



GOVERNMENT OF RAJASTHAN
RAJASTHAN STATE HEALTH SOCIETY (NRHM)
SWASTHYA BHAWAN, TILAK MARG, JAIPUR

F:20(Accountant)/NRHM/HRD/2009/ 338

Dated: 5/2/10

Chief Medical & Health Officer (All Districts)

Sub: Engagement of Accountants on contract basis under National Rural Health Mission

As you would be aware, the Implementation Framework of National Rural Health Mission envisages over all augmentation of management capacity at all levels in health sector. As a part of this strategy, Programme Management Units have been set up at State and District levels and are also being set up at Block levels. These PMUs have added immense value to the system and improved efficiency in execution and monitoring of health programmes.

As part of this initiative under NRHM the State has already deployed Accountants on contract basis at many of the Blocks, CHCs, and PHC. Since these institutions have become hub of a large number of activities in health sector under NRHM, we are deploying more Accountants at vacant places. The selections process was done at the State level and about 377 candidates have been selected. The list of candidates along with allocated Districts is enclosed along with this circular.

Issue of Offer of Contract letter: The offer of contract will be issued by Member Secretary (CM&HO) District Health Society. The list of selected candidates along with allocated Districts is enclosed. CM&HOs are directed to immediately issue the offer of contract with allocation of their posting places to the candidates. These Accountants be deployed at vacant places at BCMOs office, CHCs, and 24X7 PHCS. PHC with less than 10 delivery per month must be avoided in postings. The candidates should be directed to join within 15 days of issue of the offer of contract failing which the offers may be cancelled. Immediately on joining of candidate in the district he should be directed to report to concerned institution on the next working day. However, his reporting and joining at DHS should be treated as the date of joining for all practical purposes. Draft of offer of contract letter to be issued, Terms of Reference and Copy of agreement to be signed between the candidate and the DHS is enclosed along with this circular.

Signing of Agreement: These Accountants have to execute an agreement on Rs 500/- non-judicial stamp paper with the concerned Registered Medical Relief Society (RMRS). The candidates who are posted at Block CM&HO office will sign the agreement with the connected CHC. The Member Secretary of RMRS is authorised to sign the contractual agreement on behalf of the RMRS. The candidate should be directed to report to the allotted institution where they will give their joining report. The OIC of the institution will send the copy of the joining report to Member Secretary DHS (ie CM&HO). The Chief Medical Health Officer will consolidate all the joining and in turn intimate with the joining dates of all Accountants posted in their respective districts to the State.

Facilities to be Provided at the Institution: CM&HO should ensure that OIC of the institution provide proper sitting arrangements along with computer to these Accountants.

Payment of Honorarium: The Accountants will be paid honorarium @ Rs 8,000/- (Rs Eight Thousand Only) per month. The funds for payment of honorarium to these Accountants are being released to District Health Societies (DHS) shortly. The DHS will in turn release the funds to the concerned institution from where the individual will be paid the honorarium. They will be paid honorarium on raising the monthly bill on individual basis (the format for raising

the bills is enclosed). It should be ensured that the payment of honorarium be made latest by 7th of every next month based on attendance. The OIC of the institution will necessarily report to DHS after making the payment of honorarium every month.

Maintenance of Attendance Register: OIC of the institution should be directed to maintain a new attendance register for all such contractual staff posted at the institution and also monitor the job task of Accountant.

Maintenance of Personal Record:

The personal record of each of the candidates shall be maintained at office of the Concerned Block CM&HO. A consolidated report of status of joining of Accountants should be sent to Project Director NRHM as per the format given under by CM&HO.

Name of the District

S.No	Name of the Accountant	Place of Posting	Date of Joining

Leave/TA/DA Rules: Applicable as per the circular issued vide No 20 (PMU) / NRHM / HRD / 2007 / 668 dated May 2nd 2007. A copy of the circular may be sent by CM&HOs to the institutions for record.

A copy of this circular should be forwarded to OIC of the Institution where Accountant is posted.

(Bhawani Singh Detha)
Mission Director (NRHM)

Encl:

1. Copy of offer of contract
2. Copy of the Agreement
3. Copy of Terms of Reference
4. Copy of honorarium bill

Copy for information & necessary action to:

1. PS to Principal Secretary Medical, Health & Family Welfare, Secretariat, Jaipur
2. District Collectors
3. Director (RCH)
4. Financial Advisor NRHM
5. Joint Director concerned Zones
6. SPM/CFA-NRHM
7. State Finance Manager NRHM
8. District Programme Manager C/o CM&HO
9. Concerned File

Project Director NRHM