

Government of West Bengal
Directorate of Health Services
Hospital Administration Branch
Swasthya Bhawan, GN 29, Sector V, Salt Lake, Kolkata-91

No. HHM/1H-Singly-07/2021/34

Dated. 07.10.2021

To

1. The Medical Superintendent Cum Vice principal
All MCH and Teaching Institution
2. The Chief Medical Officer of Health, (All District and Health District)
3. The Superintendent, All Decentralized Hospital

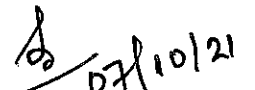
CORRIGENDUM

Sub: - Payment of remuneration and bonus to the contractual staff provided by existing agencies for security, scavenging, cleaning & housekeeping etc.

Sir/Madam,

In continuation of the previous Memo No. HHM/1H-Singly-06/2021/33 Dated. 05.10.2021, you are requested to take necessary arrangements to ensure for payment of remuneration and bonus to the contractual staff provided by existing agencies for security, scavenging, cleaning & housekeeping etc. at the hospitals under your control before the upcoming festive season for the year 2021 as per vide No. 170(2) - HS (MS)/HFW-15017(14)/7/2018 Dated.08.09.2021 of the Additional Secretary H.S. (M.S.), Department of Health & Family Welfare.

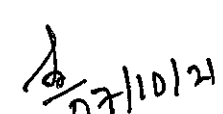
Enclosure: As Stated.


Dy. Director of Health Services
Hospital Administration

Dated. 07.10.2021

No. HHM/1H-Singly-07/2021/34-1(4)
Copy forwarded for information to the:

1. Director of Health Services, Govt. of West Bengal
2. Special Secretary (HS), Dept. of H& FW, Govt. of West Bengal
3. O.S.D. & Jt. D.H.S.(HA), Govt. of West Bengal
4. In-charge, I.T. Cell for web posting.


Dy. Director of Health Services
Hospital Administration

Government of West Bengal
Department of Health & Family Welfare
H.S. (M.S.) Branch
Swasthya Bhavan, GN - 29, Sector V
Salt Lake City, Kolkata 91

No. 170(2) – HS(MS)/HFW-15017(14)/7/2018

Date: 08.09.2021

From: The Additional Secretary
H.S. [M.S.] Branch

To: 1. The Director of Medical Education, West Bengal
Swasthya Bhavan, Kolkata – 700091
2. The Director of Health Services, West Bengal
Swasthya Bhavan, Kolkata – 700091

Sub: Payment of bonus to contractual staff provided by existing agencies for security, scavenging, cleaning & housekeeping etc.

Sir,

I am directed to refer to the subject mentioned above and to say that --

- i. As per the Tender Document, 2014, 2017, 2018 for engagement of contractual staff in hospital across State, payment of bonus to such staff shall be made by the agency that deploys them and reimbursement of the same shall be done by the concerned hospital on submission of documentary evidence of the actual payment made.
- ii. "The reimbursement of the same should be made from existing Head of Account from where monthly remunerations of the staff is paid,
- iii. All payment of bonus should be made @ 8.33% of the salary or wage earned by the employee / staff during the accounting year and once in a year before commencement of Durga Puja / Id following the year ended on 31st March.
- iv. Bonus is to be provided to all employees who have worked not less than 30 (thirty) days during the year ended on 31st March.
- v. Employees are entitled to arrear bonus, if due.

These are general in nature and applicable to all the Government health facilities in the State. You are, thus, requested to take necessary actions in this regard.

Yours faithfully,

Sd/ —

Additional Secretary
H.S. (M.S.) Branch

Copy forwarded for information and necessary action to: -

1. Principal Accountant General (A&E), West Bengal, Treasury Building, 2, Government Place West, BBD Bag, Kolkata – 700001
2. Accountant General (A&E), West Bengal, Treasury Building, Kolkata
3. The District Magistrate, (all districts)
4. The C.M.O.H., (all districts / health districts) for necessary communication to the concerned Deputy CMOH-I/Superintendents/ ACMOH/BMOHs within his/her jurisdiction having such facilities covered in this Order.
5. Additional Director of Health Services (AA&V), West Bengal, Swasthya Bhavan, Kolkata – 91
6. Joint Director of Health Services (H.A.), Swasthya Bhavan
7. The Director / Principal / MSVP / Superintendent(all health facilities)
8. The Pay & Accounts Officer / Treasury Officer (all)
9. President, Ex-servicemen Resettlement Society, 9-A, Beparitola Lane, Kolkata – 72
- ✓ 10. I.T. Cell for web posting
11. Office Copy
12. Guard File

Sedat
08.09.21
Additional Secretary
H.S. (M.S.) Branch