

Government of West Bengal
Department of Health & Family Welfare
(Family Welfare Branch)

Swasthya Bhawan, GN-29, Sector V, Salt Lake, Kolkata-700091

No. HF/N/FW/132/1B-02/2013

Dated: 21.10.2013

Sub: Procedure for Payment of Fixed Honorarium to ASHAs through Samity during the current Financial Year 2013-14

MEMORANDUM

As decided by Government of West Bengal, ASHAs are receiving Rs.1300/- as fixed honorarium from April 2013 onwards which has been further increased to Rs.1500/- w.e.f 1st October 2013, vide Memo No: HF/N/FW/130/1B-02/2013 dated 01.10.13.

However, it has been observed that there are procedural delays in payment of monthly fixed honorarium to ASHAs primarily at the block level. In an attempt to facilitate the existing process and ensure the payment to all ASHAs on the 1st day of the month the mechanism to be followed is as follows:

1. Funds for monthly fixed honorarium under budget head has already been sub allotted to the respective Chief Medical Officer of Health (CMOH) vide Memo No: HF/N/FW/125/1B-02/2013 dated 16.09.2013.
2. The Chief Medical Officer of Health or the Accounts Officer in the office of the CMOH of the District concerned will sub allot the fund to the respective BMOH who will act as Drawing & Disbursing Officer (DDO) in respect of the expenditure sanctioned.
3. As the present budget head of A/c is of Grant-in-Aid nature the DDO of the Block i.e the BMOH will draw the entire allotment of the remaining months of FY 13-14 in a single bill from the Treasury.
4. The same will have to be deposited in the bank account of Block Health and Family Welfare Samity.
5. From this account every month the Fixed Honorarium will be transferred to the account of the respective ASHAs by way of advice to the respective banks so that monthly payment to ASHAs may be ensured on the 1st of every month.
6. BMOH will submit the utilisation to the concerned Accounts Officer (AO) of the CMOH office every month.
7. CMOH will in turn submit the utilisation to this office monthly.


Joint Secretary (FW)

Copy forwarded for information and necessary action to the:-

1. Principal Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata-700001
2. Principal Accountant General (Audit), West Bengal, Treasury Buildings, Kolkata-700001
3. Accountant General (Local Bodies) West Bengal, CGO Complex, MSO Buildings, 5th Floor, D.F. Block, Salt Lake, Kolkata-700064
- 4-21. Treasury Officer,..... District
- 22-39. Chief Medical Officer of Health/Accounts Officer/A.O.-I in the office of the CMOH
.....Districts
40. Addl. Director of Health Services, (AA&V), West Bengal
41. Financial Advisor of this Department



Joint Secretary (FW)

Copy forwarded for information and necessary action to the:-

1. Director of Health Services, West Bengal
2. Addl. DHS (FW) & State Family Welfare Officer, West Bengal
- 3-4. Finance Department, Group-N/Group O of this Government
5. Director, State Bureau of Health Intelligence
- 6-23. District MagistrateDistrict
24. Joint Secretary, P&B Branch of this Department
25. P.S. to the Hon'ble Minister-in-Charge, Department of Health & Family Welfare
26. P.S. to the Hon'ble Minister-of-State, Department of Health & Family Welfare
27. Sr. P.S. to the Principal Secretary, Deptt of Health & family Welfare
28. Mission Director, NRHM, West Bengal
29. O.S.D. (IT) for display in Departmental Website
30. Guard File



Joint Secretary (FW)