

No.F.3 (5-2518)-FWPM/SHFWS/2012/Sub-II

Office of the Mission Director
National Rural Health Mission
Tripura: Agartala.

3rd October'
September'12

MEMO

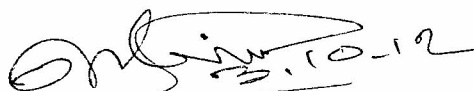
It has been decided that **Annual Record Book** shall be opened in the names of the contractual staffs engaged under National Rural Health Mission.

Annual Record Book in the name of the contractual staffs engaged under National Rural Health Mission will be maintained at State /District level as per following direction:

Health Institution	Annual Record Book maintained by
Staff posted under O/o the MD,NRHM	O/o the MD,NRHM
Staff posted under direct control of CMO/SH/DH/ all Programme Division.	O/o the respective CMO
Staff posted under Sub-divisional Medical Officer including SDH/CHC/PHC/ all Programme Division/Dispensaries.	O/o the respective SDMO
Staff posted under O/o the all Programme Division (State HQ).	O/o the Programme Officer

The particulars of the incumbents i.e complete bio-data including Leave Account of contractual staffs under National Rural Health Mission will be recorded in the Annual Record Book etc. as per format developed and enclosed herewith.

This issues with the approval of the authority under, U.O No.1495/Min (HFW)/12, dated-26/09/2012.



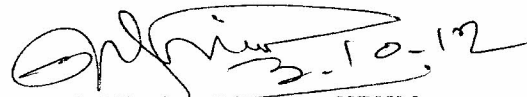
(Samarjit Bhowmik)

Secretary & Mission Director, NRHM
Government of Tripura
Agartala: Tripura

Enclo: As stated.

To

1. Director of Health Services, Govt. of Tripura for information.
2. The Director of Family Welfare & PM, Govt. of Tripura for information.
3. The CMO, West/ Khowai /Sepahijala /Gomati /South /Unakoti /North /Dhalai Tripura for information and necessary action.
4. The Medical Superintendant,AGMC & GBP Hospital/IGM Hospital/RGM Hospital /TSD Hospital/BSM Hospital,Agartala,Kailashahar,Udaipur,Kamalpur,Tripura for information.
5. The Programme Officer, RNTCP, NVBDCP, IDSP, NLEP, NPCB, NIDDCP, AYUSH Agartala, Tripura for information and necessary action.
6. The SDMO, _____, West /Khowai /Sepahijala /Gomati /South /Unakoti/North/Dhalai Tripura for information and necessary action.
7. The MO I/C, _____, West /Khowai /Sepahijala /Gomati /South /Unakoti/North/Dhalai Tripura for information and necessary action.



Secretary & Mission Director, NRHM
Government of Tripura
Agartala: Tripura



Annual Record Book

Photograph

1. Name :
2. Father's/Husband's Name :
3. Permanent Address :
4. Present Address :
5. Date of Birth :
6. Nationality :
7. Religion :
8. Community (SC/ST/OBC) :
9. Height :
10. Mark of Identification, if any :
11. Educational Qualification :
(at the entry point)
12. Subsequent enhancement :
of educational qualification

13. Name of Post :
(at the entry point)

14. No. and date of engagement:
(order showing the period)

15. Authority No. and date of :
Continuation showing the
Period.

i)

ii)

iii)

iv)

v)

vi)

vii)

16. Authority No. and Date :
of Re-designation/
Promotion, if any

17. Rate of initial monthly : Rs
Remuneration

18. Rate of subsequent enhancement : Rs
of honorarium showing the authority
No. and Date :

Rs

Rs

Rs

