

GOVERNMENT OF WEST BENGAL
Directorate of Health Services
Hospital Administration Branch
Swasthya Bhawan, GN 29, Sector V, Salt Lake City, Kolkata-91

Memo No. HFW-46012(99)/15/2021-MC SEC/ 52

Dated. 20.12.21

To

The Director—IPGM&ER, SSKM Hospital, Kolkata;
The MSVP- all Medical College and Hospitals, Chittaranjan Seva Sadan and Dr. B C Roy PGIPS,
Kolkata;
The Superintendent- all Super Speciality Hospitals.

REMINDER LETTER

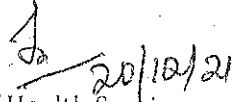
Subject: Information on specified personnel deployed for transportation of patients on trolley
(Trolley man)

Sir/Madam,

A letter was issued on the above mentioned subject vide Memo No. HFW-46012(99)/15/2021-MC SEC/ 31, dated 10.09.2021 which is annexed herewith for ready reference.

You are once again requested to send your present status on how this service- transportation of patients on trolley, are being managed in your hospital in absence of any specified trolley man. Your further suggestion in this regard is also solicited. Please send your response on or before 27.12.2021 through e-mail (wbhbr@gmail.com), ignore if already done.

Enclosure: As stated.

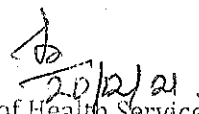

Dy. Director of Health Services
Hospital Administration

Memo No. HFW-46012(99)/15/2021-MC SEC/ 52-1 (6)

Dated. 20.12.21.

Copy for information to the:

1. Director of Health Services, Govt. of WB
2. Director of Medical Education, Govt. of WB
3. Secretary and MD-NHM, Dept. of H&FW, Govt. of WB
4. Addl. Secretary(HS), Dept. of H&FW, Govt. of WB
5. Jt. DHS, Hospital Administration, Govt. of WB
- ✓ 6. IT-Coordinator with request to arrange for web posting.


Dy. Director of Health Services
Hospital Administration

Department of Health and Family Welfare
Directorate of Health Services, Government of West Bengal
Hospital Administration Branch, Granthagar Bhavan
Swasthya Bhavan, Block: GN-29, Sector: V, Salt Lake City, Kolkata 700 091

Tel: 033 2333 0137

e-mail: wbhabr@gmail.com

Memo No. HFW-46012(99)/15/2021-MC SEC/ 31

Dated, Kolkata, the 10th. September, 2021

To

The Director—IPGM&ER, SSKM Hospital, Kolkata;
The MSVP- all Medical College and Hospitals, Chittaranjan Seva Sadan and Dr. B C Roy PGIPS, Kolkata; The
Superintendent- all Super Speciality Hospitals.

Sub: Information on specified personnel deployed for transportation of patients on trolley (Trolley man)

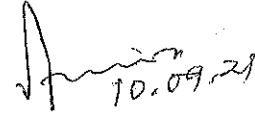
Sir/Madam

Inside the hospital's active area transportation of patients on trolley is a common necessity which requires involvement of an unskilled worker (Trolley man).

Please send your present status on how this service - transportation of patients on trolley, are being managed in your hospital in absence of any specified trolley man. Your further suggestion in this regard is also solicited. Please send your response by 17th of this instance through mail.

If you suggest any contractual engagement as "Trolley man" for your hospital, then send the properly filled 'SUMMARY SHEET-D' format with your reply.

Annexure: Format for Contractual engagement- 'SUMMARY SHEET-D'



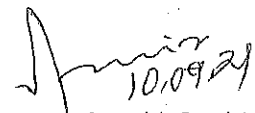
OSD & Jt. Director of Health Services
Hospital Administration

Memo No. HFW-46012(99)/15/2021-MC SEC/ 31 / 1 (5)

Dated, Kolkata, the 10th. September, 2021

Copy for information to the:

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3. Secretary and MD-NHM, Dept. of H&FW, Govt. of WB
4. Addl. Secretary(HS), Dept. of H&FW, Govt. of WB
5. Dy. DHS, Hospital Administration, Govt. of WB...



OSD & Jt. Director of Health Services
Hospital Administration

SUMMARY SHEET-D

FORMAT FOR CONTRACTUAL ENGAGEMENT
(against sanctioned vacant posts / additional engagement)

1. Name of Cadre Controlling Department/ Authority:
2. Name of Officer / Unit for which contractual engagement against sanctioned vacant posts/ additional engagement are to be considered with detailed particulars as per TABLE below:

Nomenclature of Post (Under Regular/Project based establishment)	No. of contractual employee proposed to be engaged against Regular/Project based post	Contractual men in position (up to Date)	Number of posts lying vacant out of sanctioned strength	Consolidated remuneration proposed for contractual engagement	Duration of proposed contractual engagement	Financial Involvement (Rs. In Lakh)	Justification for contractual engagement

3. Whether Administrative Deptt. Intends to surrender any post. If so, details may be given:
4. Whether approval of Hon'ble MIC/MOS concerned has been taken :

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Account Officer

.....
Medical Superintendent -cum- Vice Principal