

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HEALTH & FAMILY WELFARE
MEDICAL ADMINISTRATION BRANCH
SWASTHYA BHAWAN, SECTOR-V, GN-29,
SALT LAKE CITY, KOLKATA-700 091

No. HF/O/MA/1137/ HFW-25099/11/2018-MA

Dated, Kolkata the 30th October, 2018

NOTIFICATION

The Department of Health & Family Welfare has decided to introduce the HRIMS (Human Resource Information Management System) through web, with a view to having detailed information about all *Non-Medical Group A Officers* of the Department as and when required.

All the Non-Medical Group A Officers under direct control of Medical Administration Branch, Health and Family Welfare Department, Government of West Bengal are hereby directed to provide correct and up-to-date data of regular service period regarding Basic Information, Present Posting, Previous Posting, Contact No. (which is available round-the-clock) etc. for preparation of a Data-base of all Non-Medical Group A Officers through web based application available in website www.wbhealth.gov.in at 'E-GOVERNANCE' section, on and from 12.10.2018 with a nomenclature-KNOW YOUR OFFICER (NON MEDICAL).

- All the Non-Medical Group A Officers [**Assistant Superintendent (Non Medical), Physicist cum Radiation Safety Officer and Clinical Psychologist**] have to create User ID which is same as Employee ID of the IFMS database with their respective mobile no. (IFMS registered) for logging on to 'Non-Medical Group A Officer Data-base' and thereby fill up the details. It is to be approved by appropriate authority thereafter.
- The respective employee should furnish the details by **30th November 2018**.
- The *custodian of the service book* will be the authority for "Authentication of the Data-base" and the *approval* of the data provided by the officers need to be completed by the *custodian of the service book* within **15th December 2018**, using the same user ID and password as they used previously in case of KNOW YOUR DOCTOR vide GO no. HF/O/MA/1600/Z-01/2015 dated 30/11/2017.
- Regular updating of information in the portal is mandatory.
- In case of any technical difficulty officers may call 033-23330406 in office hours.

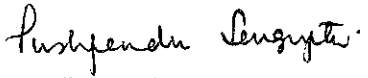
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Dr. Debaprasad Acharyya
Joint Secretary
to the Government of West Bengal.

No. HF/O/MA/1137/ HFW-25099/11/2018-MA /1(18) Dated, Kolkata the 30th October, 2018

Copy to ---

1. The Director of Health Services, West Bengal
2. The Director of Medical Education Services, West Bengal
3. Additional Director of Health Services (Admn), West Bengal.
4. Director,
5. Principal,
6. MSVP,
7. Deputy Director of Health Services (Admn), West Bengal.
8. Assistant Director of Health Services (P&E), West Bengal.
9. Chief Medical Officer of Health,
10. Superintendent,
11.
12. P.A. to Director SPSRC & Secretary (MS), Dept. of Health & FW
13. P.A. to MD (NHM), Commissioner (Family Welfare) & Secretary, Dept. of Health & FW
14. P.A. to AMD (NHM), Project Director, WBSAPCS, Member Secretary SBDC, Addl.
Secretary, Dept. of Health & FW
15. P.A. to the Commissioner (MA) of this Department.
16. Co-ordinator, IT Cell, of this Department; to post the order at department Website
17. Dealing Assistant
18. Guard file.


Dr. Pushpendu Sengupta
Deputy Secretary
to the Government of West Bengal