



OFFICE OF THE MISSION DIRECTOR  
NATIONAL RURAL HEALTH MISSION, ASSAM  
FEBA PATH , HOUSE NO. : 16 , KHANAPARA, GUWAHATI-22

No. MD / NRHM / IPPI / 75 / Part -I/08-09 /

Dated Guwahati the 1<sup>st</sup> Feb'10

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

To 1. The Joint Director of Health Services 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 / Sivasagar / Sonitpur / Tinsukia / Udalguri.

2. The Addl. Chief Medical & Health Officer (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 / Sivasagar / Sonitpur / Tinsukia / Udalguri.

Sub : Release of fund to 27<sup>th</sup> Districts for NID-2nd Round  
Of pulse Polio Immunization Programme 2009-10 on 7<sup>th</sup> Feb.'10.

Sir,

With reference to the technical guideline provided to you by the Director of Health Services (FW), Assam vide. No.HSFW/IPPI/FUND/141/Pt-I/08-09/1054-55 Dt.25<sup>th</sup> Jan'2010, the NID-2nd Round fund has been released to the District Health Society per electronic transfer of the respective Districts who maintained Bank A/C at District having RTGs facilities & Draft ( Not having RTGs) to meet the expenditure as per the Financial Guideline in the enclosed sheet for implementation of NID 2<sup>nd</sup> Round under Pulse Polio Immunization Programme 2009-10 to be held on 7<sup>th</sup> Febuary'2010 at Booth followed by House to House activity on 8<sup>th</sup> and 9<sup>th</sup> Feb.'10 (Guwahati city upto 10<sup>th</sup> Feb.'10).

Accordingly, the GOI-FUND has been released as per break-up placed by DHS (FW), Assam to the District Health society of the respective District as per the statement enclosed along-with Summary Action Plan.

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The Fund is released under following activities with a request to submit physical & financial report activity wise duly countersigned by the Addl. Chief Medical & Health Officer (FW) the Joint Secretary of Director of Health Services by 20<sup>th</sup> February ,2010.

- (a) POL & TRANS.
- (b) SUPERVISION .
- (c) CONTINGENCY (Cold-Chain Support).
- (d) STATIONARY.
- (e) BOOTH MOBILIZATION .
- (f) I.E.C. ACTIVITY.
- (g) DISTRICT SPECIFIC .

In this connection , it is requested that the required fund as per plan of Action and requisition placed by the Addl. Chief Medical & Health Officer (FW), should be RELEASED in advance for District (Addl.CM&HO) BPHC and sector PHC by Accounts payee Bank Draft/ET where RTGS facility available/ Cheque only for implementation of the Programme . The District/ Block will release the fund to the Booth Level through Sector M.O. (I/C Sectoral DMI) on receipt of Micro Pan so as to involve all sector PHC by bank transfer. The District Accounts to be maintained by the by the District Accounts Manager of District Health Society and similar norms to be followed by PHC also. Accordingly, the instructions may be issued to the District Programme Manager, Block Programme Manger , District Accounts Manger , Block Accounts Manger , Sectoral PHC Accountant to plan accordingly as per the Guideline given above .

The above funds should be Utilized by the implementing Institutions District Level, Block Level, Sectoral PHC Level as per Financial Guidelines (break-up) enclosed and should not be diverted to any other programme.

The **Statement of Expenditure (SOE)** , Utilization Certificate (UC) of Funds to be furnished by the Addl. Chief Medical & Health Officer (FW), to the Director of Health Services (FW), Assam with a copy to the undersigned in the prescribed format within 20-2-2010.

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The original vouchers should be checked and countersigned by the Addl. Chief Medical & Health Officer (FW), in support of physical performance, SOE & UC and retained at District Health Society Office for further Audit by CA & AG / Concurrent Auditor of District Health Society .

The unutilized funds should be refunded to the State Health Society by DD only. The supplementary cash-book (with original voucher) at District and payment and receipt register at Block PHC should be maintained. Accounts Manger / Accountants of the Health Institutions are to be instructed by the member Secretary and Joint Secretary of District health Society accordingly to maintain the cash book and submit the utilization of fund released for NID activities along with the vouchers to the office of the District Health Society for compilation and submit Physical & Financial Report within 20<sup>th</sup> February,2010.

**The cash handling should be strictly done by the Accounts Manger / Accountants only.**

The service of the District Programme Management Unit to be utilized for implementing the programme . District Media expert under District Health Society and DEMO/ Dy.EMO under Addl. Chief Medical & Health Officer (FW), should be involved for proper planning and implementation of I.E.C. activity and ensure the quality of product and effectiveness .The I.E. C. materials to be supplied from State should be received by Addl. Chief Medical & Health Officer (FW), / District Immunization Officer as per quantity of Action Plan prior to 7 days of the activity. The Milking should be done at least three days ahead of PPI and on the day of PPI .

The duplicity on utilization of fund on the same activity should not be done . The minor re-allocation of fund within the approved budgetary allocation may be made for the interest of the programme with the approval of the Society.

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The Mobility fund has been earmarked up to the Booth level / Sector Level Supervisors, as such it may kindly be noted that it will be viewed seriously if in spite of providing fund for mobility if any child below 5 yrs. Is left out from this programme. The Booth activity should be started from 9 A.M. and to be continued upto 4 P.M.

For each Booth there will be 4 trained workers, namely ANM , AWW , ASHA and one from local area . During Booth Day after 12 O'Clock two (ASHA, Local Worker) out of four workers are to mobilize the children not reported in the Booth to ensure that maximum beneficiaries are immunized on the Booth day itself. All Booth Supervisors and all sectoral PHC ( sectoral DMI) should take responsibilities to ensure coverage of all children within hér/his Booth areas . Further they are to ensure that all "X" house generated during House to House activity are converted into "P" House. In case of resistance families, the full address with name of the parents should be submitted to the respective BPHC's for take corrective measures on the same day. Payment of Supervisors to be paid through sectoral PHC on receipt of Supervisory Checklist duly filled up.

The Addl. Mobility fund and fund for commercial Ice for difficult Booth areas has been released under the head District Specific. The Physical and Financial report to be submitted to DHS(FW), **Assam as per the format enclosed with a copy to the undersigned.**

Please ensure that all children below 5 years of age is to be vaccinated during NID 2nd Round with POTENT tOPV.

*Contact No.of Control room: 0361-2261452-Directorate of Health Services (FW)Assam*

*Technical Support : 98640-66072- State SMO , NPSP , WHO.*

*Logistic/ Cold-Chain Support : 94354-01095, Cold-Chain Officer (CCO), Assam.*

Yours faithfully,

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

*Mission Director, NRHM,*

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