

Vill- Pathar Mohora,
P.O & P.S-Manbazar,
Dist-Purulia, PIN-723131, W.B.



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GOVERNMENT OF WEST BENGAL
OFFICE OF THE SUB-DIVISIONAL OFFICER
MANBAZAR SUB-DIVISION

Memo No : 992 /SDO/MNB

Date: 05 -08-2022

NOTICE FOR ENGAGEMENT OF ASHA

On behalf of the ASHA Selection Committee, Manbazar Sub Division, applications are hereby invited in the prescribed form (Annexure A) from the prospective and interested candidates for engagement as **Accredited Social Health Activist (ASHA)** on purely voluntarily basis under NHM for different areas under all the Health Sub-Centers (attention:Annexure-C) under Puncha, Manbazar-I, Manbazar-II, Bandwan & Barabazar BPHC/RH at Puncha, Manbazar-I, Manbazar-II, Bandwan & Barabazar Development Block respectively under Manbazar Sub Division, in pursuance of the Memo No. HFW/NRHM-20/2006/(Part-II)/1631, dated 27/06/2012 of the Mission Director, National Health Mission, Health & Family Welfare Department, Government of West Bengal.

| Sl. No. | Particulars / Event | Remarks |
|---------|--|--|
| 1 | Date of submission of application | From 10.08.2022 to 05.09.2022 |
| 2 | Time of submission of application | From 11:00 A.M to 03:00 P.M on all working days except Saturday, Sunday and other Govt. Holidays. |
| 3 | Venue of submission of application form | Office of the concerned Block Development Officer, Puncha, Manbazar-I, Manbazar-II, Bandwan & Barabazar Development Block. |

A. Eligibility Criteria for engagement to the post of ASHA :-

- 1) Should be a married/divorced/ widowed woman.
- 2) Should be a resident of the same area (**village**)for which she will be selected as mentioned in Annexure-C, column No. 4.
- 3) As on **01.01.2022** should be within the age group of 30-40 years. In case of **SC/ST** candidates, the lower age limit may be relaxed to 22 years. (For all candidates, except SC/ST candidates, born not before **01-01-1982** and not after **01-01-1992**; for **SC/ST** candidates born not before **01-01-1982** and not after **01-01-2000**).
- 4) Should be Madhyamik or equivalent examination appeared; (either passed or failed) Candidates possessing higher qualification are also eligible. However, in all cases only the marks obtained in Madhyamik or equivalent examination will be considered.

- 5) **Area (Village) where the majority of the population belongs to SC/ST, preference will be given to candidates from that category**, keeping the selection criteria fixed. **(Memo No. HFW-27011/375/2018-NHM SEC-Dept. of H&FW-Part/(2)/3692 Dated:03-12-2021).**
- 6) Preference will be given to Grade I & Grade II SHG Members/ trained Dais/Link workers, keeping the selection criteria fixed.

B. How to apply: -

Prospective and interested candidates should fill up prescribed application form (Annexure-A) in her own hand writing with blue/black pen and enclose the following documents:

- 1) Birth Certificate or Admit Card of Madhyamik of equivalent Examination (self-attested photocopy) as proof of age.
- 2) Voters Identity Card (EPIC) and Ration Card (Self attested photocopy) as proof of local residence.
- 3) Mark sheet of Madhyamik or equivalent Examination (Self attested photocopy), even in case of failure in exam.
- 4) Self-Attested copy of Marriage Registration Certificate in case of married women or self-attested copy of Decree of Divorce in case of Divorced women or self-attested copy of Death Certificate of Husband in case of widow.
- 5) In case of above-mentioned Certificates are not available, Self-Declaration regarding marital status certified by (i) The E.A/Secretary and (ii) The Health Supervisor of concerned G.P in Annexure B.
- 6) Self-Attested copy of Death Certificate of Husband for Widowed applicant.
- 7) If applicable, **SC/ST** Certificate from competent authority (Self attested photocopy).
- 8) If applicable, in case of Grade I & Grade II SHG Members certificate from BDO of concerned Block and in case of trained Dais/Link workers, certificate form BMOH of concerned BPHC/RH has to be submitted along with application form.
- 9) Two (02) copies of identical Passport size coloured photo, one for application form and another for Admit Card.
- 10) An envelope (Size: 23cm X 10cm) with postal stamp of Rs. 5/- affixed and the full postal address of the candidate written on the envelope.
- 11) The envelope containing the Application Form and enclosures should be superscripted as "APPLICATION FOR ENGAGEMENT AS ASHA, name of the sub-center applied for and name of area (village)" And should be addressed to and to be submitted preferably by hand or via Speed Post or Registered Post to:

The Block Development Officer
 **Development Block.**
At.....B.D.O Office
At.....
P.O-.....P.S.-.....
Dist :Purulia, (W.B.)
PIN :

- 12) Application by "Whatsapp" messenger/e-mail/electronic mode(online) shall not be entertained.
- 13) Incomplete/erroneous application / unsigned application/ application without any or all of the required documents shall be summarily rejected, and no consideration in this regard shall be allowed.
- 14) Application received after **03:00 P.M. on 05.09.2022** will not be entertained.
- 15) Application received after due date and time due to postal delay or any other reason will not be considered.
- 16) While applying, the applicant should ensure that she fulfills the eligibility & norms and that the particulars furnished by her are correct in all respect. In case it is detected at any stage of selection that applicant does not fulfill any eligibility norms and/or that she has furnished any incorrect / false information or has suppressed any material fact(s), her candidature will stand cancelled with no further communication. If any of these shortcoming(s) is / are detected even after selection her engagement is liable to be terminated without assigning any reason thereof.
- 17) The original documents (except self-Declaration with Certificate by the E.A./Secretary and the Health Supervisor of concerned Gram Panchayat regarding marriage and Certificate regarding Grade-I/Grade-II/Trained Dais/Link Workers by concerned BDO & BMOH) need not to be submitted. Self-attested copies to be enclosed.

C. Selection Procedure: -

- 1) Selection will be based on the marks obtained in Madhyamik Examination or equivalent examination (90%) and scores in interview (10%) as per revised guideline for ASHA Selection.
- 2) Interview will be held for the applicants fulfilling all criteria. The notice of date, time and venue of the interview will be sent to the applicant via post. The details will also be available at Pancha, Manbazar-I, Manbazar-II, Bandwan & Barabazar BDO offices, and concerned Gram Panchayat Offices and Health Centers under Pancha, Manbazar-I, Manbazar-II, Bandwan & Barabazar Block.
- 3) The ASHA Selection Committee, Manbazar Sub Division will draft sub center wise panel list on the composite number of Marks obtained in Madhyamik or equivalent Examination and Interview.
- 4) If any candidate fails to appear before the Interview Board, her candidature will be summarily rejected even if she is otherwise eligible and has secured highest marks.**(HFW-27011/375/2018-NHM SEC-Dept. of H&FW/1362 date 19.04.2022)**
- 5) Misconduct on the part of the candidate at any stage of the engagement process is strictly prohibited & shall render disqualification.
- 6) The applicant shall not possess adverse Criminal Record which may render her unsuitable for the post & lead to disqualification.

- 7) The original testimonials will be checked/verified during the interview.
- 8) Hence the qualified/short listed applicants have to bring the original documents during interview or consequently for verification of self-attested documents.

D. General Conditions: -

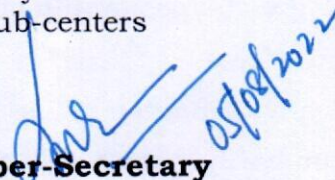
- 1) Engagement of ASHA is purely on volunteer basis and this does not confer any right/privilege for regular appointment or continuity in service.
- 2) Carefully read the instructions mentioned above before applying. Fill up Application Form with due care.
- 3) Help Desk has been set up at the Pancha, Manbazar-I, Manbazar-II, Bandwan & Barabazar BDO Office. They may be approached.
- 4) Submission of the application does not guarantee selection.
- 5) In case of any misrepresentation of facts and documents the applicant shall be disqualified at any time and at any stage during the process of selection. Appropriate legal action may be taken against such candidates.
- 6) The ASHA Selection Committee reserves the right to alter the mode of selection or to conduct re-interview or to cancel part or whole of any process of engagement including provisions/clauses of this notice or application at any stage, if required.
- 7) Candidates should beware of touts & job racketeers trying to deceive the candidates by false promise(s) of securing job as "ASHA" either through influence or by use of unfair means. Please beware of unscrupulous elements and do not fall in their trap. Any attempt on the part of candidate to be selected by unfair means - request through persons, officials or agencies etc. will lead to disqualification of her candidature.
- 8) **The decision of ASHA Selection Committee, Manbazar will stand final.**

Enclosed: -

Annexure - A : Application Form

Annexure - B : Self declaration by the applicant for her marital Status (Married/ Divorced/Widow) duly Certified by the E.A./ Secretary and the Health Supervisor of Concerned Gram Panchayat.

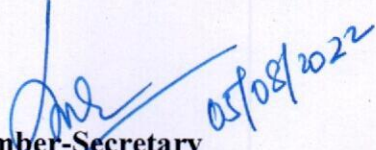
Annexure - C : Area wise ASHA vacancy under different health Sub-centers


Member-Secretary
ASHA Selection Committee
Manbazar Sub Division
&
Sub Divisional Officer
Manbazar

Sub-Divisional Officer
Manbazar Sub-Division
Manbazar, Purulia

Copy forwarded for kind information and necessary action to: -

1. The District Magistrate, Purulia & Chairperson of ASHA Selection Committee, Purulia.
2. The Superintendent of Police, Purulia with request to kindly put up in Notice Board of his good office/subordinate offices.
3. The Addl. District Magistrate (Gen.), Purulia with request to put up in Notice Board of his good office/subordinate offices.
4. The Addl. District Magistrate (Dev.), Purulia request to put up in Notice Board of his good office/subordinate offices.
5. The Addl. District Magistrate (LR), Purulia request to put up in Notice Board of his good office/subordinate offices.
6. The Addl. District Magistrate (ZP), Purulia request to put up in Notice Board of her good office/subordinate offices.
7. The Chief Medical Officer of Health, Purulia request to put up in Notice Board of her good office/subordinate offices.
8. The District Panchayat & Rural Development Officer, Purulia with a request to circulate to the Concerned Pradhan of GPs.
9. The District Informatics Officer (NIC), Purulia with a request to upload this in District Website of Purulia immediately.
10. The DPHNO, Purulia with request to cause wide publicity.
11. The DPO (ICDS), Purulia with a request to brief the CDPO (Puncha, Manbazar-I, Manbazar-II, Bandwan & Barabazar Development Block) under Manbazar Sub-Division to display same in the office and all the AWCs under his jurisdiction and send certificate of publication of notice.
- 12-16. The Block Development Officer, Puncha, Manbazar-I, Manbazar-II, Bandwan & Barabazar Development Block with a request to brief his staff & the Gram Panchayat staff accordingly to display the above Notice in Block & Gram Panchayat Offices, to set up a Help Desk & verification teams for ASHA at the Block Office to receive applications of ASHA.
- 17-21. The BMOH, Puncha, Manbazar-I, Boro, Bandwan & Barabazar with a request to brief the BPHC/PHC/Health Sub-Centre Staff accordingly and to display same in all BPHC/PHC/Health Sub-Centre within his jurisdiction and send certificate of publication of notice.
22. The District Information & Cultural Officer, Purulia with request to make necessary arrangement for wide publicity in two local newspapers having wide circulation.
23. Office Notice Board.


Member-Secretary
ASHA Selection Committee
Manbazar Sub Division
&
Sub Divisional Officer
Manbazar

Sub-Divisional Officer
Manbazar Sub-Division
Manbazar, Purulia

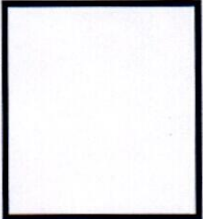
APPLICATION FORM for ASHA-2022

Annexure-A

(Please fill the application form in **CAPITAL LETTERS** in own handwriting with Black/Blue Ball point pen)

| |
|------------------------------|
| For Office Use only |
| Received on _ _ / _ _ / 2022 |
| Index No: |
| Roll No : |

To
 The Member Secretary ASHA Selection Committee, Manbazar
 & Sub Divisional Officer, Manbazar,
 Purulia, West Bengal



Sub : Application for engagement as ASHA

Ref : Notice Vide Memo No.

Dated :

Name in full :

Date of Birth Age as on 01.01.2022:.....Years.....Months

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | | | | | | | |
| D | D | M | M | Y | Y | Y | Y |

Name of the Sub Centre applied for: Area applied for.....

Marital Status: (Please write "Yes" in the appropriate box) Married: Divorced: Widowed:

Husband's Name:

Father's Name :

Address : Village.....G.P.....P.O.....

P.S.....District.....State.....Pin.....

Distance of house from the Sub-Centre (in Kms)

Category : SC ST General OBC

SC/ST Certificate No (if applicable)..... Ration Card No.....

Details of Madhyamik or equivalent examination:

| Name of Examination | Year of Appearance / Passing | Board / Council | Total Marks of the Exam (excluding additional subject) | Total Marks Obtained (excluding additional subject) | % of Marks obtained |
|-------------------------------------|------------------------------|-----------------|--|---|---------------------|
| Madhyamik or equivalent Examination | | | | | |

Details of Experience (if any) :

Enclosures 1) Birth Certificate or Admit Card of Madhyamik or equivalent Examination (Self attested photocopy)

2) Voters Identity card (EPIC) and Ration Card (self attested photocopy)

3) Marksheet and Admit card of Madhyamik or equivalent Examination (self attested photocopy)

4) Marriage Certificate/Decree of Divorce/Self Declaration on Marital Status(in Annexure-B) certified by EA/Secretary and Health Supervisor of concerned Gram Panchayat.

5) If applicable SC/ST Certificate (Self attested photocopy)

6) If applicable Certificate from appropriate authority in case of Grade I & Grade II SHG Members and trained Dais/Link-workers Declaration I have read carefully the notice and understood it fully I do declare that all the statement made on this application are true complete and correct to the best of my knowledge and belief in the event of being the above information found false/incorrect at any stage my candidature is liable to be cancelled forthwith. This is also to certify that I have no criminal record anywhere and if any criminal record is found my candidature will be summarily rejected even I get selected for the post. I am fully aware that the engagement is purely Contractual and Temporary and I shall not claim for permanent engagement by virtue of this in future.

Place : _____

.....

Date : _ _ / _ _ / _ _ _ _

Full Signature of the Applicant

Self declaration by the applicant for her marital status (Married/Divorced/Widow).

I Smt _____ D/O,W/O _____

Presently residing for the post of Asha for _____ (area) under _____ (sub centre)

I hereby declare that :-

1) I am a resident of _____

2) I am married to Shri _____ S/o _____

resident of _____ for the last _____ years

OR

3) I am widow of late _____ S/o _____

resident of _____ who expired on _____

OR

4) I am separated from my husband Shri _____

S/o _____ for the last _____ years

This is true to the best of my knowledge and belief and I have not suppressed any facts while giving the above declaration.

Date : _____

Place : _____

Full Signature of the applicant

This is to certify that the above mentioned information has been verified and it is true to the best of my knowledge.

**Signature of the Health Supervisor
Gram Panchayat
Seal**

**Signature of Executive Assistant /Secretary
Gram Panchayat
Seal of the Gram Panchayat**

Annexure - C

| ASHAs Vacancies Under Manbazar Sub Division | | | | | Purulia |
|---|---------------|---------------------------------|--------------------|--|------------------------|
| Sl No | Name of Block | Name of GP | Name of Sub Centre | Name of Village | No of Vacancy Position |
| 1 | BARABAZAR | BHAGABANDH | ADABANA | RAIGARA | 1 |
| | | BHAGABANDH | BHAGABANDH | BHAGABANDH | 1 |
| | | BANJORA | BANJORA | PATHRAHGATA & RANIPUKUR | 1 |
| | | TUMRASOLE | PARSA | AMAGARA & RAMKANALI | 1 |
| | | BERADA | BERADA | BHIKHARI CHELTAMA | 1 |
| | | LATPADA | DHARGRAM | TALADIH | 1 |
| | | BHAGABANDH | BAMUSADHU | BHALUKDUNGRI & DHANARA | 1 |
| | | SUKURHUTU | BAMUNDIHA | NADIHA & DHADKIDIH | 1 |
| 2 | Bandwan | Bandwan | Bandwan | Bandoan (CT) | 1 |
| | | Bandwan | Kendapara | Jobnagora, Kendapara (Dorjidi) | 1 |
| | | Supudi | Pargella | Supudi | 1 |
| | | Supudi | Madhupur | Roladi | 1 |
| | | Gurur | Gurur | Bara Parasia | 1 |
| | | Kumra | Kumra | Sursinga, Sarga | 1 |
| | | Kunchia | Rajagram | Satara | 1 |
| 3 | Puncha | Pirrah | Kuruktopa SC | Budhudih + Bamungora | 1 |
| | | Jambaid | Jambaid | Jambaid + Bargora | 1 |
| | | Lakhra | Lakhra | Muditara + Amjora + Bankati + Dhanardih | 1 |
| | | Panipathar | Punura | Lepodih + Kebaldih | 1 |
| 4 | Manbazar-I | Gopalnagar | Gopalnagar | Gopalnagar | 1 |
| | | Gopalnagar | Dhadkigora | Maruagora, Mangobindapur, Hutudi | 1 |
| | | Ramnagar-Barameshya | Bamunpara | Bhasardanga, Kulchitra, Kalupara, Goyalapara, Rasikdi, Paruldiha | 1 |
| | | Jitujuri | Patharkata | Patharkata | 1 |
| | | Kamta- Jangidiri | Durku | kamta, Basudevapur | 1 |
| 5 | Manbazar II | Dighi | Dighi | Sindraidih + Ukamgarh | 1 |
| | | Dighi | Kutni | Purdaha | 1 |
| | | Kumari | Basantapur | Susnia + Bhandaria + Kuchlifala + Kistopur | 1 |
| | | Kumari | Khariduara | Khariduara + Putammor + Kashidhi | 1 |
| | | Kumari | Khariduara | Chalka | 1 |
| | | Kumari | Tilabani | Tilabani + Ghat | 1 |
| | | Kumari | Tilabani | Toporbaid + Santalpara + Paluijhor + Punda | 1 |
| | | Boro-Jaraghora | Boro | Dharampur | 1 |
| | | Boro-Jaraghora | Boro | Paisagora | 1 |
| | | Boro-Jaraghora | Dhabani | Hensla | 1 |
| | | Ankro-Barakadam | Hatiramgora | Nekra | 1 |
| | | Ankro-Barakadam | Hatiramgora | Jamira | 1 |
| | | Bargorias- Jamtoria | Jamtoria | Jamtoria + Ragdanga | 1 |
| | | Bargorias- Jamtoria | Jorobari | Gopalpur + Susnia | 1 |
| | | Buribandh | Darikadoba | Darikadoba + Bardehi | 1 |
| | | Buribandh | Buiribandh | Chekuya + Belgoria | 1 |
| Buribandh | Buiribandh | Bararanga + Chotoranga + Rayna | 1 | | |
| Buribandh | Taldabra | Baridhi + Janipur + Brajarajpur | 1 | | |