

WEST BENGAL STATE HEALTH & FAMILY WELFARE SAMITI

Registration No: S/IL/14448 of 2002-2003

Swasthya Bhawan, 'B' Wing, 3rd Floor, GN-29, Sector-V, Salt Lake, Kolkata-700091

Tele Fax No: 033-2357 7901/3636, e-mail-ed_samity@wbhealth.gov.in

Memo No: HFW/NHM-478/2021/371

Date: 03-06-2022

From: Mission Director, NHM &
Executive Director
WB SH & FW Samiti

To: Executive Director & Secretary,
District Health & Family Welfare Samity
GTA, Darjeeling

Subject: Directives on filling of sanctioned posts under XV Finance Commission-Health Grant for Financial Year 2021-2022

Reference: Memorandum issued vide no HFW/NHM-478/2021/314 dated 28/04/2022 (attached)

Sir,

You are aware, that the Department has taken initiative for strengthening of primary health care infrastructure, in both rural and urban areas, under XV Finance Commission-Health Grant.

This includes, engagement of Human Resource, in the newly created health units, i.e BPHUs in rural areas and UHWCs and Polyclinics in urban areas.

In this regard, a Memorandum has been issued vide no HFW/NHM-478/2021/314 dated 28/04/2022, for creation and filling up of the sanctioned posts from Financial Year 2022-2023 to Financial Year 2025-2026.

In view of the above, you are requested to initiate engagement process of different sanctioned posts as approved in Annual Action Plan of XV Finance Commission-Health Grant for Financial Year 2021-2022.

The engagement process should be done as per approved ToRs (attached) and in compliance with the conditions laid down in Para 5 (i-iii) of the referred Memorandum.

The engagement should be completed within August, 2022 and the joining status of the candidates should be sent to State Head Quarter through e-office or email to wb15fchr@gmail.com after completion of entire engagement process, for release of fund. A report on recruitment status should also be sent in 1st week of August for our perusal.

Encl: Annexure-A 1 (ToR for HR of Block Public Health Unit)

Annexure-A 2 (Scoring Table for HR of Block Public Health Unit)

Annexure-B (ToR for HR of UHWC & Polyclinics)

Annexure-C (Post sanctioned for BPHU, UHWC and Polyclinics)

Annexure-D (Memorandum issued vide no. HFW/NHM-478/2021/314 dated 28/04/2022)


Dr. Saumitra Mohan, IAS
Mission Director, NHM &
Executive Director
WB SH & FW Samiti

Memo No: HFW/NHM-478/2021/371/1(12)

Date: 03-06-2022

Copy forwarded for kind information to:

- 1) Principal Secretary, UD & MA Department, West Bengal.
- 2) Director of Health Services, Health & Family Welfare, Department, Govt. of WB.
- 3) Senior Special Secretary, NHM, Health & Family Welfare, Department, Govt. of WB.
- 4) Director, Public Health, Health & Family Welfare, Department, Govt. of WB.
- 5) Director, SUDA, WB.
- 6) District Magistrate, Darjeeling District.
- 7) Additional Director & Jt. Secretary, Dept. of Urban Development & Municipal Affairs, Govt of WB.
- 8) Programme Officer, NHM & Dy .Secretary to the Govt. of West Bengal, H & FW Department.
- 9) SNO, NUHM, Health & Family Welfare, Department, Govt. of WB.
- 10) CMOH, Darjeeling District.
- 11) State HR Cell, Swasthya Sathi Building, Swasthya Bhawan.
- 12) Office copy.


Dr. Saumitra Mohan, IAS
Mission Director, NHM &
Executive Director
WB SH & FW Samiti

Terms of Reference (ToR) for different position under XV FC Commission for Block Public Health Unit

Sl.	Name of the position	Age Limit (as on 1st January)	Essential Criteria	Desirable Criteria	Place of Posting	Monthly Consolidated Remuneration
1	Block Epidemiologist	Minimum 21 Years and Maximum 40 years	a) M.Sc. in Life Science/ Epidemiology OR BAMS/BHMS/BUMS with MPH b) Proficiency in advance MS Office	a) Ph.D/M.Phil. B) Experience in Public Health	Block Public Health Unit	₹ 35,000/-
2	Block Public Health Manager	Minimum 21 Years and Maximum 40 years	a) B.Sc. in Life Science with Post Graduate Degree /Diploma in Management b) Proficiency in advance MS Office	a) M.Sc. in Life Science. B) Experience in Public Health	Block Public Health Unit	₹ 35,000/-
3	Laboratory Technician	Minimum 19 years and Maximum 40 years	i) Passed Class 12 with Physics, Chemistry & Mathematics/Biological Science ii) Diploma in Medical Laboratory Technology from any Institution recognised by the Govt of WB or Diploma in Laboratory Techniques (DLT) from School of Tropical Medicine	2 years post qualification experience in any Laboratory of Government Institutions or Private Institutions licensed under Clinical Establishment Act.	Block Public Health Laboratory and Block Public Health Unit	₹ 22,000/-
4	Block Data Manager	Minimum 21 years maximum 40 years	1. Graduate from any recognized university and have completed at least 1 year Diploma course in Computer Application from Govt. registered Institution. 2. Working Knowledge of computers with operating knowledge of MS Word, MS Excel, MS Power Point, MS Access and Internet. 3. Minimum 3 years experience in Government Sector or 5 years experience in Private Sector in data recording and data analysis.	NA	Block HMIS Unit	₹ 22,000/-

Note: Essential qualification degree through Distant Learning Course or from any Open University will not be entertained



Mission Director, NHM &
Executive Director, WBSH&FWS

Scale of Scoring for HR of Block Public Health unit

Sl.	Name of the position	Particulars	Max. Marks	Remarks
1	Block Epidemiologist	M.Sc. in Life Science/ Epidemiology OR BAMS/BHMS/BUMS with MPH	50	(Proportionate marking)
		Ph.D/ M.Phil.	10	(Additional marks)
		Experience in Public Health	10	@2 marks for each completed years of post qualification experience upto maximum of 5 years
		Computer test	20	Qualifying Marks for Computer Test is 50%.
		Interview	10	
		Total	100	
Sl.	Name of the position	Particulars	Max. Marks	Remarks
2	Block Public Health Manager	a) B.Sc. in Life Science	40	(Proportionate marking)
		Post Graduate Degree /Post Graduate Diploma	10	(Additional marks): PG Degree -10 / PG diploma - 5
		M.Sc. Life Science	10	(Additional Marks)
		Experience in Public Health	10	@2 marks for each completed years of post qualification experience upto maximum of 5 years
		Computer test	20	Qualifying Marks for Computer Test is 50%.
		Interview	10	
		Total	100	
Sl.	Name of the position	Particulars	Max. Marks	Remarks
3	Laboratory Technician	Class 12	15	(Proportionate marking)
		DMLT / (DLT) from STM	25	(Proportionate marking)
		Post qualification experience in any Laboratory of Government Institutions or Private Institutions licensed under Clinical Establishment Act	10	Marks on experience will be awarded proportionately to the number of years upto 5 years @ 2 marks for each year in Govt Sector (Health) and @ 1 mark for each year in Private Sector (Health)
		Total	50	

Sl.	Name of the position	Particulars	Max. Marks	Remarks
4	Block Data Manager	Class X	5	Proportionate Marking (i.e % obtained in the exam.) Rounded off to 2 decimals
		Class XII	10	
		Graduation	15	
		Computer Test	70	Qualifying Marks for Computer Test is 50%.
		Total	100	

Mode of selection:

1. Candidates will be called for Computer Test and Interview on the basis of score of essential and desirable criteria.(wherever applicable)
2. Candidates qualified in computer test will be called for interview (wherever applicable)
3. Selection will be made on the basis of marks obtained in academic qualification, experience, computer test (wherever applicable) and interview (wherever applicable).



Terms of Reference (ToR) for different position under XV FC Commission for UHWC

Sl.	Name of the position	Age Limit (as on 1st January)	Essential Criteria	Desirable Criteria	Monthly Consolidated Remuneration
1	Medical Officer	As per latest approved ToRs against the similar positions under National Health Mission			₹ 60,000/-
2	Staff Nurse				₹ 25,000/-
3	ANM (Community Health Assistant- Urban)				₹ 13,000/-
4	Clerical Assistant (on outsourced basis)	As per Memo vide no. H/AFWB/8H-01-14/2426 dated 03/08/2015 and H/SFWB//8H-01-2014/2015/2518 dated 17/08/2015 and			₹ 10,000/-
5	Cleaning Staff (on outsourced basis)				₹ 5,000/-

Terms of Reference (ToR) for different position under XV FC Commission for For Polyclinics / Specialist services

Sl.	Name of the position	Age Limit (as on 1st January)	Essential Criteria	Desirable Criteria	Remuneration
1	Specialist (Medicine)	As per latest approved ToRs against the similar positions under National Health Mission			1. ₹3000/day thrice a week on part time basis
2	Specialist (Paediatrics)				2. ₹3000/day thrice a week on part time basis
3	Specialist (G & O)				3. ₹3000/day thrice a week on part time basis
4	Specialist (Ophthalmologist)				4. ₹3000/day twice a week on part time basis
5	Staff Nurse				₹ 25,000/- per month
6	Counsellor				₹ 20,000/- per month
7	Clerical Assistant (on outsourced basis)	As per Memo vide no. H/AFWB/8H-01-14/2426 dated 03/08/2015 and H/SFWB//8H-01-2014/2015/2518 dated 17/08/2015 and			₹ 10,000/- per month
8	Cleaning Staff (on outsourced basis)				₹ 5,000/- per month

Vacancy status under XV FC-BPHU (GTA)

ANNEXURE-C

Sl	District Name	Block	Name of Facility	No. of Block Epidemiologist sanctioned @ 1 / BPHU	No. of Block PHM sanctioned @ 1 / BPHU	No. of LT sanctioned @ 2 / BPHU	No. of Block Data Manager sanctioned @ 1 / BPHU	Total HR Sanctioned
1	Darjeeling GTA	Darjeeling Pulbazar	Bijanbari RH	1	1	2	1	5
TOTAL				1	1	2	1	5



Mission Director, NHM &
Executive Director, WBSH&FWS

Vacancy status under XV FC-Polyclinic (GTA)

ANNEXURE-C

Sl. No.	District	ULB	No. of Polyclinic to be set up for FY 2021-22	Contractual Basis			Outsourced Basis			Specialist (thrice a week on part-time basis)			Specialist (twice a week on part-time basis)
				No. of Staff Nurse sanctioned @ 1 / Unit	No. of Counsellor sanctioned @ 1 / Unit	Total position sanctioned	No. of Clerical Assistant sanctioned @ 1 / Unit	No. of Cleaning Staff sanctioned @ 1 / Unit	Total position sanctioned	No. of Specialist (Medicine) sanctioned @ 1 per unit	No. of Specialist (Paediatrics) sanctioned @ 1 per unit	No. of Specialist (G & O) sanctioned @ 1 per unit	No. of Specialist (Ophthalmologist) sanctioned @ 1 per unit
1	Darjeeling GTA	Darjeeling	2	2	2	4	2	2	4	2	2	2	2
	Total		2	2	2	4	2	2	4	2	2	2	2

Mission Director, NHM &
Executive Director, WBSH&FWS

Vacancy status under XV FC-UHCW (GTA)

ANNEXURE-C

Sl. No.	District	ULB	No. of U-HWC to be established FY 2021-2022	Contractual Basis			Total position sanctioned	Outsourced Basis		
				No. of Medical Officer sanctioned @ 1 / Unit	No. of Staff Nurse sanctioned @ 1 / Unit	No. of CHA Urban sanctioned @ 1 / Unit		No. of Clerical Assistant sanctioned @ 1 / Unit	No. of Cleaning Staff sanctioned @ 1 / Unit	Total position sanctioned
1	Darjeeling GTA	Darjeeling	2	2	2	2	6	2	2	4
Total			2	2	2	2	6	2	2	4



Mission Director, NHM &
Executive Director, WBSH&FWS

WEST BENGAL STATE HEALTH & FAMILY WELFARE SAMITI

Registration No:S/IL/14448 of 2002-2003

SwasthyaBhawan, 'B' Wing, 3rd Floor, GN-29, Sector-V, Salt Lake, Kolkata-700091

Tele Fax No:033-2357 7901/3636,e-mail-ed_samity@wbhealth.gov.in

Memo No: HFW/NHM-478/2021/ 314Date: 28 /04/2022**MEMORANDUM**

Sub: Creation and filling up of 11521 (eleven thousand five hundred twenty one) HR positions on contractual, part-time and outsourced basis under 15th Finance Commission - Health Grants

1. Health & Family Welfare Department, Government of West Bengal has taken several initiatives for strengthening of primary health care infrastructure as per Operational Guidelines of XV-FC Health Grant including engagement of Human Resources in the newly created health units (BPHUs, UHCs and Polyclinics).
2. Now, the Governor has been pleased to accord sanction as per Cabinet approval vide **Cabinet Sectt U/O No CAB(D)-245 dated 19.04.22 read with Finance Department's U.O No 123/Group P2 dated 21.03.22** for creation and filling up of **11521 (eleven thousand five hundred twenty one) HR positions under XV-FC Health Grant**, as per break up given hereunder:

i) Block Public Health Units (BPHU):

Name of the position	Number	Remarks
Block Epidemiologist	342	To be engaged on contractual basis
Block Public Health Manager	342	
Laboratory Technician	684	
Block Data Manager	342	
TOTAL	1710	

ii) Urban Health & Wellness Centres (UHCs):

Name of the position	Number	Remarks
Medical Officer	1487	4461 number of HR to be engaged on contractual basis and 2974 HR to be outsourced
Staff Nurse	1487	
ANM (Community Health Assistant- Urban)	1487	
Clerical Assistant (by outsourced basis)	1487	
Clerical Staff (by outsourced basis)	1487	
TOTAL	7435	

iii) Urban Polyclinic / Specialized OPD Services:

Name of the position	Number	Remarks
Specialist (Medicine, Paediatrics, G & O) @ 3000/day thrice a week on part time basis	891	594 number of HR to be engaged on contractual basis, 3568 number of HR to outsourced and 1188 number of HR to be engaged on part-time basis.
Specialist (Ophthalmologist) @ 3000/day thrice a week on part time basis	297	
Staff Nurse	297	
Counsellor	297	
Clerical Assistant (by outsourced basis)	297	
Cleaning Staff (by outsourced basis)	297	
TOTAL	2376	

3. The charges for engagement of these HR are to be debited out of XV-FC Health Grant, earmarked for HR.
4. This order is issued with the concurrence of the decision taken in State Cabinet vide No. 245 dated 18/04/2022 read with Finance Department vide their U.O. No. 123/Group-P2 dated: 21/03/2022.
5. The above HR positions have been sanctioned under XV-FC Health Grant based on the following conditions:
 - (i) Remuneration of the HR will be fixed as per rate of National Health Mission (NHM) as mentioned against the posts. No enhancement will be permitted during the entire tenure up-to 2026.
 - (ii) Engagement will be on contract, which will be initially for a period of one year. Maximum period of engagement till 2026 unless and until the project / scheme is further extended.
 - (iii) Under no circumstances, these HR will be absorbed in regular establishment of the Government.
6. One fourth (1/4th) of the new HR position will be filled-up for each financial year with effect from 2022-23 to 2025-26
7. All concerned are being informed accordingly.



Dr. Saumitra Mohan, IAS
Executive Director
WB SH & FW Samiti

Memo No: HFW/NHM-478/2021/ 314/1(6)

Date: 28/04/2022

Copy forwarded for information and necessary action to the:

- 1) Principal Accountant General (A&E), West Bengal, Treasury Building, Kolkata 700001
- 2) Principal Accountant General (Audit), West Bengal, Treasury Building, Kolkata 700001
- 3) Finance Department, Group-O, Nabanna, Howrah
- 4) Joint Secretary, Cabinet Secretariat, Nabanna, Howrah
- 5) Director Finance, State FMG, H&FW Department, Govt. of West Bengal
- 6) Financial Advisor, West Bengal State Health & Family Welfare Samiti



Dr. Saumitra Mohan, IAS
Executive Director
WB SH & FW Samiti

Memo No: HFW/NHM-478/2021/ 314/2(8)

Date: 28/04/2022

Copy forwarded for information and necessary action to the:

- 1) Director of Health Services, H&FW Department, Govt. of West Bengal
- 2) Sr. Special Secretary, H&FW Department, Govt. of West Bengal
- 3) Programme Officer-I, NHM & Deputy Secretary, H&FW Department, Govt. of West Bengal
- 4) Programme Officer-II, NHM & Deputy Secretary, H&FW Department, Govt. of West Bengal
- 5) State Nodal Officer, NUHM, H&FW Department, Govt. of West Bengal
- 6) P.S. to the Hon'ble M.O.S., H&FW Department, Govt. of West Bengal
- 7) PA to Secretary, H&FW Department, Govt. of West Bengal
- 8) IT Cell, SwasthyaBhawan



Dr. Saumitra Mohan, IAS
Executive Director
WB SH & FW Samiti

GOVERNMENT OF WEST BENGAL
HEALTH & FAMILY WELFARE DEPARTMENT
NATIONAL HEALTH MISSION (NHM)
GN -29, 1ST FLOOR, GRANTHAGAR BHAWAN,
SWASTHYA BHAWAN PREMISES, SECTOR -V
SALT LAKE, BIDHANNAGAR, KOLKATA - 700 091.

☎ 033 - 2357 - 7928, 📠 033 - 2357 - 7930,
Email ID: amdnhmwb@gmail.com; website: www.wbhealth.gov.in

Memo No. H/AFWB/8H-01-14/2426

Date: 03.08.2015

From : Dr Ajay Bhattacharya
AMD National Health Mission & Jt. Secretary to Govt. of West Bengal

To : 1. The Director State Urban Development Agency &
Ex-officio Jt. Secretary Govt. of West Bengal
Department of Municipal Affairs.

2. The Chief Medical Officer of Health (all districts)

Dear Sir,

You are aware that Government of India has approved 2 support staff (one clerical and one class IV) for each U-PHC to be set up under NUHM. Department of Health and Family Welfare has decided that the support staff, so mentioned, will be recruited by the concerned ULBs, preferably through outsourcing. This will supersede all earlier communication in this regard. The Municipality wise list of support staff has been given in annexure-I. The above information may please be conveyed to the concerned ULBs for taking necessary action. The ULBs may engage the support staff for the U-PHCs only when it will start functioning.

Yours faithfully

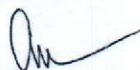

(Ajay Bhattacharya)

Memo No. H/AFWB/8H-01-14/2426

Date: 03.08.2015

Copy forwarded for information to:

- Mission Director, NHM, West Bengal
- Mayor, Howrah/Siliguri/Asansol/Durgapur/Chandernagar Municipality
- Chairman 86 Municipalities
- IT cell for web posting
- Guird file


(Ajay Bhattacharya)

GOVERNMENT OF WEST BENGAL
HEALTH & FAMILY WELFARE DEPARTMENT
NATIONAL HEALTH MISSION (NHM)
GN -29, 1ST FLOOR, GRANTHAGAR BHAWAN,
SWASTHYA BHAWAN PREMISES, SECTOR -V
SALT LAKE, BIDHANNAGAR, KOLKATA - 700 091.

☎ 033 - 2357 - 7928, ☎ 033 - 2357 - 7930,
Email ID: amdnhmwb@gmail.com; website: www.wbhealth.gov.in

Memo No. H/SFWB/8H-01-2014/2015/2518

Date: 17.08.2015

From : Addl Mission Director-NHM

To : Chief Medical Officer of Health, (all Districts)

Ref: H/AFWB/8H-01-14/2426, dated: 03.08.2015

Sub: Engagement of Support Staff at U-PHC

Dear Sir,

In continuation to the above reference and subject, I am to state that the consolidated remuneration of Support Staff for U-PHC (one clerical and one class-IV) is Rs. 14,000/- per month. The break-up of this amount is Rs. 9000/- per month for Clerk and Rs. 5,000/- per month for Class IV Staff. Preferable educational qualification of clerical staff is Graduate and must have knowledge of Computer in M.S. Office and internet and the educational qualification of class-IV staff is Madhyamik pass or equivalent.

Yours faithfully

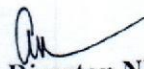

(Addl Mission Director-NHM)

Memo No. H/SFWB/8H-01-2014/2015/2518/1(4)

Date: 17.08.2015

Copy forwarded for information and necessary action to:

1. The Mission Director-NHM, West Bengal
2. Mayor, Howrah/ Siliguri/ Asansol/ Durgapur/ Chadannagar- Municipal Corporations
3. The Chairperson-86 Municipalities
4. IT Cell for web posting
5. Guard file


(Addl Mission Director-NHM)