

Gujarat 2911

GOVERNMENT OF GUJARAT

BY SPEED POST

NO: PHC-1005-GOI-10 -B
Health and Family Welfare Deptt,
7/7, Sardar Bhavan,
New Sachivalaya, Gandhinagar
Fax No: (079) 23254659 (O)
E-Mail : sechfwd@gujarat.goc.in
Date: 30-8-2005

To

The Secretary to Govt. of India,
Ministry of Health & Family Welfare,
Nirman Bhavan,
NEW DELHI- 110 011.

Subject: Regarding Constitution of State and District Health
Missions and integration of societies

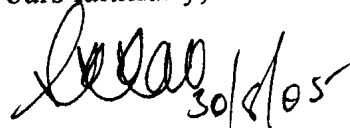
Sir,

Kindly refer to your D.O. letter No.37018/6/2003-EAG (Part-IV) dated 20th June, 2005 on the subject mentioned above. In this connection, I would like to state that as per Government of India recommendation, the Government of Gujarat has constituted a State Health Mission and District Health Mission under Government Resolution dated 29th August, 2005, a copy of the same is attached herewith.

You are therefore requested to take necessary action and release the 2nd installment of funds under NRHM.

Thanking you,

Yours faithfully,



(S.R. Rao)

Principal Secretary to Government of Gujarat,
Health and Family Welfare Department .

Encl: As above.

290

Constitution of State Health Mission and
Integration of State Health Society

Government of Gujarat
Health & Family Welfare Department
Resolution No: PHC-1005-GOI-10(1)-B.
Sachivalaya, Gandhinagar
Dated: 29th August 2005

Read:

1. Government of India, Ministry of Health & Family Welfare, DO No. 37018/6/2003-EAG(Part-IV) dated 20th June 2005
2. Proposal of the Commissioner of Health No: HRD-RHM-2005 dated 25th July 2005

Resolution:

Ministry of Health & Family Welfare, Government of India vide letter dated 20-06-2005 cited in preamble at (1) above, has directed the State Government to constitute State Health Mission to achieve the goals of National Rural Health Mission (NRHM) by improving the determinants of good health, in the State. In accordance with NRHM goals, the Goal of the State Health Mission is to improve the availability of and access to quality health care by people, especially for those residing in rural areas, the poor, women and children in the state.

Accordingly, after careful consideration the State Government has decided to constitute a State Health Mission under the Chairmanship of Hon. Chief Minister of Gujarat to achieve the goals of reducing IMR, MMR and stabilizing the population and the goals of National Rural Health Mission. Hon'ble Minister of Health & Family welfare will be the Co-Chair, Principal Secretary, Health & Family welfare will be the Convener, The Members of the State Health Mission will be:-

- Hon'ble Ministers in charge of Women and Child Development, Education, Panchayats and Rural Housing Development, Urban Development, Social Justice & Empowerment, Tribal Development, Roads & Buildings, Planning, Finance.
- Chief Secretary
- Additional Chief Secretary/Principal Secretary / Secretaries in-charge of Women and Child Development, Education, Panchayats, Rural Development, Urban Development, Social Justice & Empowerment, Roads & Buildings, Planning, Finance, State Health Mission Director, Additional Secretary & National Mission Director, MoHFW, GoI.
- Representatives of UNFPA, UNICEF, EC, UNDP
- Representatives of State branches of Indian Medical Association, Indian Public Health association and FOGSI and IIM
- Representative of NGO
- Station Directors- Doordarshan, All India Radio
- The Government will nominate 5-7 members from among the MPs, MLAs, City Mayor, President, Zila Panchayat, urban local bodies (with adequate representation of women)

The meeting will be convened every six months.

The State Health Mission will be implemented through "the State Health Society", which will be registered and established under the Societies Registration Act 1860, by merging all state level societies existing in the Health and FW dept. The Commissioner of Health shall be the State Health Mission Director. The implementation mechanisms of State Health Mission shall consist of:

State Health Society

The State Health Society will have following institutional mechanisms for various functions.

1. Governing Body of State Health Society

Chairperson : Chief Secretary
Vice-Chair : Principal Secretary (Health & Family Welfare)
Convener : Commissioner, Health & Family Welfare- appointed as Mission Director of State Health Mission

Member Secretary: Additional Director (Health)

Members: Secretaries of - Women and Child Development, Education, Panchayats, Rural Development, Urban Development, Social Justice & Empowerment, Roads & Buildings, Information & Broadcasting, Planning, Finance, Development Commissioner, Commissioners of all Municipal Corporations, representative of MoHFW, GoI, Representatives of UNFPA, UNICEF, EC, UNDP, Nominated non-official members: Representatives of State branches of Indian Medical Association, Indian Public Health association, Indian Association of Paediatrics, FOGSI, IIM and one MNGO.

Frequency of meetings: Once in three months and preferably prior to State Health Mission meetings

2. Executive Committee of State Health Society

Chairperson : Principal Secretary- Health & Family Welfare
Vice-Chair : Commissioner- Health & Family Welfare & State Health Mission Director

Convener : Joint Secretary- Health and Family Welfare

Members: Joint Secretaries of NRHM related departments such as Women and Child Development, Education, Panchayats, Rural Development, Urban Development, Social Justice & Empowerment, Roads & Buildings, Information & Broadcasting, Planning and Finance Additional Directors of Health, Family Welfare, Medical Education, Medical Services, State AIDS Control Society, Health Officers of all the Corporations, Directors of Information & Broadcasting, Central Medical Stores Organization, State Institute of Health and Family Welfare, Program Officers of TB, Malaria, Blindness Control, Leprosy, AIDS Control, HEB, etc, MoHFW, One GoI representative

Frequency of meetings: Once in three months and one meeting should just prior to the governing body meetings of the State Health Society.

3. State Program Committees for H & FW programmes (Sub-Committees under Executive Committee)

SN	Programs Sub-Committee	Status in the Committee
1.	Health	Chair person -Additional Director (Health)
2.	Family Welfare (RCH)	Chair person -Additional Director (FW)
3.	Medical Services	Chair person -Additional Director (MS)
4.	Medical Education	Chair person -Additional Director (ME)
5.	AIDS Control	Additional Director(AIDS Control)
6.	Logistics & Supply	Chair person -Director (CMSO)
7.	Trainings	Chair person -Director- SIHFW

Member Secretaries: Concerned State Program Officer (for each Program Committee)

Members: Joint Directors, Program Officers and Technical Consultants (SPMU),

Operations Manager and Finance Officer (Secretariat/ SPMU)

Frequency of meetings: Monthly- Once in a month and one meeting should just prior to the meeting of Executive Committee, State Health Society

(299)

4. State Health Mission Secretariat & State Program Management Unit (SPMU)

The State Program Management Unit (SPMU) will function as the secretariat to the State Health Mission as well as the State Health Society. Headed by the State Health Mission Director. The State Program Officers of each program will be supported by the secretariat/ unit, which will have experts in the areas of maternal health, child health, family planning, adolescent health, human resources, behavior change communication, finance and monitoring and evaluation recruited from the open market on contract/deputation. The unit will provide necessary technical support to the State Health Mission through its pool of skilled professionals from the field of health policy, planning and management, development communication, chartered accountancy, public health, management information systems, social works and information technology.

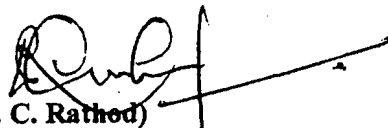
Process of merger of existing societies:

All the existing state level societies will be integrated into State Health Society with immediate effect. After the State Health Society has been registered, a meeting of the Governing Body of existing state societies in the Health and Family Welfare Department will be convened to adopt the following resolution:

"Resolved that the existing (State Committee On Voluntary Action (SCOVA), State Societies for Malaria, Leprosy, TB, Ophthalmic and AIDS Control) is dissolved with immediate effect and that all assets and liabilities of the said society shall stand transferred to the State Health Society, Gujarat."

After careful consideration, all the assets, liabilities and programmes to be transferred to State Health Society as appropriate. A signed copy of the above resolution has to be then filed with the Registrar of Societies to complete the process of merger. All the agencies concerned to be informed through the copy of office order for compliance.

By order and in the name of the Governor of Gujarat


(R. C. Rathod)

Deputy Secretary to the Government of Gujarat
Health and family welfare Department

To,
Principal Secretary to the Governor of Gujarat, Raj Bhavan, Gandhinagar
Personal Secretary to Hon'ble Chief Minister of Gujarat
Personal Secretary to Hon'ble Minister, Health
Personal Secretary to Chief Secretary
Principal Secretary, Health & Family Welfare Department
Commissioner of Health, Medical Services and Medical Education, Gandhinagar
Director, Ayurved and Naturopathy System, Gandhinagar
Additional Director, Health/Medical/Medical Education/Family Welfare
Director-SIHF
All Chairpersons & Member Secretaries of respective societies of the Health & FW dept.
All District Collectors
All District Development Officers
All Chief District Health Officers
All Chief District Medical Officers
Accountant General Rajkot/Ahmedabad
Pay and Accounts Officer, Ahmedabad/Gandhinagar
All Officers of Health and Family Welfare Department
All branches of Health and Family Welfare department
Select file

Financial Powers of the Office bearers of the State Health society (Governing body, Executive Committee, Programme Committees) and Member Secretary

For ensuring smooth flow of funds for the approved plans and activities, it is necessary that proper delegation of administrative and financial powers be made at each level. Therefore the Government is pleased to delegate powers to the following authorities at various levels;

Type of expenditure	Authority	Extent of power
1. Approval of State Plan	Governing Body	Full powers
2. Approval of District Plans, Urban Plans and City plans	Executive Committee	Full powers
3: Release of funds for implementation of plans / allocations which have been approved by Governing Body / Executive Committee	Mission Director & Vice Chair	Full powers
4.1: Procurement of goods	State Health Mission Director & Vice Chair Executive Committee	More than Rs 10.00 lakh and up to Rs. 30.00 lakh per case
4.2: Repairs and minor civil works	Additional Directors (Chair-Program Committee) and/or Member Secretary, Governing Body	Up to Rs. 10.00 lakh per case
4.3: Procurement of services for specific tasks including outsourcing of support services for the Directorate.	State Health Mission Director & Vice Chair Executive Committee	Full powers, provided that the contracts shall be for a period not exceeding 11 months at a time.
4.4: Hiring of contractual staff, including sanction of compensation package.	Additional Directors and/or Member Secretary, Governing Body	Full powers in respect of Clerical / Class-IV equivalent positions, subject to compensation package approved by the Executive Committee, provided that the contracts shall be for a period not exceeding 11 months at a time.
4.5: Miscellaneous items not mentioned above such as hiring of taxis, hiring of auditors, payments relating to documentation and other day-	Chairperson, Executive Committee	Up to Rs. 10.00 lakh at a time subject to a maximum of Rs. 75 lakh per annum.
	State Health Mission Director	Up to Rs 8.00 lakh at a time, subject to a maximum of Rs. 50.00 lakh per annum.

289

Constitution of District Health Mission and
Integration of District Health Societies

Government of Gujarat
Health & Family Welfare Department
Resolution No:PHC-1005-GOI-10(2)-B
Sachivalaya, Gandhinagar
Dated 29th August 2005

Read:

1. Government of India, Ministry of Health & Family Welfare, DO No. 37018/6/2003-EAG(Part-IV) dated 20th June 2005
2. Proposal of the Commissioner of Health No: HRD-RHM-2005 dated 25th July 2005

Resolution:-

Ministry of Health & Family Welfare, Government of India vide letter dated 20-06-2005 cited in preamble at (1) above, has directed the State Government to constitute State and District Health Mission to achieve the goals of National Rural Health Mission by improving the determinants of good health, in the State. The Goal of the District Health Mission is to improve the availability of and access to quality health care by people, especially for those residing in rural areas, the poor, women and children in the state.

Accordingly, after careful consideration the State Government has decided to constitute a District Health Mission under the Chairmanship of President, District Panchayat, to achieve the goals of reducing IMR, MMR and stabilizing the population and the goals of National Rural Health Mission. Co-Chairperson of the Mission will be District Collector. District Development Officer will be Convener and Chief District Health Officer will be District Health Mission Director and will work as Member Secretary of the District Health Mission. Other members will be as under;

- o Chairperson, Health Committee of District Panchayat.
- o Chair-persons of the Panchayat Education Committee, Construction Committee, Social Justice Committee
- o Presidents of all Taluka Panchayats from the district
- o Director (DRDA),
- o Additional District Health Officer, District RCH Officer, District TB Officer, District Leprosy Officer, District Malaria Officer
- o District Program Officers ICDS, District Primary Education Officer, District Social welfare Officer, Executive Engineers - PWD, Irrigation, Water Supply
- o Representative of concerned MNGO for the district
- o Representative of Commissioner, Health,

Adequate representation of women in this committee will be ensured. Meeting will be held Bi annual- once in every six months.

The District Health Mission will be implemented through "District Health Society", which will be registered and established under the Societies Registration Act 1860, by merging all district level societies existing in the district. The Chief District Health

(300)

Officer shall be the District Health Mission Director. The implementation mechanisms of District Health Mission shall consist of:

District Health Society

1. Governing Body- District Health Society

The Governing Body is the highest decision-making and main controlling body of the Society (DHS). For all purpose GB should be considered as General Body of DHS. The first members of the DHS who have signed the memorandum will be the first Governing Body of the Society. They will select the additional members of the Governing Body as suggested in the constitution.

Chairperson : District Collector
 Co Chair : District Development Officer
 Vice Chair : Regional Deputy Director
 Member Secretary : Chief District Health Officer & District Health Mission Director

Other Members:

1	Chief District Medical Officer
2	Additional District Health Officer
3-8	District RCHO, District Tuberculosis Officer, District Leprosy Officer, District Program Officer- NPCB and ICDS, District Malaria Officer
9	Professor & Head, Community Medicine, of nearby Medical College (or nominated by him but not below the rank of Associate Prof)
10-13	Superintendent of FRUs
14	One Block Health Officer by rotation to be nominated by CDHO
15-19	District Information Officer (I&B Dept.), District IEC Officer, District Planning Officer, District Primary Education Officer, District Social Welfare/Defence Officer
20-22	Executive Engineer (R&B), Executive Engineer (WS&SB), Executive Engineer (Jilla Panchayat)
23-25	President of Local Branch of IMA (or) His nominee, President of Local Branch of IAP (or) His nominee, President of Local Branch of FOGSI (or) His nominee
26	Medical Officer DTT.
27	Representative of Commissioner, Health
28	Principal Nursing School
29-30	MNGO (working in the field of H & FW), One NGO (working in the field other than Health)
31-32	One woman MLA/President Taluka Panchayat/President of Local Body, One woman leading Private Practitioner
33	District Program Coordinator, DPMU

Frequency of meetings will be once in three months and preferably prior to District Health Mission meetings

2. Executive Committee of District Health Society

Chairperson : District Development Officer
 Vice Chair : Chief District Health Officer
 Member Secretary : Additional District Health Officer

Members: District RCHO, District Tuberculosis Officer, District Leprosy Officer, District Program Officer- NPCB and ICDS, District Malaria Officer, MO- DTT, Civil Surgeon of district hospital, Superintendent of FRUs, Block Health Officers, District Program Coordinator (DPMU), Frequency of meetings will be quarterly- Once in three months and one meeting should just prior to the governing body meetings of the District Health Society.

3. District Program Committees for H & FW programmes (Sub-Committees under Executive Committee)

Chairperson : Chief District Health Officer/Chief District Medical Officer
 Vice Chair : Additional District Health Officer
 Member Secretary : Concerned District Program Officer

Composition of the District Program Committees

Health	TB, Leprosy, Malaria, & Disease surveillance	Chief District Health Officer	Member secretary- Concerned district program officer(DTO/DLO/DMO/EMO), State H& FW official designated for the district, Concerned HOD in respective programme from medical college, Urban Health Officers, Superintendent of one Community Health Centre, Two Block Health Officers, one village health committee chairperson, one NGO (working in the concerned field of health), JSA member, District Program Coordinator (DPMU), District Accounts Officer
FW (RCH)	Maternal Health, Child Health, Family Planning	Chief District Health Officer	Member secretary- District RCH Officer, State H& FW official designated for the district, HOD (O&G/Pediatrics) from medical college, Urban Health Officers, Superintendent of one Community Health Centre, Two Block Health Officers, one village health committee chairperson, one NGO (working in the concerned field of health), JSA member, District Program Coordinator (DPMU), District Accounts Officer
Medical	AIDS & Blindness control	Chief District Medical Officer	Member secretary- Concerned district program officer(Microbiologist/Ophthalmic Surgeon), State H& FW official designated for the district, HOD (Oph) from medical college, Superintendent of one Community Health Centre, Two Block Health Officers, one village health committee chairperson, one NGO (working in the concerned field of health), JSA member, Urban Health Officers, District Program Coordinator (DPMU), District Accounts Officer
Training	Training institutes,	Chief District Health Officer	Member secretary- DTT MO, One faculty designate for the district form SIHFW, DTT faculty, FHW training Centre, DTC, Superintendent of one CHC, Two Block Health Officers, one village health committee chairperson, JSA member

Frequency of meetings: Monthly- Once in a month and one meeting should just prior to the meeting of Executive Committee, District Health Society

302

4. District Health Mission Secretariat & District Program Management Unit (DPMU)

The District Health Society Secretariat will consist of all district program officers supported by a core team of 4 full time contractual program support staff (DPMU), to support District Health Mission as under

- o District Program Coordinator
- o District Accounts Officer
- o Finance Assistant
- o Monitoring & Evaluation Assistant

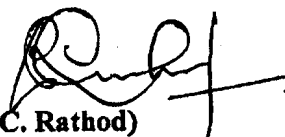
Process of merger of existing societies:

All the existing district level societies will be integrated into District Health Society with immediate effect. After the District Health Society has been registered, a meeting of the Governing Body of existing district societies in the district will be convened to adopt the following resolution:

"Resolved that the existing (...District Societies for Malaria, Leprosy, TB, Ophthalmic and AIDS Control...) is dissolved with immediate effect and that all assets and liabilities of the said society shall stand transferred to the District Health Society-----"

After careful consideration, all the assets, liabilities and programmes to be transferred to District Health Society as appropriate. A signed copy of the above resolution has to be then filed with the Registrar of Societies to complete the process of merger. All the agencies concerned to be informed through the copy of office order for compliance.

By order and in the name of the Governor of Gujarat



(R. C. Rathod)

Deputy Secretary to the Government of Gujarat
Health and family welfare Department

To,
Principal Secretary to the Governor of Gujarat, Raj Bhavan, Gandhinagar
Personal Secretary to Hon'ble Chief Minister of Gujarat
Personal Secretary to Hon'ble Minister, Health
Personal Secretary to Chief Secretary
Principal Secretary, Health & Family Welfare Department
Commissioner of Health, Medical Services and Medical Education, Gandhinagar
Director, Ayurved and Naturopathy System, Gandhinagar
Additional Director, Health/Medical/Medical Education/Family Welfare
Director-SIHFV
All Chairpersons & Member Secretaries of respective societies of the Health & FW dept.
All District Collectors
All District Development Officers
All Chief District Health Officers
All Chief District Medical Officers
Accountant General Rajkot/Ahmedabad
Pay and Accounts Officer, Ahmedabad/Gandhinagar
All Officers of Health and Family Welfare Department
All branches of Health and Family Welfare department

303

For ensuring smooth flow of funds for the approved plans and activities, the Government is pleased to delegate Financial Powers to the Office Bearers of the Society (Governing Body, Executive Committees, Program Committee) and Member Secretary

Type of expenditure	Authority	Extent of power
1. Approval of District Plan	Governing Body	Full powers (subject to the approval of the State Health Society)
2. Approval of Urban Plans and City plans	Executive Committee	Full powers (subject to the approval of the State Health Society)
3. Release of funds to Hospitals/ hospital societies; block Medical Officers and other implementing agencies as per approved norms by State Health Society and/or proposals approved by State.	District Health Mission Director and Member-Secretary of the concerned Program Committee	Full powers
4. Release of funds for implementation of plans / allocations approved by Governing Body / Executive Committee, as approved by the Executive Committee		
5.1: Procurement of goods	Chair-person, Governing Body	Up to Rs 5 lakh per case at a time maximum of Rs 30.00 lakh per annum
5.2: Repairs and minor civil works	Chair-person, Executive Committee	Up to Rs. 3.00 lakh per case at a time maximum of Rs 15.00 lakh per annum
5.3: Procurement of services for specific tasks including outsourcing of support services	Chair-person, Governing Body	Up to Rs. 2.00 lakh at a time subject to a maximum of Rs. 10.00 lakh per annum
5.4: Miscellaneous items not mentioned above such as hiring of taxis, hiring of auditors, meetings and workshops, training, purchase of training material/ books and magazines, payment of TA/DA allowances for contractual staff and/or non-official invitees to DHS meetings and/or officials deputed to meetings outside the district.	Chair-person, Executive Committee	Up to Rs 1.00 lakh at a time, subject to a maximum of Rs. 10.00 lakh per annum
	Member-Secretaries of the Program Committee	Up to Rs 50,000/- at a time subject to a maximum of Rs. 5.00 lakh per annum.
	Superintendents FRU/CHC	Up to Rs. 25,000/- at a time subject to a maximum of Rs. 2 lakh per annum
	Medical Officer, PHC	Up to Rs. 10,000/- at a time subject to a maximum of Rs. 50,000/- per annum (for PHCs and Subcenters under his/her jurisdiction)

Review / revision of financial powers

The Governing body may review and revise the financial powers of the office bearers of the bodies of the Society on an annual basis and revise the same, if considered necessary.

Recruitment and Appointment

Appointments for the Society can be made under the society letterhead, only against vacant/ posts prescribed for the Society in accordance with the conditions in this regard prescribed by the Govt. of Gujarat/ India from time to time.

Recruitment would be through either:

- Appointments from open market on contractual basis for a fixed tenure of 11 months. All appointments would be on contract.
- Appointments on "Deputation" basis: all such appointments will be regulated in terms of State Government rules relating to Deputation.
- Individuals recruited and paid for by an outside agency [e.g. Government of India and/or Development Partners] but posted to work within the Society Secretariat: all such persons shall be governed by the terms of employment of the organization agency concerned.

The terms of appointment of the staff of the Society shall be regulated in terms of the guidelines that may be provided by the State Government.