

## **MANUAL OF LABOUR WELFARE ORGANISATION, KOLKATA REGION**

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### **4(1)(b)(i) ORGANISATION , ITS FUNCTIONS AND DUTIES**

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The Labour Welfare Organization, Kolkata Region under the Ministry of Labour & Employment, Government of India deals with the administration of Welfare Funds for certain specified categories of workers in the states of West Bengal, Assam, Tripura & North-Eastern States. Separate legislations have been enacted by the Parliament to set up Welfare Funds to provide medical care, social security, housing, education and recreation facilities to the workers engaged in the Beedi Industry, Iron Ore, Manganese Ore, Chrome Ore Mines & Limestone & Dolomite Establishments and Cine Industries. The Welfare Funds administered by this region are as under:

- (1) The Beedi Workers' Welfare Fund Act. 1976;
- (2) The Limestone & Dolomite Mines Labour Welfare Fund Act, 1972;
- (3) The Cine Workers' Welfare Fund Act. 1981;

These funds have been created for levy of Cess either on production, consumption of minerals or on manufacture of Beedis or on production of feature films for financing the Welfare Schemes.

The Labour Welfare Organization which administers these Funds is headed by a Director General (Labour Welfare) / Joint Secretary. He is assisted by the Welfare Commissioner (Hqrs.) who supervises the nine Regional Welfare Commissioners for purpose of Administration of these Funds.

The Kolkata Region was created in the year 1986 with the states of West Bengal, Assam, Tripura, Meghalaya, Nagaland, Manipur, Sikkim and Arunachal Pradesh under its jurisdiction and is headed by Welfare & Cess Commissioner for levy of Cess and administration of various Welfare Schemes. Two administrative field offices i.e. the Dy. Welfare Commissioner and Welfare Administrator are located in the Complex of Central Hospital, Dhuliyan, Dist. Murshidabad (West Bengal) for looking after functioning of the Dispensaries & implementation of Welfare Schemes. The addresses of the Welfare Commissioner/ Deputy Welfare Commissioner & the Welfare Administrators offices are given below:

1. Office of the Welfare & Cess Commissioner,  
Govt. of India, Ministry of Labour & Employment,  
Labour Welfare Organisation,  
5th Floor, 2nd M.S.O. Building Nizam Palace,  
234/4, A.J.C. Bose Road,  
Kolkata - 700020.
2. Office of Deputy Welfare Commissioner & Welfare  
Administrator Govt. of India, Ministry of Labour & Employment,  
Dhuliyan, West Bengal.

Implementation of welfare schemes in the sphere of health and medical care, education, housing, family welfare, social security, water supply and recreation, formulated under Limestone & Dolomite Mines Labour Welfare Fund Act 1972, Beedi Workers Welfare Fund Act 1976 and Cine Workers Welfare Fund Act 1981 and Assessment / Collection of Cess on Limestone & Dolomite under Limestone & Dolomite Mines Labour Welfare Fund Act 1972 respectively.

There is one Central Hospital at Dhuliyani (50 bedded) apart from 18 Static cum Mobile/ Static dispensaries and one chest clinic in the Kolkata region. The address of the Central Hospital is given below:

3. Beedi Workers Welfare Organisation  
Central Hospital, (50 bedded)  
Dhuliyani, West Bengal.

The Central Hospital caters to the general health care (both indoor and outdoor) of the workers (mines/beedi/cine) and their dependants while the dispensaries(SCM) attend the patients visiting mining residential colonies/ beedi/cine workers concentrated areas.

### **MANNUAL 4(1)(b)(ii) THE POWERS AND DUTIES OF OFFICERS AND EMPLOYEES**

#### **WELFARE COMMISSIONER:**

1. Functions as Head of the Department and is responsible for overall administrative and financial control of the Labour Welfare Organization, Kolkata Region.
2. He is responsible for proper implementation of various Welfare Schemes for Mine/Beedi/Cine workers and their dependents in the State of West Bengal & seven other North Eastern States.
3. He is also performing the statutory functions as laid down under various Welfare Fund Legislations.

#### **DY. WELFARE COMMISSIONER:**

- 1) Implementation and supervision of Welfare Schemes & ensuring their proper functioning.
- 2) All matters pertaining to collection of Cess under the relevant Acts & Rules framed there under.
- 3) Financial and administrative functions to the extent such powers have been delegated.
- 4) Inspection of the Welfare Institutions/ Dispensaries/ Mine Establishments/ Metallurgical factories/ Hospital.
- 5) Any other duties assigned by the superior officers.

#### **ASSTT. WELFARE COMMISSIONER:**

- 1) Implementation and supervision of Welfare Schemes & ensuring their proper functioning.
- 2) Secretary of the Advisory Committee / Finance Sub-Committee.
- 3) Functions as Head of Office and is responsible for Administrative and financial functions to the extent such powers have been delegated.
- 4) Procurement, supply and maintenance of general stores / stationery / medicines/ medical equipments etc. as required for day to day functioning of the various welfare institutions.

- 5) Responsible under the General Financial Rules as amended from time to time and any other special or general orders.
- 6) Supervision of and carrying out the work of the organization in absence of the Welfare Commissioner on tour etc. to the extent as delegated by him.
- 7) Inspection of the Welfare Institutions/ Dispensaries/ Mine Establishments/ Metallurgical factories/ Hospital
- 8) Any other duties assigned by the superior officer.

#### **WELFARE ADMINSTRATOR**

- 1) Implementation and supervision of Welfare Schemes & ensuring their proper functioning.
- 2) All matters pertaining to assessment & collection of Cess under the relevant Act & Rules framed there under.
- 3) Survey of Labour under his/her beat to ensure their needs as well as assist them in deriving benefits from various welfare schemes - proper scrutiny and verification of applications received from beneficiaries with a view to ascertaining the deficiency/lapses/genuineness.
- 4) Monitoring the work of the staffs dealing with welfare scheme and provide necessary guidance for their proper functioning.
- 5) Ensuring supervision of periodical Returns/Reports and such other information as asked for in respect of welfare units/institutions.
- 6) Educate the labourer to give up social evil like drinking, adopt small family norms, cleanliness etc.
- 7) Inspection of the Welfare Institutions/ Dispensaries/ Mine Establishments/ Metallurgical factories/ Hospital.
- 8) Any other duties assigned by the superior officers.

#### **ADMIN-CUM-ACCOUNTS OFFICER:**

1. Maintenance of the Accounts of the Organization.
2. Preparation of the Budget.
3. Cheque Drawing Officer.
4. Drawing and Disbursing Officer.
5. Reconciliation of expenditure etc.
6. Settlement of Audit Paras and objections.
7. Advice on matters relating to Finance/Accounts.
8. Maintenance of GPF Accounts pertaining to Gr. 'D' employees.
9. Joint Custody of Cash along with the Cashier.
10. Any other duties assigned by the superior officer.

#### **ASSTT. WELFARE ADMINSTRATOR**

1. Implementation and supervision of Welfare Schemes & ensuring their proper functioning.
2. All matters pertaining to collection of Cess under the relevant Act & Rules framed there under.
3. Survey of Labour under his/her beat to ensure their needs as well as assist them in deriving benefits from various welfare schemes - ensuring proper scrutiny of applications received from beneficiaries with a view to ascertaining the deficiency/lapses/genuineness.
4. Ensuring supervision of periodical Returns/Reports and such other information as asked for in respect of welfare units/institutions.
5. Educate the labourer to give up social evil like drinking, adopt small family norms, cleanliness etc.
6. Inspection of the Welfare Institutions/ Dispensaries/ Mine Establishments/Metallurgical factories/ Hospital.
7. Any other duties assigned by the superior officers.

## **HEAD CLERK-CUM-ACCOUNTANT.**

1. Responsible for the work of the section in which posted.
2. Responsible for the correct and upto date of maintenance of accounts both receipt and expenditure including their registers etc.
3. Control over expenditure against sanctioned grant-reconciliation of accounts.
4. Checking of Cash Book.
5. Proper checking of the bills/Cheque
6. Settlement of audit paras/objections.
7. Expeditious disposal of the work of the section- checking and submission of periodical returns/reports timely.
8. Recording and weeding of the files timely.
9. Any other duty assigned by the superior officers.

## **SENIOR CLERK**

1. Scrutiny of complicated cases, noting thereon to facilitate the officer to take a decision, and drafting.
2. Guidance to the Junior Clerk in the discharge of their work.
3. Up to date maintenance of various rules/orders/instructions/guard files.
4. Proper maintenance of the files under his charge including records.
5. Any other work allotted to him by the superiors.

## **JUNIOR CLERK**

1. Maintenance of files in the prescribed manner File register- typing work- Despatch and Diary Work - Office records - placing of pucs, docketing them etc.
2. Noting and drafting of the files of simple nature.
3. Recording and weeding of old files.
4. Any other duty allotted to him by the superiors.

## **MEDICAL OFFICERS**

- 1) Planning, medical supervision and co-ordination.
- 2) Medical consultation/ward work/outdoor patients Department work/ dispensary work including proper functioning of the dispensary/Indoor/Outdoor wards.
- 3) Controlling, maintenance and repairs of the medical vans, if any.
- 4) Custody of medicines/medical equipments/general stores/ maintenance of its account.
- 5) Financial and administrative functions so far as such powers have been delegated.
- 6) Any other duties assigned by the superior officers.

## **PHARMACIST**

- 1) Compounding and dispensing prescriptions according to the hospital/formulary of prescriptions of doctors.
- 2) Being responsible for initiating the indents, stores and maintenance of stock and accounts of medical supplies and appliances under his charge.
- 3) Providing first aid treatment to the injured and repeat prescription of the physicians when ordered in the absence of the doctors.
- 4) Compiling statistics of hospital dispensary in accordance with instructions, submission of periodical report/returns.
- 5) Attending to work of the clinical side and doing the routine test of urine, stool and blood provided he has undergone adequate training.
- 6) Any other duties assigned by the superior officers.

### **RADIOGRAPHER:**

1. Taking diagnostic radiographs of patients as required by medical officers.
2. Advising patients or ward staff regarding prescription of patients before X-Ray
3. Developing and drying the exposed X-Ray films.
4. Loading cassettes with X-Ray films.
5. Storing unexposed X-Ray films properly.
6. Keeping accounts of X-Ray films and other supplies.
7. Maintaining record of X-Ray reports of the patients.
8. Sending radiographs to the wards.
9. Receiving back the X-Ray films after the discharge of the patients and filing them in such a way that retrieval is easy.
10. Taking precautions to protect himself, patients and other workers of the department from hazards of X-Ray.
11. Assisting the radiologist in the deep X-Ray treatment.
12. Wearing the film badge at all times of working in the department.
13. Keeping the premises of the department clean and adequately stocked with forms and stationery required.
14. Any other duty assigned by the superior officers.

### **STAFF NURSE:**

1. General care of the patients.
2. Responsible for the complete nursing care of the patients assigned to her.
3. Admission & instructions to patients and their relations.
4. Bathing patients including daily care of mouth, nails, pressure point.
5. Four hourly or more frequent to pressure points.
6. Giving and removing of bed pans and urine pots.
7. Giving and removing hot water bottles.
8. Bed making.
9. Feeding of patients.
10. Distribution of diets, milk. & preparation of special food, eggs, milk etc.,
11. Technical nursing care patients.
12. Administration of medicine.
13. Administration of injections.
14. Assistance in administration of intra venous injections.
15. Preparation of injection and cleaning up.
16. Recording of medicines and injections given.
17. Taking and charting T.P.R.
18. Rounds with doctors.
19. Technical procedures e.g. enema, cauterization dressing, irrigations, oxygen therapy, preparing for and cleaning after procedures.
20. Preparation for and assistance in clinical tests and medical procedures.
21. Pre and post operative care.
22. Urine testing
23. Collecting labeling and dispatching of specimens.
24. Escorting patients to and fro departments.
25. Giving and receiving reports.

#### **B. Ward Management.**

1. Handing over and taking charge of shift.
2. Keeping the ward clean and tidy.
3. Preparation of surgical supplies, bandage splints.
4. Routine care and cleaning of dressing trolleys, cup boards, apparatus, mackintosh etc.

5. Care of clean and soiled linen.
6. Disinfection of linen, beds, floor and bed pans.
7. Any other duty assigned by the superior officers.

### **LABORATORY TECHNICIAN**

1. Doing clinical tests like blood sugar, blood urea, blood protein, cholesterol, urine, stools etc.
2. Collecting specimens for the purpose.
3. Doing related clinical and public relations work to the task.
4. Any other duty assigned by the superior officers.

### **JUNIOR ENGINEER**

1. As laid down in the C.P.W.D. Manual.
2. Maintenance of Departmental residential and non residential buildings
3. Inspection of sites/houses under various housing schemes for beedi/mine workers.
4. Inspection of water supply schemes for mine workers.

### **COOK**

1. To receive food articles from the store keeper/warden.
2. Preparation of food as required.
3. Store the cooked food properly till distribution.
4. Distribute the food to the ward-boys for supply to the patients
5. Maintenance of the cooking appliances in good condition
6. Observe personal hygiene while cooking
7. Maintenance of cleanliness of the kitchen and utensils
8. Precaution to prevent fire and injuries.
9. Any other duty assigned by the superior officers.

### **WARD BOY/AYAH**

1. Will receive the patients on admission and assist them in getting into or out of the bed.
2. Will attend to the personal hygiene of patients washing and cleaning teeth, changing cloth, giving enema etc.
3. Will prepare the patients for operations, laboratory x-ray and other investigations.
4. Will transport patients to various departments of the hospital.
5. Will help in feeding patients and giving drinking water to the patients and washing utensils.
6. Will assist the nurse in handling and observation of patients and in simple basic nursing procedures.
7. Will assist the nurse or doctor in diagnostic and treatment procedures.
8. Will assist in collection and handling of pathological specimen.
9. Will assist the nurse in receiving supplies by running errands to other departments of the hospital and in carrying messages to other departments and individuals in the hospitals.
10. Will make beds for ambulatory patients and assist nurse in making beds of non-ambulatory cases.
11. Will assist the nurse in getting supplies from the laundry, disinfecting mattresses and dispatching dirty linens to the laundry. 8

12. Will clean and do dusting of beds, doors, windows and other furniture. He will assist in debugging and pest control of wards.
13. Will wash walls and doors in wards.

14. Will assist in the sterilization of instruments and appliances and dressings of post-operative wounds.
15. Will render first aid to the patients in case of emergency.
16. Will prepare dead bodies, arrange their transportation to the mortuary and assist in terminal disinfection.
17. Any other duty assigned by the superior officers.

### **SWEEPER**

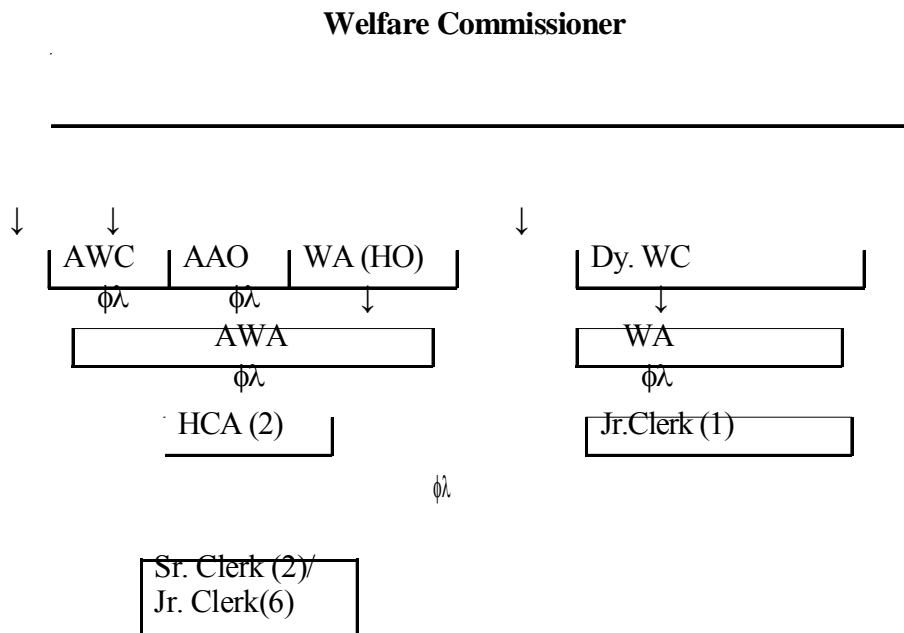
1. Will clear wards, floors, strikes, lavatories and toilet seats, windows, walls and other area in the ward/hospital/dispensary/welfare institutions/office and their ancillary rooms and keep the hospital/dispensary/welfare institutions/office grounds clean and free from stray dogs, cats, pigs etc.
2. Will clean urine/pots/beds pans and other soiled or contaminated appliances.
3. Will provide bed pans and urine pots to the patients with promptness and prepare patients for operations and diagnostic tests.
4. Will assist in collection and handing urine and stool specimen.
5. Will transport dead bodies to the mortuary and dispose of specimen and organs removed during operations.
6. Will assist in disinfections of soiled linens, mattresses and terminal disinfections of the ward and conveyance of soiled linens to the laundry.
7. Will attend to such other duty allotted to him by the superior officers.

### **CHOWKIDAR**

1. Will be on duty punctually at the approved area. He will be alert throughout the period of duty and perform the duties diligently and with vigilance.
2. Will be responsible for scrutiny of the building equipments and patients.
3. Will check that all doors and windows which have to be kept locked during the non-working hours of the hospital/dispensary/welfare institutions/office (s) are securely locked.
4. Will check daily and see that the fire fighting equipment is kept in good working conditions and take immediate steps in fire fighting in case there is an incident of fire.
5. Will to round the area to see that no authorized persons are in the premises and prevent unauthorized movement of personnel equipment and supplies.
6. Will report immediately to higher authorities of unusual occurrence.
7. Will remain on duty till relieved.
8. Will perform duty as may be allotted to him by the superior officers.

**MANNUAL 4(1)(b)(iii)****PROCEDURE FOLLOWED IN THE DECISION MAKING  
PROCESS, INCLUDING CHANNELS OF SUPERVISION AND  
ACCOUNTABILITY.**

Procedures prescribed by the headquarters (Labour Welfare Division, Ministry of Labour) in the welfare schemes are followed. Powers have been delegated at various levels as per functional needs.

**Channel of supervision and accountability:**





**4(1)(b)(iv) NORMS SET FOR DISCHARGE OF FUNCTIONS UNDER HEALTH SCHEMES**

Sl.No.	Name of Scheme	Time taken by Medical Officers/Field Offices to forward the application	Time taken for settling of claims by Office of the Welfare Commissioner	
01	CANCER/HEART/KIDNEY/ MINOR DISEASES LIKE HERNIA, APPENDECTOM Y,	02DAYS	1 Issurance of permission 2 Issurance of Sanction order after receipt of complete claim forms	30 days 30 days
	ULCER,GYNAECOLOGICA AND PROSTRATE DISEASES	02DAYS	Scrutiny of Application and issuance of sanctionorder	30 days
02	SPECTACLES/DOMICILLIARY TREATMENT OF TB/	02DAYS	Scrutiny of Application and issuance of sanctionorder	30 days
	MONETARY COMPENSATION FOR STERILISATION	03DAYS	Scrutiny & forwarding of application to LIC	30 days

FOR STERILISATION  
03 MATERNITY BENEFIT

04 GROUP INSURANCE SCHEME

**UNDER EDUCATION SCHEME.**

Scholarship/Grant for purchase of books etc.

1. Scrutiny/verification of applications: :within 120 days of closing date of receipt of applications.
2. Issuing of sanctions for eligible applicants : within 120 days of verification.
3. Actual disbursement of the Scholarship/grants : As per annual programme to be drawn by Welfare Commissioner of respective Region.

## **4 (1)(b)(V) THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS**

1. Limestone & Dolomite Mines Labour Welfare Fund Rules 1973.
  2. Iron Ore, Manganese Ore, Chrome Ore Mines Labour Welfare Fund Rules 1978.
  3. Beedi Workers Welfare Fund Rules 1978
  4. Cine Workers Welfare Fund Rules 1984.
- (Sl.No.3&4 above are priced publications)

### **WELFARE SCHEMES:**

### **HEALTH SCHEMES**

#### **1 Free Medical Treatment**

Free Medical Care is extended to the Beedi / Mine and Cine workers through the

Hospitals, Static Dispensaries and Static-cum-Mobile Dispensaries run by the Labour Welfare Organization.

There is one 50 bedded hospital for Beedi workers at Dhulian and 18 Static cum Mobile/Static dispensaries and one chest clinic

#### **2 Reimbursement of entire expenditure for treatment of cancer: (Scheme was introduced on 01-12-1984)**

##### **CANCER TREATMENT:**

(for workers & dependents -  
6 months continuous service is  
essential)

- a) Reimbursement of full expenditure \*\* for the treatment taken in Govt. hospital /govt. recognised hospitals.
- b) Subsistence allowance shall be paid @ Rs.600-750 per month. Conveyance charges will be reimbursed from residence to hospital and back.

#### **3 Reimbursement of expenses for treatment of heart diseases: (Scheme was introduced on 18-09-1984)**

##### **HEART DISEASES:**

(for workers & dependants-  
3 years continous service is essential

- a) Reimbursement of expenditure upto Rs.1.3 lakhs \*\*for the treatment taken in govt hospital / Govt.recognised hospital.
- b) Subsistence allowance shall be paid @ Rs.750-1000/- per month. Conveyance charges will also be reimbursed from residence to hospital & back.

**4 Reimbursement of expenses for treatment of Kidney Transplantation etc:  
(Scheme was introduced on 10-02-1992)**

- KIDNEY TRANSPLANTATION: (for workers & dependants - 3 years continuous service is essential)
- a) Reimbursement of expenditure upto Rs.2 lakh \*\*for the treatment taken in govt. hospital /govt. recognised hospital.
  - b) Subsistence allowance shall be paid @ Rs.750-1000/- per month. Conveyance charges will also be reimbursed from residence to hospital & back.

\*\* The Welfare Commissioner of the region has powers to sanction reimbursement upto Rs.30,000/-in each case. And beyond Rs.30,000/ in each case the approval of the office of the DG (LW), New Delhi is required

**5 Financial Assistance for minor diseases like Hernia, Appendectomy, Ulcer, Gynecological diseases and prostrate diseases:  
( Scheme was introduced on 13-12-2003)**

- Minor Diseases like :  
Hernia, appendectomy, Ulcer,  
Gynecological diseases,  
Prostratediseases.  
(3 years continuous service)  
**(Only for Workers)**
- a) Reimbursement of expenditure upto Rs.30,000/-for the treatment taken in govt. hospital /govt. recognised hospital.

\*\* The Welfare Commissioner of the region has powers to sanction reimbursement upto Rs.30,000/-in each case. And beyond Rs.30,000/ in each case the approval of the office of the DG (LW), New Delhi is required.

For availing the benefits of the above schemes, the worker has to take prior permission of /inform the Welfare Commissioner for taking treatment in Govt. Hospital or Govt. recognised Hospitals in the prescribed form through the nearest Medical Officer of LWO dispensary and the claims have to be submitted in the prescribed form.

**6 Financial assistance for purchase of Spectacles:  
( Scheme was introduced on14-09-1984)**

PURCHASE OF SPECTACLES:  
(for workers only )-

- a) Reimbursement of expenditure upto Rs.300/- for purchase of spectacles.
- b) Reimbursement of expenditure upto Rs.70/- for change of lens.

The worker has to procure the spectacle and send the original receipt alongwith the application to the Welfare Commissioner through the concerned M.Os of L.W.O. Kolkata Region.

**7 Maternity Benefit Scheme for Female Workers:  
( Scheme was introduced in 1988)**

MATERNITY BENEFIT: Financial Assistance of Rs.1000/- will be given  
(for Female workers only - for the first two deliveries.  
6 months continuous service is  
essential)

The female worker shall submit the claim of Maternity benefit after delivery alongwith birth certificate in the prescribed format.

**8 Monetary Compensation for Sterilisation:  
( Scheme was introduced on 29-07-1988)**

MONETARY COMPENSATION FOR STERILISATION Rs.500/- will be paid if the worker or his/her  
(for worker & his or her spouse- spouse undergoes Sterilisation having two or less  
6 months continuous service is living children.  
essential)

The worker has to submit the claim in the prescribed format.

**9 Reservation of Beds in TB Hospital/ Sanitoria and Domiciliary treatment of  
TB: ( Scheme was introduced on 12-04-1978 & 06-08-1985)**

TREATMENT FOR T.B.: a) Free treatment in T.B. Hospital  
(for workers & dependents - b) Rs.50/- per month for purchase of medicines  
6 months continuous service is c) Subsistence allowance shall be paid  
essential. @ Rs.750-- to workers only

Worker has to avail treatment at the recognised TB Hospitals and submit the claims in the prescribed format. Subsistence allowance will be paid for the period of non payment of wages to the worker.

**10 Providing treatment for mental diseases  
( Scheme was introduced on 28-09-1987)**

MENTAL DISEASES a) Monthly expenditure of Rs.180 - Rs.900/- per  
( For workers & dependants) patient per month is paid to the mental hospital  
6 months continuous service b) Subsistence Allowance shall be paid @  
is essential) Rs.600/- to Rs.750/- per month

**11 Providing treatment for leprosy for workers.**

**( Scheme was introduced on 26-08-1986)**

LEPROSY RELIEF  
For workers & dependants  
6 months continuous service

Subsistence Allowance shall be paid @ Rs.200/-  
to Rs. 300/- per month

**12. Scheme for providing financial assistance to widow/widower of Beedi / Mine / Cine workers as well as widow/widower Beedi / Mine / Cine workers for meeting wedding expenses of their daughter**

- Rs. 5000/- in each occasion for marriage of 1<sup>st</sup> two daughters.

**13. Scheme for Grant-in-aid to State Govt / ESIC / Beedi Workers Group Housing Co-op.Society / NGOs / Control of State Govt.. Recognised Hospital /s etc. for providing medical facilities to Beedi Workers.**

- Upto Rs.2.0 crores or 75% of the actual cost of construction including cost of Medical equipments.
- Rs.4.0 lakh or 75% of the actual cost of Ambulance / Mobile Van whichever is less.
- Rs.10.00 lakh per annum or 75% of the actual cost, towards supply of medicines to a minimum of 15-bedded hospital maintained by above organisation.
- The said institutions are eligible for grant in aid if they intend to expand the existing infrastructure or to provide both indoor and outdoor medical facilities to the Beedi workers.
- Recurring expenses including payment of salary to the Medical / Para medical / Ministerial staff has to be borne by the respective institution.

**14 Grant in aid to mine management for maintenance of standard dispensary**

**services:**

**Applicability** Any Mine management which maintains Standard Dispensary/Hospital .

**Benefits:** Grant in aid is payable @10 paise per Metric Tonne of Iron Ore/Manganese Ore/Chrome Ore produced and @ 40 paise per metric tonne of Limestone & Dolomite produced or 75% of the expenditure on Medicines and establishments charges, whichever is less.

**15. Financial assistance to mine workers involved in serious accident**

**Applicability** Any mine worker who meets with fatal accident or is totally /permanently incapacitated in mine accident.

**Benefits** A lump sum grant of Rs.10,000/- . An amount of Rs. 1000/- per month for a maximum period of five years. A monthly scholarship of Rs. 250/- to each of the school going child till the age of 21 years or his her marriage whichever is earlier. (The children availing this will not be eligible for scholarship under Financial assistance for Education.)

**16. Financial assistance to mine workers for artificial limbs**

**Applicability** Any mine worker

**Eligibility Worker** who lose their limb while on duty.

**Benefits** The worker is entitled for supply of artificial limb from any of the recognised /approved centers of Government of India. The total expenditure including the cost of limbs and traveling expenses to the center is borne by Labour Welfare Organisation.

### **EDUCATION SCHEME:**

#### **FINANCIAL ASSISTANCE FOR EDUCATION**

##### **1. Financial Assistance for providing Scholarship to the wards of Beedi Workers.**

Under the Education Scheme financial assistance is provided to the school going children of workers studying from Class 1 to professional courses ranging from Rs.250/- to Rs.8000/- per annum.

	BOYS	GIRLS
1. Class 1 to IV .....	250/-	250/-
2. V to VIII Std.....	500/-	940/-
3. IX Std.....	700/-	1,140/-
4. X.....	1,400/-	1,840/-
5. XI, XII/PUC I & II.....		2,000/-2,440/-
6. 3yrs diploma/Graduation/PG.....		3,000/- 3,000/-
7. Professional degree..... BE/MBBS/BSc. (Agri.)		8,000/- 8,000/-

The worker has to submit the application through the School where the children of the worker is studying in the prescribed form along with seal and signatures of the school, copy of Marks Card with a copy of identity card within the prescribed time limit.

##### **2. Financial assistance for purchase of vehicle for school going children**

**Applicability** Mine management (Lime Stone & Dolomite Mine & Iron/Manganese/Chrome ore mine)

**Eligibility** Minimum children (studying in school/college or other institutions) to be benefited should not be less than 50 for a normal bus and 30 for mini bus.



**Benefits** Financial assistance limited to 75% of the actual or Rs.5 lakh for normal bus/3 lakh for a mini bus.

**HOUSING SCHEME:**

Revised Integrated Housing Scheme 2005 for Beedi and Mine workers:

The Scheme will be funded by the Central Government and implemented by the State Government through the District Collector / Deputy Commissioner of the concerned District.

**Cost:**

Minimum cost of construction would be Rs.45,000/- per tenement (Rs. 40,000/- Central subsidy plus Rs.5,000/- workers contribution). A dwelling unit costing up to Rs.1.00 lakh would be admissible under the scheme.

**Mode of Application:**

Applications in the prescribed form completed in all respects alongwith the contribution of the workers @ Rs.5,000/- per tenement from the eligible beneficiary shall be deposited with the District Collector / Deputy Commissioner of the concerned district or any authority nominated / appointed by him.

**Subsidy:**

A uniform Central subsidy of Rs.40,000/- per worker per unit will be granted. The 1<sup>st</sup> installment of the subsidy of Rs.20,000/- would be released at the time of grant of administrative approval. The 2<sup>nd</sup> installment of subsidy will be released on the construction reaching theroof level.

**Eligibility:**

Beedi worker engaged in Beedi industry for not less than 1 year. The monthly income of the family should not exceed Rs.6500/- per month.

The applicant Beedi / Mine worker should not have a House in his/her own name or in the name of his/her spouse or any of the dependents.

The applicant beedi / mine worker or his/her spouse or any of the dependants should not have earlier availed the facility of financial assistance under any housing scheme of the Government.

The house / flat will be completed within a period of 18 months.

All the above conditions of eligibility would be applicable to Iron Ore, Chrome Ore, Manganese Ore / Limestone & Dolomite Ore Mine workers except in their cases the family monthly income should not exceed Rs.10,000/-

### **Type I housing scheme for mine workers**

**Applicability** Mine workers employed in the Iron Ore/Manganese ore/Mica/Chrome Ore/Limestone & Dolomite mining industry. The land to be provided by the Mine management at mine site.

**Eligibility** The life of the Mine should not be less than 15 years. The management must be employing regular mine workers and having residential provision for contract workers more than the houses applied for.

**Benefits** A subsidy of Rs.40,000/- or 75% of the actual cost whichever is less will be given to the Mine management who will construct the house.

### **Type II housing scheme for mine workers.**

**Applicability** Mine workers employed in the Iron Ore/Manganese Ore/Mica/Chrome Ore /Limestone and Dolomite mining Industry. The land to be provided by the Mine management at the mine site.

**Eligibility** The life of the mine should not be less than 15 years. The management must be employing regular mine workers and having residential provision for contract workers more than the houses applied for.

**Benefits** A subsidy of Rs.50,000/- or 75% of actual cost whichever is less is given to the management who will construct the house.

## **2. Grant-in-aid to registered Co-op. Societies of Beedi Workers with 75 or more members for Construction of Workshed & Godown:**

- Minimum area of the workshed and godown should not be less than 750 sq.ft. and 600 sq. ft respectively with a minimum life of 20 years.

- Subsidy of maximum of Rs.1.50 lakhs or 75% of actual cost of construction after completion of construction.
- Amount is released after inspection by the officers nominated by Welfare Commissioner.

### **Social security scheme:**

➤ Beedi and Cine Workers in the age group of 18-60 years and who are not subscribers of Employees Provident Fund scheme are covered under the Group Insurance Scheme. The benefits under the scheme are as under.

Natural Death	Rs.10,000/-	
Accidental Death	Rs.25,000/-	
Partial Disability	Rs.12,500/-	Not applicable for Cine Workers
Total Disability	Rs.25,000/-	

### **Water supply schemes for mine**

**workers.**Applicability Mine managements

**Eligibility** In area of concentration of mine workers houses.

**Benefits** 75 % of the actual cost of the scheme providing water supply to the mine Workes.

### **Grant in aid for libraries for mine workers**

**Applicability** Mine managements

**Eligibility** Managements should run libraries for the benefit of minimum 100 workers.

**Benefits** Grant-in-aid of maximum of Rs.10000/- per annum.

### **Recreational schemes**

#### **Supply of TV sets**

**Applicability** Mine and Beedi Workers

**Eligibility** Mine managements and Beedi Workers Co-operative Societies

**Benefits** Rs.10,000/- for colour TV set and Rs.4000/- for B&W TV Set.

**Grant in aid for purchase of dish antenna**



- Eligibility** Mine managements who provide housing facilities to their workers and where such houses form a colony of at least 100 houses.
- Benefits** Payment limited to 50% of the actual cost of the dish antenna including all the accessories or Rs.30,000/- whichever is less.

### **Organising sports/games social & cultural Applicability**

Mine and Beedi workers

- Eligibility**
- a) Each mine management with a group of mines under their control will be eligible for reimbursement of expenditure.
  - b) Beedi managements or social and cultural organisation of repute.
  - b) Prior approval of the competent authority is required to be obtained.

- Benefits** A for mine managements
- 1) For purchase of sports gear : 75% of the actual expenditure subject to a limit of Rs.14000/- in a financial year.
  - 2) For Sports/Games/Tournaments activity : 75% of the actual expenditure subject to limit of Rs.10000/- in a financial year .
  - 3) For social activities : Expenditure limited to Rs.3,500/- or 50% of the actual expenditure, whichever is less
  - 4) For cultural activities : Expenditure limited to Rs.3,500/- or 50% of the actual expenditure, whichever is less

B For Beedi Managements

50% of the actual cost of the event subject to a maximum of Rs.2000/- per event.

### **Grant in aid for sports ground**

**Applicability** Mine workers only.

**Eligibility** The grant-in-aid will be admissible only for provision of Sports Ground where the concentration of workers is not less than 250. Detailed estimate with site plan indicating the place where the sports ground is proposed to be located should be furnished alongwith application.

**Benefits** Financial assistance will be a grant-in-aid payable subject to a maximum of Rs.3000/- on matching basis.

**Excursion cum study tour**

**Applicability** Mine Workers

**Eligibility**

- 1) All permanent and temporary workers.
- 2) His/her name should be in the Form 'B' register and has put in continuous service of at least two years.
- 3) He should possess a valid Identity Card on the date of tour.
- 4) The period of tour and total distance to and from should not exceed ten days and 3000 Km respectively.
- 5) The number of workers in one trip should not be less than 10 and not more than 50 in any case.
- 6) To obtain prior approval of Welfare Commissioner before the tour is undertaken.

**Benefits** Grant-in-Aid payable on matching basis subject to a maximum of Rs.20000/-per tour.

**Motor vehicle for transportation of mine workers (except mica)**

**Applicability** Mine Workers

**Eligibility**

- 1) The number of mine workers to be benefited should not be less than 75 in case of a normal bus and 40 in case of mini bus.
- 2) Assistance will be paid to the mine managements.

**Benefits** Financial assistance will be as follows:

- 1 Normal bus - 75% of the actual cost or Rs.5 lakh whichever is less.
- 2 Mini Bus - 75% of the actual cost or Rs.3 lakh- whichever is less.

**SIGHT SEETING & HOLIDAY HOME FACILITIES FOR BEEDI WORKERS:**

**Applicability** Beedi Workers.

**Eligibility:**

1. Beedi workers with six months of employment are entitled.
2. To and fro 2<sup>nd</sup> class railway fare, local conveyance and sight seeing @ Rs.3/- per day for 3 days admissible.
- 3.Reimbursement of expenditure is made after certificate of Caretaker Holiday Home.

**Grant in aid for setting up of community centers for benefit of beedi workers**

- Benefit is available for setting up of Community Centre in beedi Workers Housing Colony having minimum 50 houses.
- The State Government should submit the plan and estimate for construction of Community Hall duly approved by competent authorities.
- the minimum covered area not less than 50 sq. metres with a life of more than 20 years.
- an amount of Rs.1.00 lakh is released on completion of construction after inspection by the Officers of Labour Welfare Organisation.

**4(1) (b)(vi) STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL.**

**Documents pertaining to the implementation of the schemes are held by the Labour Welfare Organisation.**

**4(1) (b)(vii) PARTICULARS OF ARRANGEMENT THAT EXISTS FOR CONSULTATION WITH, OR REPRESENTATION BY, THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF ITS POLICY OR IMPLEMENTATION THEREOF**

The policies are formulated considering the recommendations of the Central Advisory Committees under different funds and the State Advisory Committees recommends the implementation part thereof.

**4(1) (b)(viii) STATEMENT OF THE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES CONSISTING OF TWO OR MORE PERSONS CONSISTED AS ITS PART OR FOR THE PURPOSE OF ITS ADVICE, AND AS TO WHETHER MEETINGS OF THOSE BOARDS, COUNCILS, COMMITTEES OR OTHER BODIES ARE OPEN TO PUBLIC, OR THE MINUTES OF SUCH MEETINGS ARE ACCESSIBLE FOR PUBLIC.**

Notifications pertaining to the constitution of State Advisory Committees under different Labour Welfare Funds in Kolkata Region:

(To be published in Part II, Section 3,  
Extraordinary)

Sub-Section (ii) of the Gazette of India,

Government of India  
Ministry of Labour  
\*\*

New Delhi, Dated the 2<sup>nd</sup> March, 2005

**Notification**

S.O. \_\_\_\_\_ (E). In exercise of the powers conferred by section 5 of the Cine Workers Welfare Fund Act, 1981 (33 of 1981), read with sub-rule (2) of rule 3 and rule 16 of the Cine Workers Welfare Fund Rules, 1984, the Central Government hereby constitutes an Advisory Committee for the State of West Bengal and appoints the following persons to the said committee to advise the Central Government on the matters arising out of the administration of the aforesaid Act, including matters relating to the application of the Cine Workers Welfare Fund, for a period of three years from the date of publication of this notification in the Official Gazette, namely :-

- |     |  |       |                               |
|-----|--|-------|-------------------------------|
| (1) | Minister for Labour,<br>Government of West Bengal,<br>Kolkata. | ..... | Chairman                      |
| (2) | Welfare Commissioner,<br>Government of India,<br>Kolkata.      | ..... | Vice-Chairman<br>(ex-officio) |

Representative of the Central Government appointed under rule 3(2)(a)(iii)

- |     |   |      |                        |
|-----|---|------|------------------------|
| (3) | Regional Manager,<br>National Film Development<br>Corporation Ltd.,<br>Kolkata. | .... | Member<br>(ex-officio) |
|-----|---|------|------------------------|

Representatives of State Government appointed under rule 3(2)(a)(iv)

- |     |  |       |                        |
|-----|--|-------|------------------------|
| (4) | Joint Director of Films,<br>Information & Cultural Affairs Department,<br>Government of West Bengal,<br>Writers Building, Kolkata-1. | ..... | Member<br>(ex-officio) |
|-----|--|-------|------------------------|

Representatives of Producers appointed under rule 3(2)(a)(v)

- |     |  |       |        |
|-----|--|-------|--------|
| (5) | Shri Ajit Bhattacharjee,<br>Care of- Suman Films,<br>50/2, Lenin Sarani,<br>Kolmata-700 013. | ..... | Member |
| (6) | Shri Tapan Ganguli,<br>59-B, Pratap Aditya Road,<br>Kolkata-700 026.....                     |       | Member |



- (7) Shri Depankar Dey, ..... Member  
 Bengal Ambuja Housing Limited,  
 Flat UD 3024, 1054/1,  
 Survey Park, Kolkata-700 075.

Representative of Cine Workers appointed under rule 3(2)(a)(vi)

- (8) Shri Raja Das, ..... Member  
 Care of- Shri Ram Chandra Naskar,  
 13, Uttar Kesthodanga Road,  
 Behala, Kethopol,  
 Kolkata-700 061.
- (9) Shri Bimal Dey, ..... Member  
 193-D/1, Mahatma Gandhi Road,  
 Haridebpur, Kolkata-700 082.
- (10) Shri Pantoo Nag, ..... Member  
 2/20, S.N. Dev Road,  
 Kolkata-700 048.

Women representative appointed under rule  
 3(2)(a)(vii)

- (11) Smt. Purnima Dutta, ..... Member  
 Priya Cinema,  
 95, Rash Behari Avenue,  
 Kolkata-700 029.

Secretary appointed under rule 3(2)(b)

- (12) Welfare Administrator, ..... Secretary  
 Labour Welfare Organisation,  
 Kolkata.

2. The headquarters of the said Advisory Committee shall be at Kolkata.

[No.U.19012/10/2002-W.II(C)]

Sd/-

(Manohar Lal)

Director General (Labour Welfare) /  
 Joint Secretary to the Government of India

To  
 The Manager,  
 Government of India Press  
 Mayapuri  
 New Delhi.

The meeting of the Committee is not open to the public, however, minutes of such meetings can be made available to public on demand.

THIS PART COULD NOT BE UPDATED FOR WANT OF OF PARTICULARS FROM CMO, DHULIYAN. UPATED PART WILL BE FURNISHED ON 26/09/2011.

**4 (1)(b)(ix) & (x) DIRECTORY OF OFFICERS AND EMPLOYEES & MONTHLY RENUMERATION**

1. Office of the Welfare & Cess Commissioner  
Labour Welfare Organsiation,  
Kolkatta.

Name of office / Unit & Location	Sl. No.	Name of Officer/Staff	Designation	Total monthly remuneration including of all compensatory allowances.
Office of the Welfare & Cess Commissioner, Kolkatta.	1.	Sh. N.K. Prasad	Welfare Commissioner	28359/-
	2.	Sh. S. Chakraborti	Asstt. Welfare Commissioner	18036/-
	3.	Sh. A.K. Saha	Admin-cum-Accounts Officer	22850/-
	4.	Smt. Dipali Chowdhury	Welfare Administrator	15474/-
	5.	Sri R.K.Prasad	Astt.Welfare Administrator	15394/-
	6.	Sri Asim Roy	Junior Engineer	15618/-
	7.	Sri S.A.Salam.	Head Clerk-cum-Actt.	11281/-
	8.	Sri R.K.Hota.	Stenographer.	11018/-
	9.	Sri P.Ram.	Senior Clerk.	9351/-
	10	Sri G. Chaki	Senior Clerk.	12087/-
	11	Sri B.L.Sarkar	Junior Clerk	10764/-
	12	Smt. R.Mukhopadhyay	Junior Clerk	9463/-
	13	Sri K.Sardar.	Junior Clerk	8845/-
	14	Smt. Gita	Junior Clerk	10755/-

	Mukherjee		
	15 Smt. Anima Barua	Junior Clerk.	6706/-
	16 Smt. Sonali Kanjilal	Junior Clerk.	9463/-
	17 Sri H.P.Das.	Daftry.	6563/-
	18 Sri D.S.Singh.	Driver.	8328/-
	19 Sri J.K.Routh	Peon.	6345/-
	20 Sri .T.K .Rawat.	Peon.	5946/-
	21 Sri G.L.Chowrasia	A.C.C.	5795/-
O/O the	22 Sri S.K.Roy	Dy.W.C.	21543/-
Dy.Welfare	23 Vacant	Welfare Administrator	-
Commissioner,	24 Sri Manoj Biswas.	Junior Clerk.	5748/-
Dhuliyān	25 Sri Arindam Bhar.	A.C.C.	4909/-
O/O the Medical Dhuliyān Chief	26 Vacant.	Specialist- Medicine	
	27 Vacant.	Specialist- Gynae,	
Officer,C.H.	28 Vacant.	Specialist-Surgery	
	29 Dr.A.Mukherjee	Chief Medical Officer.(NFSG)	39739/-
	30 Dr,S.Chakraborty	Medical Officer	21927/-
	31 Dr.Sanjay Bhattacharya	Medical Officer(Adhoc)	24895/-
	32 Dr(Mrs) M.Bhattacharya	Medical Officer(Contract)	8000/-
	33 Dr. Amitav Das.	Medical Officer(Contract)	8000/-
	34 Smt. Parbati Debi.	Sister In-charge	15952/-
	35 Smt. Kakli Garai.	Staff Nurse.	12241/-
	36 Smt. Uma Dey.	Staff Nurse.	12091/-
	37 Smt. Manjulata Sethi.	Staff Nurse.	12091/-
	38 Smt. Tahmina Khatun.	Staff Nurse.	12091/-
	39 Smt. Pranati	Staff Nurse.	12091/-

	Mondal.		
40	Smt. Rekeba Khatoon.	Staff Nurse.	12091/-
41	Smt. Namita Roy.	Staff Nurse.	12091/-
42	Smt. Anita Bhengra.	Staff Nurse.	12091/-
43	Smt. Lalita Lakra.	Staff Nurse.	12091/-
44	Smt. Sujata Das.	Staff Nurse.	12241/-
45	Smt. Anita Roy.	Staff Nurse.	11565/-
46	Smt. Menoka Saikh	Staff Nurse.	13408/-
47	Smt. C.Kerketta.	Staff Nurse.	16567/-
48	Sri G.C. Mondal.	Pharmacist.	9695/-
49	Sri R.Rajesh Kumar.	Pharmacist	9695/-
50	Sri Shankar Kalgi.	Lab.Te chnician.	9475/-
51	Smt. Sima Mondal.	Radiographer.	9475/-
52	Sri Ganga Prasad Thakur.	O.T.Assilst ant.	7509/-
53	Sri Anil Mardi.	Driver.	7005/-
54	Sri Golak Ch.Saha.	Driver.	6741/-
55	Sri Sanjit Saha.	Driver.	6741/-
56	Sri M.C. Ghosh.	Cashier.	7822/-
57	Sril R.A.Singh.	Junior Clerk.	6406/-
58	Sril Suman Sinha.	Ward Boy.	5679/-
59	Md. Jiaul Ali Khan.	Ward Boy.	5679/-
60	Smt. Mini Kumari.	Aya.	5679/-
61	Smt. Rama Rani Roy.	Aya.	5469/-
62	Smt. Mira Sarkar.	Cook.	5679/-
63	Smt.Sakti Pada Das.	Cook Mat	5679/-
64	Sri Prafulla Kr. Das.		

	65	Sri Anand Mohan Rajak.	Washerman.	5679/-
	66	Sri Ajit Kumar Rajak.	Washerman.	5679/-
	67	Sri Sadhan Halder.	Gardner.	5709/-
	68	Sril Ratan Kr. Bhagat.	Sweeper.	5709/-
	69	Smt. Parbati Mallik	Sweepress	5709/-
	70	Sri Ranjit Das.	Medical Attendent(US)	5244/-
	71	Sri Susanta Das.	D.C.A.	5604/-
	72	Sri Amirul Islam,	Messenger,.	5709/-
	73	Sril Kumaresh Chowdhury.	Peon,	5709/-
	74	Sri Muktil Kumar Das.	Chowkidar.	5709/-
	75	Sri Jhari Oran.	Chowkidar.	5709/-
	76	Sril Abdus Samad.	Chowkidar	5709/-
Static-cum-Mobile Medical Unit,Kolkata.	77	Dr.M.K.Chakraborti.	Chief Medical Officer (NFSG)	47309/-
	78	Smut. S. Beam.	Staff Nurse.	19545/-
	79	Sri B.N.Saha.	Driver.	9193/-
	80	Sri B.C.Bhoumick.	Pharmacist.	16084/-
	81	Sri Sk.Imran Ali.	A.C.C.	8076/-
Static Dispensary(Cine)Tollyganj	82	Dr. D. Chatterjee.	Medical Officer(Contract)	8000/-
	83	Sri C.K.Jana	Pharmacist.	16084/-
	84	Smt. Sikha Rudra.	Staff Nurse.	19545/-
	85	Sri D.K. Hota.	D.C.A.	5719/-
	86	Sri Kalu Ram.	S.C.C.	5719/-
Static-cum-Mobile Medical	87	Dr.Satyajit Sen,	Sr.Medical Officer.	34172/-

Unit, Barasat.	88	Smt. Supriya Ghosh.	Staff Nurse.	19545/-
	89	Sri G. Mukhopadhyaya.	Pharmacist.	16084/-
	90	Sri K.P. Das.	Driver.	10183/-
	91	Sri Samar Giri.	Dresser-cum-Attendant.	7604/-
	92	Sri K.N. Mondal.	Chowkidar.	8969/-
	Static-cum-Mobile Medical Unit, Magrahat.	93	Dr. P. Rit.	Medical Officer (Contract)
94		Sri A.K. Halder.	Pharmacist.	10831/-
95		Smt. Jay sree Das.	Staff Nurse.	13147/-
96		Sri Irfan Ahmed.	Driver.	7338/-
97		Sri S.N. Ram.	D.C.A.	7392/-
98		Sri Amar Biswas.	Chowkidar	7036/-
Static-cum-Mobile Medical Unit, Kakdwip.	99	Dr. Ash im Sarkar.	Medical Officer. (Study leave)	22281/-
	100.	Sri S.S. Mistry.	Pharmacist.	10692/-
			Staff Nurse.	13237/-
	101.	Smt. Pravati Mondal		
	102	Sri M.K. Moyra.	Driver.	9933/-
103.	Sri Sankar Pal.	D.C.A.	6352/-	
Static-cum-Mobile Medical Unit, Karimpore	104.	Sri K.C. Pramanik.	C.C.S.	6352/-
	105.	Dr. B. Barman.	Chief Medical Officer.	35084/-
	106.	Sri Jagdish Das.	Pharmacist.	10831/-
	107.	Smt. Sutapa Das.	Staff Nurse.	12049/-
	108.	Sri B. Kr. Das.	Driver.	9579/-

Static-cum-Mobile Medical Unit, Krishnagr.	109. Sri S.K. Biswas.	D.C.A.	7457/-	
	110. Sri S.C. Biswas.	Chowkidar.	6542/-	
	111. Dr. P.K. Mitra.	Chief Medical Officer.	34842/-	
	112. Sri Manojit Chakraborty.	Pharmacist.	11112/-	
	113. Smt. Kaberi Paukl.	Staff Nurse.	15765/-	
	114. Sri S.K. Khan.	Driver.	9946/-	
	115. Sri K.C. Nath,	D, C.A.	7528/-	
	116. Sri J.K. Roy Chowdhury.	Chowkidar.	6211/-	
	117. Dr. Subrata Barui.	Medical Officer(Contract)	8000/-	
	118. Sri M.K. Ghosh.	Pharmacist.	9869/-	
	119. Sri B.M. Ekka	Staff Nurse.	16091/-	
Static-cum-Mobile Medical Unit Berhampur	120. Sri S.K. Roy.	Driver.	11067/-	
	121. Sri Sanjib Singha.	D.C.A.	5845/-	
	122. Sri Sukdeb Singha.	C.C.S.	6435/-	
	Beedi Workers Welfare Dispensary, Nimita.	123. Dr. Md. Wasi Akhtar.	Medical Officer(Contract)	8,000/-
		124. Dr(Ms) M. Debbarman.	Medical Officer(contract)	8,000/-
		125. Sri V. Kumar.	Pharmacist.	-
		126. Sri M.K. Das.	Pharmacist.	10343/-
		127. Sri S.K. Chakraborty.	Nurse(Male)	14417/-
		128. Smt. Aparna Das.	Staff Nurse.	12091/-
		129. Sri G. Mondal,	Lab. Technician,	12511/-
		130. Sri S.K. Pal	X-Ray Technician.	13134/-
131. Sri N.C. Das		Driver.	7933/-	

St a tic-cum-Mobile Medical Unit,Kaliachak.	Mahanta.		
	132. Sri Gora Mukherjee.	D.C.A.	6231/-
	133. Sri Sankar Bhakat.	Sweeper.	6993/-
	134. Dr. Nazrul Islam.	Medical Officer(Contract)	8,000/
	135. Sri B. Shaw`	Pharmacist.	10602/-
	136. Smt. Sourava Bera.	Staff Nurse.	12049/-
	137. Sri M. Uddin.	Driver.	7338/-
	138. Sri S. Mukherjee.	D.C.A.	6322/-
	139. Smt. Rani Soren.	Sweeper.	6651/-
Static-cum-Mobile Medical UnitDomohana	140. Dr. U.K.Debsharma.	Chief Medical Officer.	34156/-
	141. Sri A. Biswas.	Pharmacist.	10831/-
	142. Sri S.S.Hazra.	Nurse(Male)	14948/-
	143. Sri Sanjay Jamadar.	Driver.	6731/-
	144. Sri J.C.Mondal.	D.C.A	7036/-
	145. Sri Jalai Soren.	CC.S.	
Static-cum-Mobile Medical Unit,Jhalda.	146. Dr. A.K.Sahish.	Medical Officer(Contract)	8,000/
	147. Sri S.K.Mura.	Pharmacist.	10692/-
	148. Smt. Tanushree Chndra	Staff Nurse.	13147/-
	149. Sri A.K.Malakar.	Driver	6435/-
	150. Sri M.Bouri.	D.C.A.	7274/-
Sta tic-cum-Mobile Medical Unit,Bankura.	151. Sri Nirmal Sahish.	Sweeper	7101/-
	152. Dr(Ms) B. Pal.	Medical Officer(Contract)	8,000/



	153. Sril R.K.Ghadeil.	Pharmacist.	13589/-
	154. Smt. Souma Chakraborty	Staff Nurse.	13374/-
	155. Sri M.C.Das.	Driver.	9823/-
	156. Sri A.B.Kar.	D.C.A.	13147/-
	157. Sri K.R.Sinha Roy	Chowkidar.	7164/-
Static-cum- Mobile Medical Unit,Contai.	158. Dr. Anutosh Pattnaik.	Medical Officer(Contract)	8,000/
	159. Sri S.K.Biswas.	Pharmacist.	11737/-
	160. Smt. H.M.Soren.	Staff Nurse.	15646/-
	161. Sri A.K.Bera.	Driver.	7892/-
	162. Sri Ajetesh Pat ra.	D.C.A.	13147/-
	163. Sril T.K.Mondal,	C.C.S.	6435/-
Static-cum- Mobile Medical Unit,Gouripur.	164. Dr. A.K.Halder.	Chief Medical Officer	48596/-
	165. Sri B. Karmkar.	Pharmacist.	10991/-
	166. Sri M.L.Das	Nurse(Male)	14445/-
	167. Sri T. Brahma.	Driver	9191/-
	168. Sri B.R.Das.	Chowkidar.	7275/-
	169. Sri B.Basfore.	Sweeper	7275/-
	170. Sri S.K. Das.	D.C.A.	7275/-
Static-cum- Mobile Medical Unit,Agartala.	171. Dr, C.K.Roy	Medical Officer.(Contract)	8,000/-
	172. Sri H.L.Roy	Nurse(Male)	15244/-
	173. Sri N.D.Barman.	Pharmacist.	11601/-
	174. Sri K.D.Roy	Driver.	11667/-
	175. Sri Swapan Sarkar.	D.C.A.	7978/-

Static-cum-Mobile Medical Unit, Cooch Behar.	176. Dr(Ms) Anupam Gupta	Medical Officer.(Contract)	8,000/-
	177. Sri J.Roy.	Pharmacist.	12624/-
	178. Smt. Parul Saha.	Staff Nurse.	15941/-
	179. Sri G.C.Sarkar.	Driver.	9199/-
	180. Sri A.K.Ghosh.	D.C.A.	7042/-
Static-cum-Mobile Medical Unit, Kharagpur.	181. Vacant.	Chowkidar.	-
	182. Dr. S. Mondal.	Medical Officer(Contract)	8,000/-
	183. Sri N.C.Ghorai.	Pharmacist.	13589/-
	184. Smt.Tapati Ganguli.	Staff Nurse.	13374/-
	185. Sri Suwendu Pal.	Driver.	7472/-
	186. Smt. Sulochna Behra.	D.C.A.	6547/-
	187. Sri N.C.Behra.	Chowkidar.	7663/-

**Manual 4(1)(b)(xi) Budget Allocation B.E. 2006-07**

(Rs.in '000)

	<b>BEEDI WORKERS WELFARE FUND</b>	<b>LIMESTONE &amp; DOLOMITE MINES LABOUR WELFARE FUND</b>	<b>CINE WORKERS WELFARE FUND.</b>
<b>Administration</b>	<b>4319</b>	<b>928</b>	<b>20</b>
<b>Health</b>	<b>44198</b>	<b>90</b>	<b>1269</b>
<b>Education</b>	<b>43055</b>	<b>380</b>	<b>180</b>
<b>Housing</b>	<b>5000</b>	<b>309</b>	<b>0</b>
<b>Recreation</b>	<b>150</b>	<b>25</b>	<b>0</b>
<b>Total</b>			

**Manual 4(1)(b)(xiii) PARTICULARS OF RECEIPIENTS OF CONCESSIONS,  
PERMITS OR AUTHORISATIONS GRANTED BY IT**

**Not applicable to Labour Welfare Organisation**

**Manual 4(1)(b)(xiv) DETAILS IN RESPECT OF THE INFORMATION**

**AVAILABLE TO OR HELD BY THE ORGANISATION REDUCED IN AN ELECTRONIC FORM**

- i) Details of organisation, its field units, function and duties
- ii) The powers and duties of officers and employees
- iii) Channel of supervision
- iv) Details of Schemes
- v) Details of State Advisory Committees
- vi) Directory of officers and employees alongwith remuneration
- vii) Budget allocation for the year ~~2006-07~~
- viii) Details of subsidy granted under Integrated Housing Scheme
- ix) Names, designation and other particulars of the Central Public Information Officer/Assistant Central Public Information Officer of the Organisation

**Manual 4(1)(b)(xvi) PUBLIC INFORMATION OFFICERS**

<b>Organisation</b>	<b>Central Public Information Officer</b>
Office of the Welfare & Cess Commissioner, Labour Welfare Organisation, 5th Floor, 2nd M.S.O. Building Nizam Palace, 234/4, A.J.C. Bose Road, Kolkata - 700020	Sh. S. Chakraborti, Asstt. Welfare Commissioner, Office of the Welfare & Cess Commissioner, Labour Welfare Organisation, 5th Floor, 2nd M.S.O. Building Nizam Palace, 234/4, A.J.C. Bose Road, Kolkata - 700020 Ph. No- 033-22836411 FAX No- 033- 22836412
	<b>Central Assistant Public Information Officers</b>
	I. Sh. S.K. Roy, Dy. Welfare Commissioner, Central Hospital, Dhuliyon Dist. Mushidabad (WB) Ph. No. 03485 - 26591 / 923

