



**OFFICE OF THE MISSION DIRECTOR  
NATIONAL RURAL HEALTH MISSION, ASSAM**

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No.MD/NRHM/UIP/104/08-09/22310-311

Dated: 29<sup>th</sup> December' 08

From: Dr. J.B Ekka, IAS  
Mission Director, NRHM &  
Secretary, Health & F.W, Govt. of Assam

To,

1. The Jt.DHS and Member Secretary, District Health Society Barpeta / Baksa / Bongaigaon / Cachar / Chirang / Darrang / Dhemaji / Dhubri / Dibrugarh / Goalpara / Golaghat / Hailakandi / Jorhat / Kamrup(Metro) / Kamrup(Rural) /K-Anglong /Karimganj / Kokrajhar / Lakhimpur / Morigaon / N.C.Hills / Nagaon / Nalbari / Sibsagar/Sonitpur/Tinsukia/Udalguri
2. The Addl. CM&HO(FW) and Joint Secretary, District Health Society Barpeta / Baksa / Bongaigaon / Cachar / Chirang / Darrang / Dhemaji / Dhubri / Dibrugarh / Goalpara / Golaghat / Hailakandi / Jorhat / Kamrup(Metro) / Kamrup(Rural) / K-Anglong /Karimganj / Kokrajhar / Lakhimpur / Morigaon / N.C.Hills / Nagaon / Nalbari / Sibsagar/Sonitpur/Tinsukia/Udalguri

Ref: Earlier Letter No.NRHM/UIP/104/08-09/19963-89 dated 26<sup>th</sup> November'08.

Sub: Financial Guideline for Immunization Week Programme **2<sup>nd</sup> Round** from **5<sup>th</sup> January'09 to 9<sup>th</sup> January'09.**

Sir,

As 1<sup>st</sup> Round of Immunization Week has been completed successfully it has been decided to implement 2<sup>nd</sup> Round of **Immunization Week from 5<sup>th</sup> January'2009 to 9<sup>th</sup> January'2009** for improvement of the Percentage of Fully immunized children below the age of one year.

However, please note that although the 2<sup>nd</sup> Round of Immunization Week will be from **5<sup>th</sup> January'09 to 9<sup>th</sup> January'09** (five days), **7<sup>th</sup> January'09 being 1<sup>st</sup> Wednesday (Routine Immunization Day)** to be implemented at Sub-Centre as Routine Activity, the actual working days for Immunization Week will be four days only. Accordingly, your fund requirement will be reduced to 4(four) days against the release of fund for 5(Five) days.

While preparing the "**Session Site Plan**", please ensure that the sites where Full Immunization (FI) in Routine Immunization (RI) percentage is poor are included in your action plan on priority to cover the missed children below one year of age to achieve Full Immunization (FI) in that area and not in all sites.

The norms for revised allocation of fund for 2<sup>nd</sup> round of Immunization week (under UIP-pt.C) starting from 5<sup>th</sup> Jan'09 will be as follows:-

|          | MAIN-ACTIVITY           |    | SUB-ACTIVITY               | NORMS OF FUND- BREAK-UP    |
|----------|-------------------------|----|----------------------------|----------------------------|
| <b>A</b> | <b>Micro-Planning</b>   | i  | District Action Plan       | Rs.4,000/- per district    |
|          |                         | ii | Block Micro Plan           | Rs.500/- x Block PHC/Urban |
| <b>B</b> | <b>Vaccine Delivery</b> | i  | Collection from State H.Q. | Rs.6/-per km X 1 trip      |

|          |  |     |   |  |
|----------|--|-----|---|--|
|          | <b>(District to PHC)</b>                             | ii  | POL: District to PHC ( <sup>3</sup> / <sub>4</sub> PHC per trip)    | Rs.800/- X No. of trips  |
|          |  | iii | Loading & Unloading   | Rs.100/- per trip  |
|          |  | iv  | D.A. of Driver  | Rs.90/- per day  |
|          | <b>Alt. Vaccine Delivery ( PHC to Session Sites)</b> | vi  | Alt. Vaccine Delivery(Cat.- A,B,D)                                  | Rs.50/- per site (A,B,D)   |
|          |  | vii | Alt. Vaccine Delivery(Cat.-C)                                       | Rs.1,000/-per site (Incl. Team).   |
| <b>C</b> | <b>Service-Delivery</b>                              | i   | <b>Mobilization of Children by ASHA (on Actual FI)</b>              | <b>Incentive Rs.250/- per Full Imm. Child on receipt of claim form duly certified by ANM as per the guideline.</b> |
|          |  | ii  | Underserved Area: by deputed ANM                                    | Cont.: Rs.50/- per site  |
|          |  | iii | <b>Incentive to ANM / AWW per site (From Management Cost, NRHM)</b> | <b>ANM: 100/-, AWW: 50/- per site</b>  |
| <b>D</b> | <b>IEC Activity</b>                                  | i   | Poster Contingency (10 per site)                                    | Re.0.5/- X 10 X sites  |
|          |  | ii  | Site/Street Banner Contingency                                      | Rs.10/- X sites  |
|          |  | iii | <b>Block/Urban BCC( by Media Expert) (From BCC/IEC Fund NRHM)</b>   | <b>Rs.10,000/ per BPHC/Urban</b>   |
|          |  | iv  | <b>Miking with cassettes, slow Vehicle (From BCC/IEC Fund NRHM)</b> | <b>Rs.500/- per 10 sites for 1 day</b>   |
| <b>E</b> | <b>Supervision</b>                                   | i   | Dist. Level Officers  | Rs.1,000/- per head per day X 5 p X 4 Days   |
|          |  | ii  | Block Level Supervisor (2)  | Rs.500/- X 2 X 4 days  |
|          |  | iii | Sector Level Sup (1)  | Rs.300/-X 1 X 4 days   |
|          |  | iv  | Site Level Sup.(1 per 4 sites)                                      | Rs.150/-X 1 X 4 days   |
| <b>F</b> | <b>Cold-Chain Maintenance</b>                        | i.  | TA/DA of Refr. Mechanic/projectionist                               | from RI  |
|          |  | ii  | District Cold-Storage Contingency                                   | Rs.1000/- per Dist. H.Q.   |
|          |  | iii | Cold-Chain Contingency  | Rs.100/- per cold-chain centre   |
| <b>G</b> | <b>District specific</b>                             | i.  | To be specified   |  |
| <b>H</b> | <b>District Contingency</b>                          | i.  | Contingency for Addl. CM&HO(FW)                                     | Rs.2000/-  |

Based on above norms and as per requisition of Addl. CM&HO (FW), the PHC level fund should be disbursed through cheque within 2<sup>nd</sup> January'09 and an Imprest Cash Advance of Rs.30,000/- may be released to Addl. CM&HO(FW) to meet the logistic expenses at District HQ . The expenditure incurred by Jt. DHS Office and Addl. CM&HO office will be paid directly by the District Accounts Manager of DHS office to ensure that the cash transactions are done by the Accounts Manager of the Districts and similar norms to be followed by PHC also. Accordingly, the instruction may be issued to the District Programme Manager, Block Programme Manager, District Accounts Manager, Block Accounts Manager, PHC Accountant to plan accordingly as per the guideline given below.

The service of the District Programme Management Unit (DPMU) to be utilized for implementing the Programme. Media Expert under District Health Society and District Media Officer under Addl. CM&HO (FW) should be involved for proper planning and implementation of IEC Activity and ensure the quality of product and effectiveness. The IEC Materials to be

supplied from State should be received by Addl. CM&HO (FW) / DIO as per quantity of Action Plan.

The Addl. CM&HO(FW)/DIO to submit the SOEs and UCs to the District Health Society and Director of Health Services(FW), Assam with a copy to the undersigned by 20<sup>th</sup> January'09 positively.

The Contact No. of Control room : 0361-2261452 –DHS (FW), Assam  
Logistic / Cold-Chain Support : 94354-01095, CCO, Assam  
BCC/IEC Support Contact No. : 99354-09033, BCC Expert, NRHM  
: 99571-87443, State Media Expert, NRHM.

Yours Faithfully,

*-sd*

**(Dr. J. B. Ekka, IAS)**

Mission Director, NRHM, & Secretary,  
Health & FW, Govt. of Assam

Memo No.MD/NRHM/UIP/104/08-09/22312-324

Dated: 29<sup>th</sup> December' 08

Copy forwarded for information & needful action to:

- 1). The Director of Health Services, Assam
- 2). The Director of Health Services (FW), Assam
- 3). The Deputy Commissioner and Chairman District Health Society (concerned Districts)
- 4). The Principal Secretary & Chairman District Health Society, Karbi-Anglong (Diphu) / N.C.Hills (Haflong) /BTAD, Kokrajhar
- 5). The State Programme Officer, NRHM, Assam
- 6). The State SMO,NPSP,WHO, Khanapara,Guwahati-22
- 7). The BCC Expert, NRHM, Assam
- 8). The District Immunization Officer, O/O Addl. CM&HO (FW) \_\_\_\_\_
- 9). The In Charge DIO O/O Jt. DHS, NC Hills / Bongaigaon / Tinsukia / Dhemaji / Morigaon / Hailakandi
- 10). The PS to the Minister of Health & FW to apprise the Hon'ble Minister of H&FW, Assam
- 11). The District Programme Manager, DPMU, NRHM
- 12). The District Media Expert, DPMU, NRHM
- 13). The District Account Manager, DPMU, NRHM.

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Mission Director, NRHM, & Secretary,  
Health & FW, Govt. of Assam