

**Government of Himachal Pradesh  
Department of Health and Family Welfare**

No. Health –C-F (11)1/2008

Dated: Shimla-2, the 25<sup>th</sup> February, 2009

**NOTIFICATION**

**The Governor, Himachal Pradesh is pleased to notify the Mahila Gram Panchayat Swasthya Sahayika Scheme (MGPSS), 2009 as under: -**

**1. Objective:**

To promote the role of Gram Panchayats in providing basic health care to their residents and as a part of the decentralization process, the following basic health functions may be provided by the Gram Panchayats and to enable this they may be supported to engage the services of a Mahila Gram Panchayat Swasthya Sahayika:

**(i) Preventive Health Services:**

- a) Registration of Ante Mothers and providing them Ante Natal care as per the guidelines of RCH programme.
- b) Natal care – conducting normal and safe delivery and providing essential neonatal care.
- c) Post Natal care.
- d) Implementation of Janani Suraksha Yojna.
- e) To carry out Immunization activities.
- f) Organization of School Health check ups.
- g) Distribution of chlorine tablets, ORS, Condoms and Oral contraceptives.

**ii) Promotive Health Services:**

- a) Registration of Vital events (Birth and Death) with the local Birth and Death Registrar i.e. Gram Panchayat Secretary.
- b) Health education regarding Importance of Girl Child, Improvement in sex ratio, sanitation, (specially promotion of total sanitation and safe hygiene practices) nutrition in relation to iron deficiency, Adolescent Health, Family Planning and different National Health Programmes.

**iii) Curative Health Services :**

- a) First aid for minor cut/ injuries and to give basic medicines like Paracetamol etc.
- b) DOT services as per the provisions of RNTCP.
- c) Screening of patients for Cataract.
- d) To refer patients to nearest Referral Health Facility.

Gram Panchayat will supply information to the Health Department on all the above-mentioned services to enable monitoring of the provision these services.

**2. Scheme Coverage:**

This scheme seeks to devolve the functions of a Sub Centre to the Gram Panchayat and introduce the Mahila Gram Panchayat Swasthya Sahayika in place of the Female Health Worker / Male Health Worker in those Gram Panchayats which are selected under this scheme. The scheme is being introduced in 1172 Gram Panchayats initially. District wise allocation of this number will be based on Gram Panchayats without a Sub Centre and Sub Centres without female health workers in the district.

The selection of Gram Panchayats will be based on applications to be invited from Gram Panchayats. If the applications received exceed the District quota then those Gram Panchayats will be selected which have a better record on criteria such as number of Gram Sabha meetings held without postponement necessitated by lack of quorum, amount of per capita own tax resources raised and receipt of NGP, State sanitation reward or achievement of ODF status. The Panchayati Raj Department will help to carry out the selection of Gram Panchayats and the entire schemes will be run in close co-ordination with that Department. If the selected Gram Panchayat is in the area of a Sub Centre where a FHW is posted, the area will be deleted from her area of responsibility and appropriate substitution will be effected in her work area.

### **3. Grant Support to Selected Gram Panchayats:**

To carry out these functions Gram Panchayats will be provided funds in the form of a Grant-in-aid which will vary according to the population of the Gram Panchayat. The Grant-in-Aid support will be made available under NRHM provisions. The population based support to Gram Panchayats will be as follows: -

Population	Grant-in-aid per annum
Upto 1000	Rs. 30,000 – upto Rs. 24,000 for emoluments of MGPSS @ Rs. 2000 P.M. and Rs. 6000 as untied fund
Upto 1500	Rs. 34,000 – upto Rs. 27,000 for emoluments of MGPSS @ Rs. 2250 P.M. and Rs. 7000 as untied fund.
Upto 2000	Rs. 38,000 – upto Rs. 30,000 for emoluments of MGPSS @ Rs. 2500 P.M. and Rs. 8000 as untied fund.
Upto 2500	Rs. 42,000 – upto Rs. 33,000 for emoluments of MGPSS @ Rs. 2750 P.M. and Rs. 9000 as untied fund.
Upto 3000	Rs. 46,000 – upto Rs. 36,000 for emoluments of MGPSS @ Rs. 3000 P.M. and Rs. 10000 as untied fund.
Upto 3500	Rs. 50,000 – upto Rs. 39,000 for emoluments of MGPSS @ Rs. 3250 P.M. and Rs. 11000 as untied fund.
Upto 4000	Rs. 54,000 – upto Rs. 42,000 for emoluments of MGPSS @ Rs. 3500 P.M. and Rs. 12, 000 as untied fund.

For calculation of Grant-in-aid, cut of year for population figures will be 2005. As shown above Grant-in-aid will have two components: -

- a) Salary Component - To meet emoluments of the MGPSS (However, this is an indicative amount. The Gram Panchayat will be at liberty to spend more from their own resources).
- b) Untied Fund - To meet logistic and material requirements (Basic medicines, Repair and Maintenance of MGPSS centre, Travel expenses of the MGPSS and organization of camps etc.) to carry out the prescribed functions smoothly and properly. Separate guidelines on use of untied funds will also be issued.

The Grant-in-aid will be included in the annual budget of the Gram Panchayat as a specific Health sector allocation which will be approved and monitored by the Gram Sabha and spent under the direction of Village Health and Sanitation. Committee to be established by the Gram Panchayat as a Standing Committee. It will be audited as part of Gram Panchayat Funds.

Gram Panchayats will be free to spend more in their respective areas on various health issues including emoluments of MGPSS but for this Gram Panchayat will have to utilize its own resources.

**4. Terms and Conditions of Appointment of Mahila Gram Panchayat Swasthya Sahayika (MPGSS):**

To carry out the above-mentioned functions Gram Panchayat shall appoint a MGPSS. MGPSS will be a Gram Panchayat employee. A Gram Panchayat can appoint one or more MGPSS in the Gram Panchayat depending on the workload but Grant-in-Aid support from State Govt. will continue to be based on population criteria given in earlier section. They will also be free to appoint a MGPSS even on part time basis or sharing basis (with the adjoining Gram Panchayat) if workload so demands.

**Selection procedure –**

- (i) MGPSS (Mahila Gram Panchayat Swasthya Sahayika) will be selected by a Committee comprising of the following: -
- |   |                        |   |          |
|---|------------------------|---|----------|
| - | PHC Medical Officer    | - | Chairman |
| - | Gram Panchayat Pradhan | - | Member   |
| - | Mahila Panch           | - | Member   |

Applications will be invited to by the Committee for the concerned Gram Panchayat by giving wide publicity in the area.

(ii) **Eligibility Criteria -**

- a) Minimum education qualifications will be Matric. Weightage will be given to the candidates with higher qualification.
- b) Applicant would be required to have undergone a recognized course of Health Worker training or Nursing and possess necessary certification registration with the relevant Council in this regard.

- c) Retired FHW or a Nurse upto the age of 65 years will be eligible to apply for the position.
- d) Preference will be given to those candidates having working experience either as a Female Health Worker or a Nurse in recognized Health Institution.

**(iii) Distribution of Marks – Total marks - 50**

- a) Percentage of marks in Matric divided by twenty subject to a maximum of five marks.
- b) Two marks for plus two.
- c) % of marks in either Nursing Diploma or FHW Course divided by twenty subject to a maximum of five marks.
- d) For possessing a Nursing Diploma she will be allotted additional two marks.
- e) Three marks for BPL family candidates.
- f) Three marks for the resident of same Gram Panchayat.
- g) Marks for experience – One mark to be awarded for every year of experience as a FHW / Nurse in a recognized health Institution including a Clinic or Dispensary attached to an educational institution or an industrial unit subject to a maximum of five marks.
- h) Viva voce – Five marks.

**(iv) Training -**

- a) BMO and MO will provide an induction training of six working days at the Block Head Quarter / nearest Functional PHC.
- b) Three days refresher training by the BMO at the Block Head Quarter in every subsequent year.

**Leave -**

- a) She will be entitled for twelve casual leave and two days restricted leave in a calendar year besides the other Gazetted holidays notified by the State Govt. from time to time out of which eight days leave can be granted at a time in case of illness etc.
- b) She will be also entitled to avail maternity leave for a maximum of twelve weeks with two or less than two surviving children and in case of miscarriage duration of leave will be 45 days.
- c) The Pradhan of Gram Panchayat shall be the competent authority for sanctioning the leave to the MGPSS.

**(v) Removal -**

She can be removed by the Gram Panchayat for any act of misconduct, misbehaviour and non-performance of her duties after serving a notice of one-month and giving reasons for the order of removal.

**(vi) Resignation -**

She can resign from her post by giving a one-month notice to the Gram Panchayat.

**(vii) Appeal -**

For the redressal of any grievance, the MGPSS will be able to appeal to the SDM and above that appeal will be to the Deputy Commissioner.

**5. Functions and Duties of MGPSS:**

MGPSS will function from the space provided by the Gram Panchayat on all the working days, for at least three specified hours or more as decided by the Gram Panchayat unless she is travelling as part of her duties on a particular day.

She shall mark her presence daily in the attendance register maintained by the Gram Panchayat on all the working days and this will be verified as decided by the Gram Panchayat.

Her duties in the Gram Panchayat area will be to perform the functions listed earlier. For this purpose she will keep a close liaison with the local Anganwadi Worker and nearest PHC MO so as to facilitate her in performing her duties.

**6. Material and Supply:**

The provision of vaccines and other material received by the Health Department from GOI for the above mentioned services would be the responsibility of the Health Department. For this MGPSS will be required to collect the supply from the nearest Health Institution in consultation with the local BMO.

The Gram Panchayat (from the untied component of the Grant-in-aid or from its own resources) will meet all other logistic requirements of the MGPSS.

**7. Reporting:**

Every month on a fixed working day MGPSS will report her progress on a reporting Porforma (as per Prescribed Porforma) to the BMO / MO after getting it verified from the Gram Panchayat.

**8. Award Scheme for the Gram Panchayats:**

Gram Panchayats achieving exemplary outcomes in the area of preventive and promotive health care and making best use of resources to this end in a participatory manner will be conferred an annual reward. The Best Gram Panchayat in every Development Block will be given an award of Rs. 25,000, the Best Gram Panchayat in a District will be given Rs. 1,00,000 and the Best Gram Panchayat in the State will be given Rs. 5,00,000.

Performance of a Gram Panchayat / MGPSS will be judged on a set of indicators which are based on the outcomes of different components of the functions given to the Gram Panchayat under this scheme and not merely on meeting the population based vital indicators and achieving quantitative physical targets. An appropriate verification process will be put in place to enable selection of Gram Panchayats for the admissible awards.

By Order

**Principal Secretary (Health) to the  
Govt. of Himachal Pradesh**

Endst. No. As above

Dated : Shimla-9, the 25<sup>th</sup> February, 2009

Copy for information and necessary action to :-

1. The Spl. Secretary-cum-Pr. P.S. to Chief Minister, H.P., Shimla-2.
2. The Pvt. Secretary to Health Minister, H.P., Shimla-2.
3. The Secretary (GAD) to the Govt. of H.P., Shimla-2, w.r.t. the Cabinet decision held / approved on 11.02.2009 (Item No. 23).
4. The Secretary, Panchayati Raj Institutions to the Govt. of H.P., Shimla-2.
5. The Director of Health Services, H.P., Shimla-9 (with 5 spare copies) with the request that all necessary steps may be taken from time to time to implement the said scheme.
6. The Director, Panchayati Raj Institutions, H.P., Shimla (with 5 spare copies).
7. The Mission, Director (NRHM), Directorate of Health Services, H.P., Shimla-9.
8. All Deputy Commissioners in H.P.
9. The Controller, Printing and Stationary, H.P., Shimla.
10. All Chief Medical Officers in H.P. with the direction to circulate the same to all SDMs / Block Medical Officers and Pradhan, Gram Panchayats in the District.
11. Guard File.

**Under Secretary (Health)  
to the Govt. of Himachal Pradesh**