

GOVERNMENT OF WEST BENGAL
EDUCATION DIRECTORATE
BIKASH BHVAN, 6TH FLOOR, ROOM NO – 601
SALT LAKE , KOLKATA 700091

MEMO NO – ED- 1897 /2017

DATED KOLKATA THE 31ST July , 2017

To
The Principals/OICs/TICs
All Government Colleges and Government-Aided Colleges
West Bengal

Subject : Implementation of Swasthya Sathi Scheme

It may be instructed to furnish data required for the implementation of **Swasthya Sathi Scheme**.

The Modalities of submitting the required data of Government approved Part-Time Teachers(PTTs), Contractual Whole Time Teachers(CWTTs) and Daily rated/Casual Non-Teaching Employees of Government and Government-Aided Colleges are as follows :

1. The names of Government approved PTTs, CWTTs will be sent to the Principals/OICs/TICs of the Government/Government-Aided Colleges of West Bengal in the designated format(provided by the Department of Health & Family Welfare) by the Education Directorate through e-mail;
2. The Principals/OICs/TICs will fill up the data sheet sent by the Education Directorate and submit the same to the District Magistrate of the concerned district or to the Jt. Commissioner, KMC (in case of Colleges located within KMC);
3. The first Approval Memo No & latest Fixation Memo No with date will have to be provided by the Principals/OICs/TICs against each employee name being forwarded as Government approved PTTs, CWTTs and Daily rated/Casual Non-Teaching Employee;
4. The Principals/OICs/TICs are directed to contact the office of the concerned District Magistrate or Jt Commissioner, KMC for submitting the completed data sheets to the designated enrolment officer for **Swasthya Sathi**;
5. The Data for Government approved and Daily rated/Casual Non-Teaching Employees will have to be submitted in the same format to the concerned District Magistrate of the respective districts or Jt. Commissioner, KMC in the same manner. Approval Memo No of the Government with date must be written in the format provided for submission;

6. One copy of all data-sheet must be sent to T. K. Ghara, Jt. DPI, Education Directorate (e-mail : tkgjdpi@gmail.com);
7. Under each data-sheet, a declaration will have to be provided by the concerned Principal/OIC/TIC. The contents of the declaration are given below :

Declaration by the Principal/OIC/TIC of the College to be submitted with the data

I hereby declare that

- (a) all information furnished are correct and based on documentary proofs,
- (b) in the event, any information is found to be incorrect or erroneous, or if ineligible/ unauthorised person is allowed to register, the undersigned is solely responsible for that.

Signature of the Principal/OIC/TIC of the College

Official Stamp

sd/ Prof. Jayasri Ray Chaudhuri
Director of Public Instruction
Government of West Bengal

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DATED KOLKATA THE 31st July , 2017

Copy forwarded to ..

1. Jt DPI, PPS, Education Directorate, Government of West Bengal
2. Jt DPI, PTT & CWTT Cell, Education Directorate, Government of West Bengal
3. PS to the Hon'ble Minister-in-Charge, Department of Higher Education, Science & Technology and Bio-Technology(HESTBT), Government of West Bengal;
4. PS to the Additional Chief Secretary, Department of Higher Education, Science & Technology and Bio-Technology(HESTBT), Government of West Bengal;
5. PS to the Secretary, HESTBT, Government of West Bengal
6. Guard File

T.K. Ghara 31/07/17
for Director of Public Instruction
Government of West Bengal

