

Government of West Bengal
Department of Health & Family Welfare
AYUSH Branch
Swasthya Bhawan, GN-29, Sector-V
Salt Lake City, Kolkata-700091

No. HFW-34099/4/2018/125/AYUSH

Dated, Kolkata, 14th May ,2019

NOTIFICATION


In terms of Finance Department's Memo No. 2748-F (P2) dated 27.04.2018, the Governor is hereby pleased to specifically empower the authorities mentioned in the corresponding entries in columns 3,4 and 5 in the schedule appended hereunder as "Reporting" "Reviewing" and "Accepting" Officers respectively, in respect of Officers holding the posts under AYUSH section of this Department mentioned in column (2) below for the purpose in connection with the reporting, reviewing and accepting of Annual Confidential Reports/ Self Appraisal Reports in respect of Group-A employees under this Department w.e.f. 01.04.2018

SCHEDULE

Sl. No.	Post	Reporting Officer	Reviewing Officer	Accepting Officer
1	2	3	4	5
1.	Principal / Principal Superintendent / Superintendent cum Ex-officio Professor and Visiting Physician	Director of Ayurveda/ Homoeopathy	Joint Secretary AYUSH	Secretary/ Secretary-in-Charge AYUSH
2.	Superintendent/ Dy. Superintendent/ RMO/RP/Lecturer/ Professor/ Reader/ Apothecary Incharge etc.	Principal/Principal Superintendent/ Superintendent cum Ex-officio Professor and Visiting Physician	Director of Ayurveda/ Homoeopathy	i)Joint Secretary AYUSH ii) Secretary/ Secretary-in-Charge AYUSH (in the absence of Joint Secretary AYUSH)
3.	Assistant Director/ Inspector/ Special Officer / Administrative Officer	Director of Ayurveda/ Homoeopathy	Joint Secretary AYUSH	Secretary/ Secretary-in-Charge AYUSH
4.	DMO (AYUSH)	CMOH	Director of Ayurveda/ Homoeopathy	i)Joint Secretary AYUSH/ ii) Secretary/ Secretary-in-Charge AYUSH, (in the absence of Joint Secretary AYUSH)
5.	SAMO/ HMO	i)DMO (AYUSH) ii)CMOH (in the absence of DMO AYUSH)	Director of Ayurveda/ Homoeopathy	i)Joint Secretary AYUSH ii) Secretary/ Secretary-in-Charge AYUSH, (in the absence of Joint Secretary AYUSH)

Contd. 2

The Governor is further pleased to direct that the existing Reporting Officer/ Reviewing Officer/ Accepting Officer in a Particular post is/ are authorized to write/ review / accept Annual Confidential Reports/ Self Appraisal Reports on the basis of available records which his/ her predecessor(s) has/ have not written/reviewed/accepted.


Joint Secretary (AYUSH)
Government of West Bengal


No. HFW-34099/4/2018/125/AYUSH/1(6)

Dated, Kolkata, 14th May, 2019

Copy forwarded for information to the :

1. Director of Ayurveda & Homoeopathy
2. All Chief Medical Officer of Health.
3. All District Medical Officer AYUSH.
4. PA to Secretary in Charge AYUSH
5. Office Copy.

✓ 6. IT Cell of this Department with a request to upload the same in Departmental website.


Joint Secretary (AYUSH)
Government of West Bengal