

**Government of West Bengal**  
**Department of Health & Family Welfare**  
**P & B Branch**  
**Swasthya Bhawan**  
**GN-29, Sector-V, Salt Lake, Kolkata-91**

No. HF/O/P&B/56/O-2/18/(22)

Date 19/4/18

**From: The Joint Secretary to the  
Government of West Bengal.**

- To:** 1) The Director of Health Services, W.B.;  
2) The Director of Medical Education, W.B.;  
3) The Mission Director, N.R.H.M.;  
4) The Project Director, WBSAP & CS & SBTC;  
5) The Director, SPSRC;  
6) The Secretary, RSBY;  
7) The Secretary, IT;  
8) The Secretary & M.D., WBMSCL ;  
9) The DG, AYUSH Branch;  
10) The Commissioner, Food Safety;  
11) The Special Secretary, T.D.E. Branch/GA;  
12) The Chairman WBHRB;  
13) The Special Secretary, MERT Branch;  
14) The Joint Secretary, MES Branch;  
15) The Joint Director, NCD Branch;  
16) The Joint Secretary, Nursing Branch;  
17) The Joint Secretary, M.A. Br.;  
18) The Joint Secretary, M.S. Br.;  
19) The Programme Officer, NHM;  
20) The Joint Secretary, AYUSH Branch;  
21) The Deputy Secretary, Dental Br.;  
22) The Deputy Secretary, P.H.P./Mental Health Br.;

**Sub : Administrative Calendar for the year-2018**


Sir/Madam,

I am directed to send herewith the copy of Administrative Calendar 2018 for the month of April, 2018 and to request you to furnish progress report for the month of April, 2018 to this branch within 24/4/18.

This may be treated as extremely urgent.

Encl: As stated above

Yours faithfully,

  
Joint Secretary to the  
Government of West Bengal

**Health & Family Welfare Department**  
**Administrative Calendar 2018**  
**Status Report for April, 2018**

Sl No.	Branch	Activity	Achievement / Status	Remarks (Reason for shortfall, if any)
1	MS	Commencement of civil work at 10 bedded PHC at Gilachat in Diamond Harbour Health District.		
2	MS	Completion of infrastructural work of upgradation of Amdanga BPHC in North 24 Parganas District.		
3	Nursing	Publication of advertisement for admission of student for GNM course for the session 2018-2021.		
4	MERT	Completion of Process of Bi-annual Departmental Promotion of WBMS Officers with cutoff date as on 31/12/2017.		
5	MERT	Creation of posts for PMSSY -III Project.		
6	Dental	Departmental promotion of 65 clinical Tutor to Assistant Professor.		
7	WBSAP&CS	Inspection of 2 Blood Bank/BCSU by SBTC & WBSAPCS in 2 districts.		
8	WBMSCL	Visit of Senior Officials to at least two hospitals.		
9	WBMSCL	Finalization of contract for Bio-Medical Equipment Maintenance.		
10	NHM	Commencement of Follow Up Clinic for Sick Newborn Care Unit (SNCU) Graduates at 5(five) facilities.		
11	PHP	Completion of 2nd phase of GP Based Comprehensive Health Check Up camps for senior citizens in the FY 2017-18.		
12	PHP	Indoor Residual Spray (IRS) with insecticide Synthetic Pyrethroid (SP) for control of transmission of Kala azar in selected villages in 11 endemic districts (1st Round).		
13	RSBY & Swasthya Sathi	District level Performance review meeting with stakeholders in Paschim Medinipur, Jhargram, Purba Medinipur, Howrah.		
14	Swasthya Sathi	Publication of monthly newsletter by 1st week.		
15	All Branches	12 nos. of departmental meetings to review progress of activities and follow up measures.		
16	PHP	4 nos. of review meeting, or more as per need, to monitor the activities regarding dengue prevention/control.		