

**Government of West Bengal**  
**Department of Health & Family Welfare**

G.A. Branch  
SwasthyaBhawan, Block GN-29, Sector - V  
Salt Lake City, Kolkata- 700091

No. HF/O/GA/2041/W- 82/2022

Dated: 26/07/2022

**MEMORANDUM**

In terms of Memorandum No. 515-PAR-23012/10/2020-eGov., dated 27.10.2021 issued by Department of Personnel & Administrative Reforms, Government of West Bengal, the services of IT Personnel who have been brought under the preview of Notification No. 192-IT/06/2020/PAR-e-Gov. dated 16.10.2020 issued by Department of Personnel & Administrative Reforms, are required to be renewed annually as usual till their attaining the age of 60 years unless their services are terminated prior to that age limit due to the reasons as stated therein.

Information Technology Cell of this Department has been entrusted with the job of implementing IT related policies of the Department in every tier of Health Facilities spreading across the Districts vide this Department's No. : HF/O/MS/W-46/07/6 Dated: 05.01.2009.

Hence for proper implementation of IT related activities of this Department across the State, it is has been felt that Information Technology Cell of this Department may monitor the performance of these IT Personnel in this regard.

In view of above, all engaging authorities in respect of IT Personnel who have been brought under the preview of Notification No. 192-IT/06/2020/PAR-e-Gov. dated 16.10.2020 are requested to submit the performance report of IT Personnel excluding Data Entry Operator (DEO) by 31<sup>st</sup> March of every year through website of this Department for which link will be prepared in due course for reviewing the performance report. The renewal of such IT Personnel will be made after the recommendation of the Information Technology Cell of this Department.


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Assistant Secretary to the  
Government of West Bengal



Copy forwarded for information and further communication:-

1. The Secretary, IT Branch, Swasthya Bhawan.
2. The Secretary & Commissioner, Food Safety, Swasthya Bhawan.
3. The Director of Medical Education & E.O.S., WB, Swasthya Bhawan.
4. The Director of Health Services & E.O.S., WB, Swasthya Bhawan.
5. The Special Secretary, Mental Health Branch, Swasthya Bhawan.
6. The Special Secretary, Dental Branch.
7. The Special Secretary, GA Branch.
8. The Secretary, Nursing. Swasthya Bhawan.
9. The Special Secretary, ME Branch, Swasthya Bhawan.
10. The Director, Homoeopathy, West Bengal, Swasthya Bhawan.
11. The Director, Ayurveda, West Bengal, Swasthya Bhawan.
12. The Joint Secretary, Law Branch, Swasthya Sathi Building.
13. The Director, Drug Control, WB, P-16, India Exchange Place Extension, Kit Buildings, (5th Floor), Kolkata-700 073.
14. The Director, State Drug Control & Research Laboratory, WB, 2, Convent Lane, Kolkata-700 015.
15. Special Secretary, P&AR Department, e-Governance Cell, 5, council House Street(3<sup>rd</sup> Floor), Kolkata-700001.
16. The Assistant Secretary & DDO, H&FW Department, Swasthya Bhawan.
17. The Establishment Cell of this Department.
18. The System Coordinator, IT Branch
  - with a request to upload it in the Departments website.
19. Guard File.

  
Assistant Secretary to the  
Government of West Bengal