memo No. SUDA/63ULBs/06/08/261(9)
Dated. 31.10.2008.

Sir,

In reference to the above this is to inform you that under mentioned FTSs of Mal Municipality will attend your Training programme at SUDA Office on & from 24.11.2008 to 28.11.2008. Kindly arrange accommodation of the FTSs at SUDA Campus from 23.11.2008 to 29.11.2008. Sri Monoranjan Mukherjee, Councillor, Mal Municipality has been requested to go with the team for necessary guidance.

Sl No.	Name of the FTSs and Councillor	Designation.
1	Smt. Iti Sutradhar	1 st Tier Sipervisor
2	Smt. Maya Rai	1 st Tier Sipervisor
3	Smt. Anjana Banik (Sharma)	1 st Tier Sipervisor
4	Smt. Anjana Darnal	1 st Tier Sipervisor
5	Sri Monoranjan Mukherjee	Councillor

Your cooperation in the matter is requested.

Thanking you

Yours sincerely

Sgnosh
Chairperson
Mal Municipality

Memo No. MM/C/625(6)/2008-09 Dated. 05.11.2008

Copy forwarded for information to (1) Sri Monoranjan Mukherjee, Councillor (2) Smt. Iti Sutradhar (3) Smt. Maya Rai (4) Smt. Anjana Darnal (5) Smt. Anjana Banik (Sharma). All are requested to attend the training programme on the date & time positively. (6) The Accountant, Mal Municipality. He is requested to pay advance TA from CBPHC Health Fund for performing their journeys.

Sgnosh
Chairperson
Mal Municipality

SUDA

STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

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

Ref No. SUDA-63.ULBs/06/08/286

Date 11.2008.....

From : Dr. Shibani Goswami
Project Officer
Health, SUDA



To : M/S Bipra Traders
12/1, Suren Sarkar Rd.,
Kolkata - 700 010.

Sub. : Work Order for Xeroxing & spiral binding of
training manual in Hindi for FTS under CBPHC.

Ref. : Your quotation bearing no. BT/Q/02(05)/2008 dt. 06.05.2008.

Sir,

Apropos your quotation under reference, you are requested to undertake the job of Xeroxing and spiral binding of 20 (Twenty) nos. of training manual in Hindi for FTSs and to supply to the office of undersigned by 17.11.2008. The work value is Rs. 1,546/-/- (Rupees One thousand five hundred forty six) only.

Thanking you.

Yours faithfully,


Project Officer

Received.
Sanjay Paul.
11/11/2008

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA/63 ULBs/06/08/261(9)**Date **31.10.2008****From : Director, SUDA****To : The Chairman,
Jhalda / Mathabhanga / Mekliganj / Tufanganj / Mal /
Kurseong / Kalimpong / Dinhata / Chandrakona Municipality****Sub. : Training for First Tier Supervisors (8th batch) under CBPHC
during 24th – 28th November, 2008.****Sir,**

As you have completed selection of FTSs at your ULB, job placement training for the FTSs is scheduled at SUDA from 24th – 28th November, 2008.

The number of FTS have been called for the said training is indicated below ULB-wise :-

Sl. No.	Municipality	No. of FTSs	Sl. No.	Municipality	No. of FTSs
1.	Jhalda Municipality	3	6.	Kurseong Municipality	4
2.	Mathabhanga Municipality	3	7.	Kalimpong Municipality	5
3.	Mekliganj Municipality	2	8.	Dinhata Municipality	4
4.	Tufanganj Municipality	3	9.	Chandrakona Municipality	1
5.	Mal Municipality	4			

The participants will be provided with Hostel Accommodation at SUDA Campus along with fooding.

You are requested to confirm their participation by 14th November, 2008 to the Project Officer, Health Wing, SUDA through Fax No. 033-2334-7805.

Actual Expenditure in respect of to and fro journey of the participants are to be borne by you out of CBPHC fund and to be booked under the A/c head "Training".

Thanking you

Yours faithfully,


Director, SUDA**Dt. .. 31.10.2008**
Director, SUDA**SUDA /63ULBs/06/08/261(9)/1(2)**

1. Finance Officer, SUDA.
2. Project Officer, Health, SUDA.

(34)

Sub: Quotations obtained in respect of xeroxing and spiral binding of training manual for FTS (2nd batch) under CBPAC.

3 quotations have been obtained and opened by FO, Health, SUDA, and computer Assistant and clerk, Health SUDA.

Comparative statement has been prepared by FO, Health SUDA.

It is seen from CS that M/s Bipra Traders, 12/1, Suren Sarkar Road, Kolkata-700010 is the lowest quotationer.

Hence, the job for xeroxing and spiral binding of training manual may be entrusted with the said firm.

Submitted for approval.

[Signature]
07.05.08
07.05.08.

Ushin
7/5/08

Director, SUDA
PO(H)

33

**Comparative Statement on Rates from Quotationers
received for Photo copy and spiral binding of
Training Manual for FTSS under CBPHC**

Sl. No.	Name of Agency submitted Quotation	Rate for photo copy per page (A4-B/W)	Rate for spiral binding c front & back with PVC sheet	Rate per complete book
1	NATIONAL ENTERPRISE 29/8, Harekrishna Set Lane, Kolkata – 700050	Rs. 075 per page X 77 pages = Rs.57.75	Rs.32.00 per book of 77 pages	Rs.89.75 per book
2	EUREKA ENTERPRISE 84, Shyam bagan Street, Kolkata – 700 005.	Rs. .80 per page X 77 pages = Rs.61.60	Rs.33.00 per book of 77 pages	Rs.94.60 per book
3	BIPRA TRADERS 12/1, Suren Sarkar Road, Kolkata – 700 010	Rs. .70 per page X 77 pages = Rs.53.90	Rs. 23.40 per book of 77 pages	Rs. 77.30 per book

It appears from the CS that M/s Bipra Traders is lowest Quotationer.

[Handwritten Signature]
7/5/08

STATE URBAN DEVELOPMENT AGENCY**HEALTH WING
"ILGUS BHAVAN"****H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091
West Bengal**Ref No. **SUDA/63ULBs/06/08/261(9)**Date **31.10.2008****From : Director, SUDA****To : The Chairman,
Jhalda / Mathabhanga / Mekliganj / Tufanganj / Mal /
Kurseong / Kalimpong / Dinhata / Chandrakona Municipality****Sub. : Training for First Tier Supervisors (8th batch) under CBPHC
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3.	Meklilganj Municipality	2	8.	Dinhata Municipality	4
4.	Tufanganj Municipality	3	9.	Chandrakona Municipality	1
5.	Mal Municipality	4			

The participants will be provided with Hostel Accommodation at SUDA Campus along with fooding.

You are requested to confirm their participation by 14th November, 2008 to the Project Officer, Health Wing, SUDA through Fax No. 033-2334-7805.

Actual Expenditure in respect of to and fro journey of the participants are to be borne by you out of CBPHC fund and to be booked under the A/c head "Training".

Thanking you

Yours faithfully,


Director, SUDA**Dt. .. 31.10.2008**
Director, SUDA**SUDA /63ULBs/06/08/261(9)/1(2)**

1. Finance Officer, SUDA.
2. Project Officer, Health, SUDA.