



**GOVERNMENT OF WEST BENGAL  
OFFICE OF THE SUB-DIVISIONAL OFFICER  
BARASAT SUB-DIVISION**

Memo No: 2031

Date: 15/07/2022

**NOTICE FOR ENGAGEMENT OF ASHA**

On behalf of the ASHA Selection Committee, Barasat Sub Division, applications are hereby invited in the prescribed form (Annexure A) from the prospective and interested candidates for engagement as Accredited Social Health Activist (ASHA) on purely voluntarily basis under NHM for different areas under all the Health Sub-Centers under Amdanga, Barasat-I, Barasat-II, Habra-I, Habra-II, Deganga, Rajarhat Blocks under Barasat Sub Division, in pursuance of the Memo No. HFW/NRHM-20/2006/(Part-II)/1631, dated 27/06/2012 of the Mission Director, National Health Mission, Health & Family Welfare Department, Government of West Bengal.

**Date of submission of application from : 15.07.2022 to 26.07.2022**

**Time of submission of application from 11:00 a.m to 03:00 p.m on all working days except Saturday, Sunday and other Govt holidays.**

**Venue of submission of application form: Office of the Block Development Officer, Amdanga, Barasat-I, Barasat-II, Habra-I, Habra-II, Deganga, Rajarhat Block.**

**Eligibility Criteria for engagement to the post of ASHA:**

- ❖ Should be a married/divorced/ widowed woman.
- ❖ Should be a permanent resident of the same area (village) under the health sub-centre for which she is applying.
- ❖ As on **15.07.2022** should be within the age group 30-40 years. In case of **SC/ST** candidates, the lower age limit may be relaxed to 22 years. (For all candidates born not before **15-07-1982** and not after **15-07-1992**; for **SC/ST** candidates born not before **15-07-1982** and not after **15-07-2000**).
- ❖ Should be Madhyamik or equivalent examination appeared, candidates possessing higher qualification are also eligible. However, in all cases (appeared and failed or passed or possessing higher qualification) only the marks obtained in Madhyamik or equivalent examination will be considered.
- ❖ Areas where the majority of the population belongs to SC/ST, preference will be given to candidates from that category, keeping the selection criteria fixed by the Sub Divisional Level ASHA Selection Committee. (**Memo No. HFW-27011/375/2018-NHM SEC-Dept. of H&FW-Par-II-3692**) **Date:03-12-2021**).
- ❖ Preference will be given to Grade I & Grade II SHG Members/ trained Dais/Link workers, keeping the selection criteria fixed.

  
15/07/22  
Sub Divisional Officer  
Barasat, North 24 Parganas.

**How to apply:**

Prospective and interested candidates should fill up prescribed application form (Annexure-A) in her own hand writing with blue/black pen and enclose the following document:

- ❖ Birth Certificate or Admit Card of Madhyamik of equivalent Examination (self attested photocopy) as proof of age.
- ❖ Voters Identity card (EPIC), Aadhar Card and Ration Card (Self attested photocopy) as proof of local residence.
- ❖ Mark sheet of Madhyamik or equivalent Examination (Self attested photocopy), even in case of failure in exam.
- ❖ Self Attested copy of Marriage Registration Certificate in case of married women of self attested copy of Decree of Divorce in case of Divorced women or self attested copy of Death Certificate of Husband in case of widow.
- ❖ In case of above mentioned Certificates are not available, Self Declaration regarding marital status certified by E.A/Secretary and Health Supervisor of concerned G.P in Annexure C.
- ❖ Self Attested copy of Death Certificate of Husband for Widowed applicant.
- ❖ If applicable, **SC/ST** Certificate from competent authority (Self attested photocopy).
- ❖ If applicable, in case of Grade I & Grade II SHG Members certificate from BDO, Barasat-I & Barasat-II and in case of trained Dais/Link workers, certificate form BMOH, Barasat-I & Barasat-II has to be submitted along with application form.
- ❖ Two (02) copies of identical Passport size colored photo, one for application form and another for Admit Card.
- ❖ An envelope (Size: 23cm X 10cm) with poster stamp or Rs. 5/- affixed and the full postage address of the candidate written on.
- ❖ The envelope containing the Application Form and enclosures should be superscripted as **"APPLICATION FOR ENGAGEMENT AS ASHA, name of the sub-center applied for ..... and name of Service area ....."** and should be addressed to and to be submitted a preferably by hand or via Speed Post or Registered Post to:

**The Block Development Officer**

..... Development Block.

At.....B.D.O Office

At.....P.O.....P.S.-.....

**Dist: North 24 Parganas, PIN.....**

  
15/07/22  
Sub Divisional Officer  
Barasat, North 24 Parganas.

- ❖ Application by Whatsapp/e-mail/BDO office drop box shall not be entertained.
- ❖ Incomplete/erroneous application / unsigned application/ application without any or all of the required documents shall be summarily rejected, and no consideration in this regard shall be allowed.
- ❖ Application received after 03:00 pm on \_\_\_\_\_ will not be entertained.
- ❖ Application received after due date and time due to postal delay of any other reason will not be considered.
- ❖ Interview will be held for the applicants fulfilling all criteria. The notice of date, time and venue of the interview will be sent to the applicant via post. The details will also be available at Amdanga, Barasat-I, Barasat-II, Habra-I, Habra-II, Deganga, Rajarhat Block office, Amdanga, Barasat-I, Barasat-II, Habra-I, Habra-II, Deganga, Rajarhat all Gram Panchayat Offices and Health Centers under Amdanga, Barasat-I, Barasat-II, Habra-I, Habra-II, Deganga, Rajarhat Block.
- ❖ While applying the applicant should ensure that she fulfills the eligibility & norms and that the particulars furnished by her are correct in all respects, In case it is detected at any stage of selection that applicant does not fulfill any eligibility norms and or that she has furnished any incorrect/false information or has suppressed any material fact(s), her candidature will stand cancelled with no further communication. If any of these shortcomings is/are detected even after selection her engagement is liable to be terminated without assigning any reason thereof.
- ❖ The ASHA selection Committee, Barasat Sub Division will draft panel list sub entre wise on the composite number of Marks in Madhyamik Examination and Interview.
- ❖ If any candidate fails to appear before the Interview board, her candidature will be summarily rejected even if she is otherwise eligible and has secured highest marks.
- ❖ Engagement of ASHA is purely on voluntarily basis and this does not confer any right/privilege for regular appointment or continuity service.
- ❖ Misconduct on the part of the candidate at any stage of the engagement process is strictly prohibited & shall render disqualification.
- ❖ The applicant shall not possess adverse Criminal Record which may render her unsuitable for the post.
- ❖ The original documents (except self Declaration with Certificate by EA/Secretary and Health Supervisor of concerned Gram Panchayat regarding marriage and Certificate regarding Grade-I/Grade-II/Trained Dias/Link Workers) need not to be submitted.
- ❖ The self attested copy of the certificates will be checked/verified during the interview.
- ❖ Hence the qualified/short listed applicants will be asked to bring the original documents during interview or consequently for verification of self attested documents.

  
 15/07/22  
 Sub Divisional Officer  
 Barasat, North 24 Parganas.

**General Conditions:**

1. Carefully read the instructions mentioned above before applying. Fill up Application Form with due care.
2. Help Desk has been set up at the Amdanga, Barasat-I, Barasat-II, Habra-I, Habra-II, Deganga, Rajarhat BDO Office. Apart from this, the Gram Panchayats/RH/BPHCs/PHCs/Health Sub Centers under Amdanga, Barasat-I, Barasat-II, Habra-I, Habra-II, Deganga, Rajarhat Development Block has been briefed, too. They may be approached.
3. Submission of the application does not guarantee an appointment.
4. In case of any misrepresentation of facts and documents the applicant shall be disqualified at any time and at any stage during the process of selection appropriate legal action may be taken against the candidate.
5. The Sub Divisional Level ASHA Selection Committee reserves the right to alter the mode of examinations or to conduct re interview or to cancel part of whole of any process of engagement including provisions/clauses of this notice or application at any stage, if required.
6. Beware of touts & job racketeers trying to deceive you by false promise(s) of securing job as "ASHA" either through influence or by use of unfair means. Please beware of unscrupulous elements and do not fall in their trap. Any attempt on the part of candidate to be selected by unfair means request through persons, officials or agencies etc. will disqualify her candidature.
7. The decision of ASHA Selection Committee, Barasat SD will stand final.

A handwritten signature in blue ink, followed by the date '15/7/22' written below it.

Sub-Divisional Officer

Barasat (Sadar), North 24 Parganas

&

Member Secretary

Sub-Divisional ASHA Selection Committee

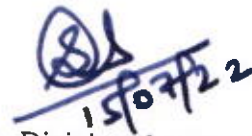
Barasat (Sadar), North 24 Parganas

Memo No. \_\_\_\_\_ / Con ( S )

Date: 15 / 07 / 2022.

Copy forwarded for kind information with the request to make necessary arrangement for wide publication of the Advertisement / Notification through Notice Board to :

1. The District Magistrate, North 24 Parganas.
2. The Additional District Magistrate ( Dev. ), North 24 Parganas.
3. The Chief Medical Officer of Health, North 24 Parganas, Barasat.
4. The Deputy Chief Medical Officer of Health - III, Barasat, North 24 Parganas.
- 5-11. The Sabhapati, Barasat - I, Barasat - II, Habra - I, Habra - II, Deganga, Amdanga & Rajarhat Panchayat Samity.
12. The D.P.O. ICDS, North 24 Parganas, Barasat.
13. The D.P.H.N.O. North 24 Parganas, Barasat.
- 14-20. The Block Development Officer, Barasat - I, Barasat - II, Habra - I, Habra - II, Deganga, Amdanga & Rajarhat Development Block, North 24 Parganas. Also they are requested to make necessary arrangement to display the Advertisement / Notification on the Notice Boards of all Gram Panchayat Offices under their respective jurisdictions.
- 21-27. The Block Medical Officer of Health, Barasat - I, Barasat - II, Habra - I, Habra - II, Deganga, Amdanga & Rajarhat Development Block, North 24 Parganas. Also they are requested to make necessary arrangement to display the Advertisement / Notification on the Notice Boards of all BPHC / RH / Sub - Centres under their respective jurisdictions.
28. The D.I.C.O. North 24 Parganas, Barasat with a request to publish the said Notification in two widely circulated News Papers, one English & one Bengali.
29. The D.I.O. NIC, North 24 Parganas with a request to upload the said Notification in the District Website.

A handwritten signature in blue ink is written over the date '15/07/22'. The signature appears to be 'S. S. S.' or similar.

Sub-Divisional Officer

Barasat (Sadar), North 24 Parganas

&

Member Secretary

Sub - Divisional ASHA Selection Committee

Barasat (Sadar), North 24 Parganas.

**APPLICATION FORM for ASHA-2022**

**Annexure-A**

(Please fill the application form in **CAPITAL LETTERS** in own handwriting with **Black/Blue** Ball point pen)

**For Office Use only**  
 Received on \_ \_ / \_ \_ / 2022  
 Index No:  
 Roll No : .....

To  
 The Member Secretary ASHA Selection Committee,  
 Sub Divisional Officer, \_\_\_\_\_,  
 North 24 Parganas, West Bengal

Paste self  
 attested recent  
 colour passport  
 size  
 photograph of  
 the applicant

**Sub** : Application for engagement as ASHA  
**Ref** : Notice Vide Memo No.: \_\_\_\_\_ Dated : \_\_\_\_\_

Name in full : .....

Date of Birth 

D	D	M	M	Y	Y	Y	Y

 Age as on 25.05.2022:.....Years.....Months .....Day.....  
 (As per Madhyamik Admit Card)

Name of the Sub Centre applied for: ..... Service Area applied for: .....

Marital Status: (Please write "Yes" in the appropriate box) Married:  Divorced:  Widowed:

Husband's Name: .....

Father's Name : .....

Address : Village.....G.P.....P.O.....  
 P.S.....District.....State.....Pin.....

Mobile No. ....

Distance of house from the Sub-Centre (in Kms) .....

Category: SC  ST  General  OBC

SC/ST Certificate No (if applicable)..... Ration Card No..... Aadhar No:.....

**Details of Madhyamik or equivalent examination:**

Name of Examination	Year of Appearance / Passing	Board / Council	Total Marks of the Exam	Total Marks Obtained	% of Marks obtained
Madhyamik or equivalent Examination					

Details of Experience (if any) : .....

Enclosures **1)** Birth Certificate or Admit Card of Madhyamik or equivalent Examination (Self attested photocopy)

**2)** Voters Identity card (EPIC), Aadhar and Ration Card (self attested photocopy)

**3)** Marksheet and Admit card of Madhyamik or equivalent Examination (self attested photocopy)

**4)** Marriage Certificate/Decree of Divorce/Self Declaration on Marital Status(in Annexure-C) certified by EA/Secretary and Health Supervisor of concerned Gram Panchayat.

**5)** If applicable SC/ST Certificate (Self attested photocopy)

**6)** If applicable Certificate from appropriate authority in case of Grade I & Grade II SHG Members and trained Dais/Link -workers.

**Declaration:** I have read carefully the notice and understood it fully. I do declare that all the statement made on this application are true complete and correct to the best of my knowledge and belief. In the event of the above information being found false/incorrect at any stage my candidature is liable to be cancelled forthwith. This is also to certify that I have no criminal record anywhere and if any criminal record is found my candidature will be summarily rejected even if I get selected for the post. I am fully aware that the engagement is purely Contractual and Temporary and I shall not claim for permanent engagement by virtue of this in future.

**Place** : \_\_\_\_\_

**Date** : \_ \_ / \_ \_ / \_ \_

.....  
 Full Signature of the Applicant

**Self-declaration by the applicant for her marital status (Married/ Divorced/ Widow).**

I, Smt. \_\_\_\_\_ D/O, \_\_\_\_\_ W/O  
\_\_\_\_\_

am applying for the post of Asha for \_\_\_\_\_ (area) under \_\_\_\_\_ (sub  
centre)

**I hereby declare that:-**

1) I am a resident of \_\_\_\_\_

2) I am married to Shri \_\_\_\_\_ S/o  
\_\_\_\_\_

resident of \_\_\_\_\_ for the last \_\_\_\_\_ years

**OR**

3) I am widow of late \_\_\_\_\_ S/o \_\_\_\_\_

resident of \_\_\_\_\_ who expired on  
\_\_\_\_\_

**OR**

4) I am separated from my husband Shri  
\_\_\_\_\_

S/o \_\_\_\_\_ for the last  
\_\_\_\_\_ years

This is true to the best of my knowledge and belief and I have not suppressed any facts while giving the above declaration.

Date : \_\_\_\_\_

Place : \_\_\_\_\_

**Full Signature of the applicant**

This is to certify that the above-mentioned information has been verified and it is true to the best of my knowledge.

**Signature of Executive Assistant /Secretary  
Gram Panchayat  
Seal of the Gram Panchayat**