

MALDA ZILLA PARISHAD
(District Public Health Cell)
MALDA

Memo No. 168...../XVI/CHCMI/DPHC/MZP-25

Date: 20./11./2025

MALDA ZILLA PARISHAD				
MALDA				
Notice for Recruitment of Contractual Doctors in Gram Panchayat Level Dispensaries				
Application are invited in prescribed proforma for engagement of part-time Homoeopathic and Ayurvedic Medical Officers in following vacant Gram Panchayat level Dispensaries on contractual arrangement under West Bengal State under and NHM. The present consolidated honorarium of the Medical Officers is Rs. 16,000/- p.m.				
Sl.	Name of the P. Samity	Name of the Gram Panchayat	Dispensary Nature	Dispensary Fund Source
1.	Ratua - I	Bilaimari	Homocopathic	WB State Budget
2.	Manikchak	Nazirpur	Homocopathic	WB State Budget
3.	Habibpur	Srirampur	Homocopathic	WB State Budget
4.	Chanchal - I	Kaligram	Homocopathic	WB State Budget
5.	Kaliachak - II	Rajnagar	Homocopathic	WB State Budget
6.	Kaliachak - III	Birnagar - II	Homocopathic	WB State Budget
7.	Kaliachak - III	Krishnapur	Homocopathic	NHM
8.	H.C.Pur - II	Daulatpur	Homocopathic	WB State Budget
9.	H.C.Pur - II	Malior - I	Homocopathic	WB State Budget
10.	H.C.Pur - II	Sadlichak	Ayurvedic	WB State Budget
11.	Chanchal - II	Jalalpur	Homocopathic	WB State Budget

Intended candidates are advised to consult the website of Malda District Administration: www.malda.gov.in or the website of Malda Zilla Parishad: www.maldazillaparishad.in for terms & conditions, application form and other details. The filled up applications with requisite testimonials are to be submitted to the respective Block Offices in any working day within 30 days from the date of this advertisement.

Sd/-
Addl. District Magistrate, Malda,
&
Addl. Executive Officer,
Malda Zilla Parishad, Malda

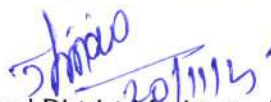

Additional District Magistrate, Malda
&
Additional Executive Officer,
Malda Zilla Parishad, Malda

Memo No. 168.....(42)/XVI/CHCMI/DPHC/MZP-25

Date: 20./11./2025

Copy forwarded for favour of information and taking necessary action to :

1. The Secretary, Malda Zilla Parishad, Malda.
2. The CMOH, Malda.
3. The Dy. Secretary, Malda Zilla Parishad, Malda.
4. The DICO, Malda, is requested to publish the above at recruitment notice in 2 (two) widely circulated newspapers of Malda with a copy of the same to this end on **27.11.2025**.
5. The DIO, NIC, is requested to publish the detail recruitment notice; vide memo no. 258(21)/PRD-14098/1/2020-SPHC SEC-Dept. of PRD dated 17.12.2021 and memo no. 65/SPHC/2M-2/09 dtd. 22.02.2010 along with the application forms (enclosed herewith) in www.malda.gov.in
6. The Karmadhkshya, Janaswasthya-O-Paribesh Sthayee Samity, Malda Zilla Parishad, Malda.
7. The DIA, Malda Zilla Parishad, Malda is requested to publish the detail recruitment notice; vide memo no. 258(21)/PRD-14098/1/2020-SPHC SEC-Dept. of PRD dated 17.12.2021 and memo no. 65/SPHC/2M-2/09 dtd. 22.02.2010 along with the application forms (enclosed herewith) in www.maldazillaparishad.in
8. Office Superintendent, Malda Zilla Parishad, Malda is requested to display above at recruitment notice in Malda Zilla Parishad Notice Board.
- 9-17. The Savapati, Ratua - I / Manikchak / Habibpur / Chanchal - I / Chanchal - II / Kaliachak - II / Kaliachak - III / Harishchandrapur - II Panchayat Samity, Malda.
- 18-26. The Executive Officer, Ratua - I / Manikchak / Habibpur / Chanchal - I / Chanchal - II / Kaliachak - II / Kaliachak - III / Harishchandrapur - II Panchayat Samity, Malda is requested to display the copy of the advertisement in your Panchayat Samity Notice Board for wide circulation.
- 27-40. Prophan, Bilaimari / Nazirpur / Srirampur / Kaligram / Rajnagar / Birnagar - II / Daulatpur / Malior - I / Sadlichak / Jalalpur Gram Panchayat, Malda is requested to display the copy of the advertisement in your Panchayat Notice Board for wide circulation.
41. PA to Sabhadhipati, Malda Zilla Parishad, Malda.
42. CA to District Magistrate, Malda


Additional District Magistrate, Malda
&
Additional Executive Officer,
Malda Zilla Parishad, Malda.

MALDA ZILLA PARISHAD
(District Public Health Cell)
MALDA

Memo No.169... (8)/XVI/CHCMI/DPHC/MZP-25

Date: ...20.../...4.../2025

From: The Additional District Magistrate, Malda,

&

Additional Executive Officer,
Malda Zilla Parishad, Malda

To: The Executive Officer,
Ratua – I / Manikchak / Habibpur / Chanchal – I / Chanchal – II /
Kaliachak – II / Kaliachak – III / Harishchandrapur – II Panchayat Samity, Malda.

Sub: Recruitment of State Budget aided Gram Panchayat level Part-time Homoeopathic and Ayurvedic Doctors

Ref.: Memo No. 258(21)/PRD-14098/1/2020-SPHC SEC-Dept. of PRD dated
17.12.2021

In view of instruction laid down in memo no. 155(21)/PRD-14098/1/2020-SPHC SEC-Dept. Of PRD dated 13.07.2023 of P&RD Department, this is to inform him that fresh recruitment of part-time Homoeopathic and Ayurvedic Medical Officers in following vacant Gram Panchayat level Dispensaries on contractual arrangement under West Bengal State Budget will be initiated soon as per instructions detailed in memo no. cited above. For fresh recruitment, Malda Zilla Parishad will float an Advertisement in 2 nos. of widely circulated News Papers as well as in District Website on 27.11.2025.

Sl. No.	Name of the Panchayat Samity	Name of the Gram Panchayat	Dispensary Nature	Vacant Position
1.	Ratua – I Panchayat Samity	Bilaimari	Homoeopathic	1
2.	Manikchak Panchayat Samity	Nazirpur	Homoeopathic	1
3.	Habibpur Panchayat Samity	Srirumpur	Homoeopathic	1
4.	Chanchal – I Panchayat Samity	Kaligram	Homoeopathic	1
5.	Kaliachak – II Panchayat Samity	Rajnagar	Homoeopathic	1
6.	Kaliachak – III Panchayat Samity	Birnagar – II	Homoeopathic	1
7.	Harishchandrapur – II Panchayat Samity	Daulatpur	Homoeopathic	1
8.	Harishchandrapur – II Panchayat Samity	Malior – I	Homoeopathic	1
9.	Harishchandrapur – II Panchayat Samity	Sadlichak	Ayurvedic	1
10.	Chanchal – II Panchayat Samity	Jalalpur	Homoeopathic	1
Total				10

In response to such advertisement, the applications will be received through a suitable arrangement by the Executive Officer of the concerned Panchayat Samities within 30 (thirty) days from the date of publication of the advertisement on 27.11.2024. In this context, the recruitment guideline issued under the above referred Memo, application form for recruitment and other allied documents are enclosed herewith for his ready reference to recruit the part-time Homoeopathic and Ayurvedic Medical Officers in vacant Gram Panchayat level Dispensaries on contractual arrangement under West Bengal State Budget.

 Cont.....2

(2)

He is, therefore, requested to prepare a panel cum merit list of successful candidates for each Gram Panchayat as noted above on the basis of recruitment guideline and get such list of candidates approved in the next meeting of Janaswasthya-O-Paribesh Sthayee Samity of his Panchayat Samity and send the panel recommending the name of the first candidate to this Zilla Parishad for approval.

Encl : As stated.


Additional District Magistrate, Malda
&
Additional Executive Officer,
Malda Zilla Parishad, Malda

Memo No. 169.....(8)/1(46)/XVI/CHCMI/DPHC/MZP-25

Date: 20...../11.../2025

Copy forwarded for favour of your kind information and taking necessary action to :

1. The Secretary, Malda Zilla Parishad, Malda.
2. The Chief Medical Officer of Health, Malda.
3. The Dy. Secretary, Malda Zilla Parishad, Malda.
4. The DIO, NIC, is requested to publish the detail recruitment notice with recruitment guideline along with the application forms in www.malda.gov.in
5. The Karmadhakshya, Janaswasthya-O-Paribesh Sthayee Samity, Malda Zilla Parishad, Malda.
6. The DIA, Malda Zilla Parishad, Malda is requested to publish the detail recruitment notice along with the application forms in www.maldazillaparishad.in
- 7-14. The Savapati, Ratua – I / Manikchak / Habibpur / Chanchal – I / Chanchal – II / Kaliachak – II / Kaliachak – III / Harishchandrapur – II Panchayat Samity, Malda.
- 15-22. The Block Medical Officer of Health, Ratua – I / Manikchak / Habibpur / Chanchal – I / Chanchal – II / Kaliachak – II / Kaliachak – III / Harishchandrapur – II Development Block, Malda.
- 23-24. The Assistant Chief Medical Officer of Health, Sadar / Chanchal, Malda.
25. The Public Health Programme Coordinator, DPHC, Malda Zilla Parishad, Malda.
- 26-33. The Karmadhakshya, Jana Swasthya-O-Paribesh Sthayee Samity, Ratua – I / Manikchak / Habibpur / Chanchal – I / Chanchal – II / Kaliachak – II / Kaliachak – III / Harishchandrapur – II Panchayat Samity, Malda.
- 34-44. Prodhan, Bilaimari / Nazirpur / Srirampur / Kaligram / Rajnagar / Birnagar – II / Daulatpur / Malior – I / Sadlichak / Jalalpur Gram Panchayat, Malda.
45. PA to Sabhadhipati, Malda Zilla Parishad, Malda.
46. CA to District Magistrate, Malda and Executive Officer, Malda Zilla Parishad


Additional District Magistrate, Malda
&
Additional Executive Officer,
Malda Zilla Parishad, Malda.

Application Format

To
The Block Development Officer
..... Block.
..... District

Self attested
photograph

Sir/Madam,

Understanding from the advertisement published in the Patrika
Dated. and from the Notification No....., I
offer myself as a candidate for engagement as part time
(Homoeopathic/Ayurvedic) Medical Officer (under State Budget) ofGram
Panchayat underBlock of District. My
particulars are given below:

- I. Name of the candidate :
- II. Name of father/husband :
- III. Address mentioning of Block, Sub Division,
District, Pin code and Telephone no. :
- IV. Whether a permanent resident of
the Gram Panchayat for which applied for?(Yes/No) :
- V. Date of birth :
- VI. Category (General/SC/ST/OBC) :
- VII. Nationality :
- VIII. Sex :
- IX. Qualification in following Proforma :

Name of Exam	Year of Passing	% of marks obtained	Division/Class/Grade	Remarks if any
Higher Secondary				
BHMS/BAMS				
MD(if any)				

- X. Work experience :
- XI. Whether attached with any Govt. service(Yes/No) :

Declaration: I do hereby certify that the details stated above are true and that in case any information proves to be false, my candidature will be liable to be cancelled.

Enclosed: Required papers to be submitted as per notification.

Date:

Place:

.....
signature of the candidate



Government of West Bengal

Panchayats & Rural Development Department

Joint Administrative Building, Block:HC-7, Sector-III, Saltlake City, Kolkata-700106

Memo No.258(21)/PRD-14098/1/2020-SPHC SEC-Dept. of PRD

Date: 17.12.2021

From : Special Secretary to the Govt. of West Bengal,
Panchayats & Rural Dev. Department.

To : The District Magistrate, All districts &
The Ex-Officio Executive Officer, All Zilla Parishad.

Sub. : Notification cum Guideline for recruitment of State Budget aided Gram Panchayat level part-time Homoeopathic and Ayurvedic doctors.

Sir/Madam,

This is to inform you that the Notification cum Guideline of the selection procedure of the State Budget aided Gram Panchayat level part-time Homoeopathic and Ayurvedic doctors has been amended in consultation with the Finance and Health & Family Welfare Department, Govt. of West Bengal.

I am directed to forward herewith the said Notification cum Guideline for your necessary action.

Yours faithfully,

Enclo.: As stated.

Special Secretary

Panchayats & Rural Dev. Department

Memo No.258(21)/1(90)/PRD-14098/1/2020-SPHC SEC-Dept. of PRD

Date:17.12.2021

Copy forwarded for information and necessary action to:-

1. The Commissioner, Directorate of Panchayats & Rural Development, Jessop Building, Mezzanine floor, 63, N.S. Road, Kolkata- 700001;
2. The Director of Homoeopathy, Department of Health & Family Welfare, AYUSH Branch, Swasthya Bhawan, Salt lake City, Sector-V, Block.GN-29, Kolkata-700091;
3. The Director of Ayurveda, Department of Health & Family Welfare, Swasthya Bhawan, 6th floor, Salt lake City, Sector-V, Block.GN-29, Kolkata-700091;
4. The Joint Secretary (AYUSH), Department of Health & Family Welfare, AYUSH Branch, Swasthya Bhawan, 6th floor, Salt lake City, Sector-V, Block.GN-29, Kolkata-700091;
5. The Additional Executive Officer..... Zilla Parishad(All)/ Siliguri Mahakuma Parishad;
6. The Secretary.....Zilla Parishad(All)/ Siliguri Mahakuma Parishad;
7. The P. S. to the Minister-in-Charge, P & RD Department for his kind appraisal;
8. The P. S. to the Additional Chief Secretary, P & RD Department for his kind appraisal.
9. The Nodal Medical Officer.....Zilla Parishad(All)/ Siliguri Mahakuma Parishad;
10. The Public Health Programme Coordinator, DPHC,Zilla Parishad(All)/ Siliguri Mahakuma Parishad;

Special Secretary

Panchayats & Rural Dev. Department

Notification cum Guideline for recruitment
of State Budget aided Gram Panchayat level part-time doctors

Selection procedure of the State Budget aided Gram Panchayat level part-time Homoeopathic and Ayurvedic doctors were being guided by the Order no H/AUH/379/3H-270/85 I dated 23.05.1988 and HF/O/ISMH/118/1A-10/2006 dated 24.02.2006 from long time past. The same have become almost impertinent in respect of the present situation and need to be modified. The matter was under consideration of this Department and now after careful consideration of the whole matter, this Department has decided to amend the guidelines in consultation with the Finance and Health & Family Welfare Department, Govt. of West Bengal for engagement of part-time Homoeopathic and Ayurvedic Medical Officers in Gram Panchayat level dispensaries under State Budget aided in the following manner:

1. Qualifications & other eligibility required:

A. Educational qualification: Higher Secondary examination, certified by 'West Bengal Council of Higher Secondary Education' or its equivalent is the minimum educational qualification.

B. Professional qualification:

I. For Homoeopathy :

A Bachelor Degree (BHMS) in Homoeopathy from a recognized University or Institution recognized by Central Council of Homoeopathy and must be registered with State or Central Council of Homoeopathy.

II. For Ayurveda :

A Bachelor Degree (BAMS) in Ayurveda from a University or its equivalent as recognized under the Indian Medicine Central Council Act, 1970. Candidate must be registered with 'Paschim Banga Ayurveda Parishad', West Bengal.

At the time of submitting application, all candidates must be registered with proper Council/Parishad and have to submit the registration certificate. Provisional certificate from the same authority can also be entertained but he/she have to produce the original registration certificate within Six months of his/her selection. In anyway, late submission of Registration Certificate will not be entertained.

C. Age: Entry age for part-time Homoeopathic/Ayurvedic Medical Officer in Gram Panchayat dispensaries shall be not more than 50 years and exit age shall be 65 years.

Age should be calculated on 1st January of the Publication of recruitment notification. Entry age limit is relaxable for 5 years for SC/ST and 3 years for OBC candidates.

D. Language known: Candidate must have knowledge in Bengali both speaking and writing.

E. Candidate must be a citizen of India.

F. Papers to be submitted with prescribed application form(Annexure-I):

1. Admit Card/Certificate of Secondary examination or equivalent or Birth Certificate issued by proper Government authority as age proof document.
2. Mark Sheets as in certificates for professional qualification.
3. Any Three of the EPIC, AADHAR, PAN, Ration card, Passport, Bank Pass Book, Certificate of address having photo issued by 'Member of Parliament' or 'Member of Legislative Assembly' or Group 'A' Gazetted Officer on proper letter head, Household Utility bill (Gas, Electric, Water, fixed Land line) showing name and current address (not more than three months old), Property/ Wealth tax assessment certificate with same details as address proof cum identity proof.
4. Self Declaration of same present and permanent address (if any).
5. Medical Registration Certificate.
6. Caste Certificate where applicable.

Selection procedure

2. A Selection Committee consisting of the Block Development Officer(B.D.O), Block Medical Officer of Health (B.M.O.H), Sabhapati of the Panchayat Samity concerned, Karmadhyaksha (Janaswsthya-O-Paribesh Sthayee Samity of the Panchayat Samity concerned), One Medical Officer shall be deputed by the Chief Medical Officer of Health (C.M.O.H) of the district as expert to such committee at the request of Block Development Officer along with the Assistant Chief Medical of Health (A.C.M.O.H) and the Prodhan of the Gram Panchayat concerned will select the candidate. The constitution of the Selection Committee will be as detailed below:

- | | |
|--|----------------------------|
| A. Sabhapati of the Panchayat Samity concerned - | Chairman |
| B. B.D.O Concerned - | Vice-Chairman cum Convener |
| C. Karmadhyaksha, Janaswasthya-O-Paribesh-Sthayee Samity of the Panchayat Samity - | Member |

- | | | |
|--|---|--------|
| D. One Medical Officer to be nominated by C.M.O.H.
(Preferably from AYUSH cell) | - | Expert |
| E. A.C.M.O.H. from the respective sub-division | - | Expert |
| F. B.M.O.H. Concerned | - | Expert |
| G. Prodhan of the Gram Panchayat concerned | - | Member |

3. An advertisement will be published in at least two widely circulated newspapers by the Zilla Parishad concerned mentioning the terms and conditions inviting applications from the intending candidates for the engagement of part-time Medical Officers in the sanctioned dispensaries at the Gram Panchayats. In response to such advertisement, the applications will be received by the Block Development Officer and Ex-officio Executive Officer of the respective Panchayat Samity. The Zilla Parishad should publish an advertisement, even for one vacancy.
4. Recruitment shall be done in those Gram Panchayats only where no other Govt. aided Medical facilities exist.
5. For selection of the candidates total marks 60 (sixty) will be distributed as follows :-

A. Academic & professional qualifications – 45

The above number will be allocated in the following way:

I. Academic : Higher Secondary – 10

II. Professional :

(i) Bachelor's Degree (BHMS/BAMS) – 30

(ii) Post Graduation Degree (MD) – 5 (not based on mark sheets, only certificate)

B. Others (residing in GP concerned) – 5

(For Academic and Professional qualification a candidate may be given marks on percentage basis against his/her qualification only.

C. Viva-voce – 10

Final selection will be made adding marks in Academic Qualification, Professional Qualification and Viva-voce taken together.

The entire process of selection shall be recorded in written and attendance of Candidates, if called for interview, should form part of the record. After closing of receiving date, all applications would be sorted out according to the eligibility criteria. A candidate can apply for more than One Gram Panchayat. Interview will be called

for each post (i.e. for each Gram Panchayat). All eligible candidates should come under interview. Any candidate residing in Gram Panchayat area concerned will get additional 5 marks in the interview. Panel cum merit list should be prepared for each Gram Panchayat. Interview of the candidates for one GP will be held in a single day. Interview dates will be fixed Gram Panchayat wise. All successful candidates should come in to the panel in order of merit for each GP.

6. The Committee will prepare a panel of each successful candidate in order of merit for each Gram Panchayat and get such panel of candidates approved in the next meeting of the Janaswasthya-O-Paribesh Sthayee Samity of the Panchayat Samity concerned and send the panel recommending the name of 1st candidate for engagement to the Zilla Parishad.
7. The Janaswasthya-O-Paribesh Sthayee Samity of the Zilla Parishad shall consider the proposal referred in Para-6 above is in order and will take a resolution recommending the name of 1st candidates to the Panchayat and Rural Development Department for approval. A copy of such resolution alongwith the panel made by the selection committee (if any) and a copy of educational qualification, age proof certificate, residential certificate, Professional Certificate, copy of Registration Certificate under the respective Council/Parishad as mentioned in Para-5(II) i) and ii) of the selected candidate should be sent to the Panchayats and Rural Development Department.
8. The Panchayats and Rural Development Department will consider such proposal and if found in order, will accord approval to such proposals.
9. On receiving approval of the Panchayats and Rural Development Department, the respective Zilla Parishad will communicate the same to the Panchayat Samity and Gram Panchayat concerned and the Prodhan of the Gram Panchayat will enter into an agreement with the approved candidate in the prescribed proforma circulated vide Panchayats and Rural Development Department vide memo no. 534 (18)/RD/PH&S/PH/2M-5/08 dated 31.01.2014 and engage him on part time basis. For the purpose an agreement may be made on specific terms & conditions. If the approved candidate refuses to join or resigns after joining, then the selection committee will consider next candidate from the list for engagement and a resolution may be taken in the Janaswasthya-O-Paribesh Sthayee Samity of the Panchayat Samity concerned recommending the name of the next candidate and so on.

10. The date of joining of the concerned doctor(after signing of the contract paper) must be sent to the Panchayats & Rural Development Department within two months from the date of receiving and the approved candidate must join in his/her post within One month from the date of receiving of appointment letter.
11. Maximum days of absence permissible in a year will be 30. However, they will be entitled honorarium for 12 off days(maximum 08 days in one stretch) only.
12. Validity of the panel is fixed to be of one year from the date of joining of the candidate for the first time from the panel. In case where validity of the panel has expired in accordance with above or where there is no other candidate in the panel, the fresh recruitment process may be initiated as per. Zilla Parishad concerned will advertise for this purpose at least two widely circulated newspapers. Permission for filling up vacancies in such cases no further approval will be required from this end but final approval of the candidate needs to be certified from this Deptt. as usual.
13. Any candidate engaged by any authority without maintaining the prescribed guideline would not be accepted for candidature by this Department.
14. Engagement will be on part time basis up to a maximum of 65 years of age. Terms and conditions will be as per contract. Their honorarium will be fixed by the Health & Family Welfare Department in consultation with Finance Department.
15. The Zilla Parishad, before recommending the selected candidate, must declare the present court case status.
16. The contract between the Pradhan and the selected doctor will be for one time. The work responsibilities, working period, attendance and the terms and conditions for continuation of their service are as laid down in the prescribed Contract proforma (Annexed).

You are requested to inform to the Block Development Officer & Ex-Officio Executive Officer of Panchayat Samities concerned about the selection procedure and the steps to be taken from their end.

The guideline cum notification is issued in concurrence with Finance Department U.O. no. Group P2/2021-2022/0275 dated 05.10.2021.

This guideline will come in to effect immediately.

**Government of West Bengal
Panchayats & Rural Development Department**

[State Public Health Cell]

Joint Administrative Building

Block:HC-7, Sector-III, Saltlake City, Kolkata-700106

Email : sphewb@gmail.com



Memo No.163/(21)/PRD-14098/1/2020-SPHC SEC-Dept. of PRD

Date: 25.07.2023

From : Suktisita Bhattacharya, IAS
Special Commissioner,
Panchayats & Rural Development Department.

To : The Additional Executive Officers,
All Zilla Parishads & Siliguri Mahakuma Parishad.

Sub : Partial modification of the Contract Paper for engagement of part-time contractual Medical Officers under State Budget head category.

Ref. : Notification cum Guideline vide Memo No.258(21)/PRD-14098/1/2020-SPHC SEC-Dept. of PRD Dated: 17.12.2021.

Sir / Madam,

In reference to the subject and memo mentioned above, this office has decided to partially modify the contract paper (copy enclosed) of part-time contractual Medical Officers under State Budget Head category in light of the present scenario. Otherwise the Notification cum Guideline referred above is remained the same.

The undersigned is directed to inform you that, the terms and conditions mentioned in modified contract paper are now applicable for all the Medical Officers under State Budget Head from 1st August, 2023 and for disbursement of honorarium, the calculating year shall be maintained from April to March.

So you are requested to take necessary steps in this regard.

Encl.: As stated.

[Suktisita Bhattacharya]
Special Commissioner
Panchayats & Rural Development Department

Memo No.163(21)/1(69)-PRD-14098/1/2020-SPHC SEC-Dept. of PRD

Date: 25.07.2023

Copy forwarded for information & necessary action to :

1. The Commissioner, Directorate of Panchayats & Rural Development, Mrityika, 5th & 7th Floor, 18/9, DD Block, Sector-I, Bidhannagar, Kolkata- 700064;
2. The Director of Homoeopathy, Department of Health & Family Welfare, AYUSH Branch, Swasthya Bhawan, Salt lake City, Sector-V, Block.GN-29, Kolkata-700091;
3. The Director of Ayurveda, Department of Health & Family Welfare, Swasthya Bhawan, 6th floor, Salt lake City, Sector-V, Block.GN-29, Kolkata-700091;
4. The District Magistrate & Ex-officio Executive Officer, All Zilla Parishad/ Siliguri Mahakuma Parishad;
5. The Special Secretary (AYUSH), Department of Health & Family Welfare, AYUSH Branch, Swasthya Bhawan, 6th floor, Salt lake City, Sector-V, Block.GN-29, Kolkata-700091;
6. The P. S. to the Minister-in-Charge, P & RD Department for his kind appraisal;
7. The Secretary, All Zilla Parishad/ Siliguri Mahakuma Parishad;
8. The Senior P. A. to the Secretary, P & RD Department for his kind appraisal.
9. The Public Health Programme Coordinator, DPHC, All Zilla Parishad/ Siliguri Mahakuma Parishad;

[Suktisita Bhattacharya]
Special Commissioner
Panchayats & Rural Development Department

গ্রাম পঞ্চায়েত পরিচালিত হোমিওপ্যাথিক/আয়ুর্বেদিক ডাক্তারদের নিয়োগ সংক্রান্ত চুক্তি পত্র (রাজ্য বাজেট হেড)

গ্রাম পঞ্চায়েতের তরফে শ্রী/শ্রীমতি (প্রধান) ও
শ্রী/শ্রীমতি.....(হোমিওপ্যাথিক/আয়ুর্বেদিক চিকিৎসক), ঠিকানা

-এর মধ্যে আজ(তারিখ) চুক্তি সম্পাদিত হলো। যেহেতু গ্রাম পঞ্চায়েত
চিকিৎসাকেন্দ্রে (ডিসপেনসারি) নিম্নলিখিত শর্ত নিয়মসাপেক্ষে ডাঃ আংশিক সময়ের চিকিৎসক
হিসাবে কাজ করতে সম্মত হয়েছেন-- এই বিষয়ে সংশ্লিষ্ট দুই পক্ষ একমত হয়ে ঘোষণা করছেন যে---

- ১)তারিখের সভার সিদ্ধান্ত ক্রমেগ্রাম পঞ্চায়েতের প্রধান
শ্রী/শ্রীমতি..... কে গ্রাম পঞ্চায়েত চিকিৎসাকেন্দ্রে (ডিসপেনসারি) চিকিৎসক হিসাবে কাজ
করার দায়িত্ব দিলেন এবং শ্রী/শ্রীমতি (চিকিৎসক) এই দায়িত্ব গ্রহণ করলেন এবং তিনি এই চুক্তি
পত্রে বর্ণিত শর্তাবলী মেনে তার ৬৫ বছর বয়স পর্যন্ত কাজ চালিয়ে যেতে পারবেন।
- ২) শ্রী/শ্রীমতি(চিকিৎসক) এই চিকিৎসাকেন্দ্রে, স্বাস্থ্য ও পরিবারকল্যাণ দপ্তরের নির্দেশ
অনুযায়ী, সাপ্তাহিক কাজের দিনে ৬ ঘণ্টা (প্রতিদিন সকাল ১১-টা থেকে বিকাল ৫-টা পর্যন্ত) করে উপস্থিত থেকে চিকিৎসার
কাজ করবেন এবং মাসের চতুর্থ শনিবার জনস্বাস্থ্য বিষয়ক সভায় উপস্থিত থেকে গ্রাম পঞ্চায়েতের তরফে পরবর্তী মাসে স্বাস্থ্য
ক্ষেত্রে কি কি পদক্ষেপ নেওয়া উচিত সে বিষয়ে সিদ্ধান্ত নিতে সাহায্য করবেন।
- ৩) শ্রী/শ্রীমতি(চিকিৎসক) চিকিৎসাকেন্দ্রে আগত রোগী ও রোগিনীদের নাম, ঠিকানা ও
তাদের অসুস্থতার সংক্ষিপ্ত বিবরণ নথিবদ্ধ করবেন এবং রোগী ও রোগিনীদের মধ্যে বিশেষ কোনো রোগের প্রাদুর্ভাব লক্ষ্য করলে
তা গ্রাম পঞ্চায়েতের প্রধানের কাছে লিখিতভাবে জানাবেন।
- ৪) গ্রাম পঞ্চায়েতের চিকিৎসাকেন্দ্রে (ডিসপেনসারি) চিকিৎসার কাজ করার জন্য শ্রী/শ্রীমতি.....(চিকিৎসক) সরকারি
আদেশনামা অনুসারে সাম্মানিক পাবেন এবং চিকিৎসাকেন্দ্রে উপস্থিতির ক্ষেত্রে বছরে সর্বাধিক ৩০দিন অনুপস্থিত থাকতে পারবেন
এবং বছরের শেষে অনুপস্থিতির সর্বাধিক ১২দিনের সাম্মানিক পাবেন, (যদি সর্বাধিক একটানা ৮দিনের বেশি অনুপস্থিত না
থাকেন) এবং পূর্ব ঘোষণা ব্যতীত কখনই অনুপস্থিত হবেন না।
- ৫) গ্রাম পঞ্চায়েত চিকিৎসাকেন্দ্রের চিকিৎসকের নিম্নবর্ণিত আচার-আচরণগুলির কোনও একটি বা একাধিক কারণ যদি তাঁর ক্ষেত্রে
পরিলক্ষিত হয় ও চিকিৎসকের বিরুদ্ধে এই সংক্রান্ত কোন অভিযোগ লিখিত বা বৈদ্যুতিন মাধ্যম দ্বারা পাওয়া যায় এবং গ্রাম
পঞ্চায়েত প্রধানও যদি লক্ষ্য করেন যে চিকিৎসকের আচরণ চিকিৎসাকেন্দ্র পরিচালনার পরিপন্থী, তাহলে তাঁর (চিকিৎসকের)
বক্তব্য পেশের সুযোগ সাপেক্ষে প্রধান, গ্রাম পঞ্চায়েতের সভার সিদ্ধান্ত নিয়ে এবং ব্লকের সমষ্টি উন্নয়ন আধিকারিকের
অনুমোদনক্রমে এই চুক্তি বাতিল করতে পারবেন।
(ক) কর্তব্যে অবহেলা করা ও গাফিলতি করা;
(খ) নৈতিক বা চারিত্রিক অধঃপতন;
(গ) ফৌজদারী মামলায় দোষী সাব্যস্ত হওয়া;
- ৬) এই চুক্তিপত্রে বর্ণিত শর্তগুলির এক বা একাধিক শর্ত অমান্য করার কারণে..... (গ্রাম
পঞ্চায়েতের নাম) গ্রাম পঞ্চায়েতের প্রধান, গ্রাম পঞ্চায়েতের অনুমোদন সাপেক্ষে, শ্রী/
শ্রীমতী..... কে (চিকিৎসকের নাম) তিনি চুক্তির কোন কোন শর্ত অমান্য
করেছেন এবং সেক্ষেত্রে তাঁর চুক্তি কেন বাতিল করা হবেনা সে বিষয়ে ৭ দিনের মধ্যে কারণ দর্শানোর নোটিশ দিতে পারেন।
প্রধানের চিঠি পাওয়ার ৭ দিনের মধ্যে সংশ্লিষ্ট চিকিৎসককে কারণ দর্শাতে হবে। ঐ চিকিৎসকের উত্তরে সন্তুষ্ট না হলে প্রধান, গ্রাম
পঞ্চায়েতের সভার সিদ্ধান্ত নিয়ে এবং ব্লকের সমষ্টি উন্নয়ন আধিকারিকের অনুমোদনক্রমে এই চুক্তি বাতিল করতে পারবেন এবং
সেক্ষেত্রে সংশ্লিষ্ট চিকিৎসককে ৩০ দিনের নোটিশ দিয়ে লিখিতভাবে জানাবেন।
গ্রাম পঞ্চায়েতের সিদ্ধান্তে সন্তুষ্ট না হলে সংশ্লিষ্ট চিকিৎসক নোটিশ পাওয়ার দিন থেকে ১৫টি কাজের দিনের মধ্যে অতিরিক্ত নির্বাহী
আধিকারিক, জেলা পরিষদের কাছে আপীল করতে পারেন। অতিরিক্ত নির্বাহী আধিকারিক চূড়ান্ত সিদ্ধান্ত না নেওয়া পর্যন্ত ঐ
চিকিৎসক কাজ চালিয়ে যাবেন।
- (৭) সংশ্লিষ্ট চিকিৎসকও চুক্তিকালীন সময়ে গ্রাম পঞ্চায়েতের প্রধানের কাছে ৩০ দিনের নোটিশ দিয়ে পদত্যাগ করতে পারেন।
- (৮) শ্রী/ শ্রীমতী..... (চিকিৎসক) তাঁর কার্যকালের মধ্যে প্রকাশিত এই সংক্রান্ত সমস্ত সরকারি
আদেশনামা মেনে চলবেন।

প্রধান, গ্রাম পঞ্চায়েত

হোমিওপ্যাথিক/আয়ুর্বেদিক চিকিৎসক

Government of West Bengal
Panchayats & Rural Development Department
[State Public Health Cell]
Joint Administrative Building
Block:HC-7, Sector-III, Saltlake City, Kolkata-700106
Email : sphcwb@gmail.com



Memo No.190(21)/PRD-14098/1/2020-SPHC SEC-Dept. of PRD

Date: 10.08.2023

From : Suktisita Bhattacharya, IAS

Special Commissioner,

Panchayats & Rural Development Department.

To : The Additional Executive Officers,
All Zilla Parishads & Siliguri Mahakuma Parishad.

Sub : Clarification regarding partial modification of the Contract Paper under State Budget head category Medical Officers.

Ref. : This Department Memo No. 163/(21)/PRD-14098/1/2020-SPHC SEC-Dept. of PRD Dated-25.07.2023

Sir / Madam,

In reference to the subject mentioned above, this is to clarify that the Medical Officers, who have already been engaged and have signed contract paper earlier, they can continue to work till the age of 65 years according to the terms and conditions mentioned in modified contract paper referred above and they need not sign a fresh contract further.

In this regard this is to request you to issue a general order to all concerned mentioning the rules and regulations of modified contract paper from Para 2 to Para 8.

Maximum days of absence permissible as mentioned in the contract should be calculated on yearly basis.

[Suktisita Bhattacharya]

Special Commissioner

Panchayats & Rural Development Department

Memo No.190(21)/1(69)-PRD-14098/1/2020-SPHC SEC-Dept. of PRD

Date: 10.08.2023

Copy forwarded for information & necessary action to :

1. The Commissioner, Directorate of Panchayats & Rural Development, Mrittika, 5th & 7th Floor, 18/9, DD Block, Sector-I, Bidhannagar, Kolkata- 700064;
2. The Director of Homoeopathy, Department of Health & Family Welfare, AYUSH Branch, Swasthya Bhawan, Salt lake City, Sector-V, Block.GN-29, Kolkata-700091;
3. The Director of Ayurveda, Department of Health & Family Welfare, Swasthya Bhawan, 6th floor, Salt lake City, Sector-V, Block.GN-29, Kolkata-700091;
4. The District Magistrate & Ex-officio Executive Officer, All Zilla Parishad/ Siliguri Mahakuma Parishad;
5. The Special Secretary (AYUSH), Department of Health & Family Welfare, AYUSH Branch, Swasthya Bhawan, 6th floor, Salt lake City, Sector-V, Block.GN-29, Kolkata-700091;
6. The P. S. to the Minister-in-Charge, P & RD Department for his kind appraisal;
7. The Secretary, All Zilla Parishad/ Siliguri Mahakuma Parishad;
8. The Senior P. A. to the Secretary, P & RD Department for his kind appraisal.
9. The Public Health Programme Coordinator, DPHC, All Zilla Parishad/ Siliguri Mahakuma Parishad;

[Suktisita Bhattacharya]

Special Commissioner

Panchayats & Rural Development Department