



OFFICE OF THE MISSION DIRECTOR
NATIONAL HEALTH MISSION, ASSAM

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No:-NHM-18017/24/2019-PROC-NHM/ECE-105849/ 7770

Date: - 4/7/2023

From: Dr. M. S. Lakshmi Priya, IAS.
Mission Director.
National Health Mission, Assam.

To: 1. The Principal Secretary of Autonomous Council, BTC/DHAC/KAAC
2. The Deputy Commissioner (All Districts).
3. The Joint Director of Health Services (All Districts).

Sub: - Operational Guideline for Supply Chain Logistic System, Contingency & Rent of Ware House) for the FY 2023-24.

Sir/Madam,

With reference to the subject cited above, this is to inform you that the District wise physical & financial allocation along with operational guideline on NHM Free Drugs Services, Supply Chain Logistics System, Contingency, Civil Maintenance & Rent of Drugs Warehouse for the FY 2023-24 has been prepared for implementation of the activities as per the approval of Gol. The District wise budget allocations against each of the activity/FMR Code along with Operational Guidelines are enclosed herewith.

The Districts should strictly follow all financial norms, procedures and guidelines for implementation of the activities. For any clarification regarding implementation of the activities the respective owner of the activity may be contacted. Regarding any changes/developments in the implementation plan, the matter will be communicated to districts.

It is to inform you that not to make any changes in the allocation among different FMR Code without approval of the undersigned. The Owner of the activity should be the one indicated in the ROP against each activity. He/ She will be responsible for implementation of the activities and performance both physical & financial within stipulated time schedule and should be reported every month.

You are therefore, requested to circulate the Operational Guideline for Supply Chain Logistic System for the FY 2023-24 to all concerned immediately & effective implementation.

Your's sincerely,

Encl: As stated above.

(Dr. M. S. Lakshmi Priya, IAS)
Mission Director, NHM, Assam

Memo No: NHM-18017/24/2019-PROC-NHM/ECF-105849/ 7771-7779 Date:- 4/7/2023.

Copy forwarded to the:-

1. Principal Secretary, Govt of Assam, Deptt. Of Health & FW, Dispur for kind information.
2. Managing Director, AMSCL for information.
3. Director of Health Services, Assam for information.
4. Executive Director, NHM, Assam for information.
5. Officer on Special Duty (OSD), NHM, Assam for information.
6. Director of Finance & Accounts, NHM, Assam for necessary action.
7. State Programme Manager, NHM, Assam for information.
8. Procurement Expert, NHM, Assam for information and necessary action.
9. DPM/DAM/DDSM NHM, All Districts for information and necessary action.

Mission Director, NHM, Assam

ANNEXURE-'A'**Drug Warehousing & Logistics:****1) FMR Code: HSS.7-SI. No. 180.2****Name of the Activity: Supply chain logistic system for Drug Warehouse.****Activity Owner:**

- **At State HQ: Procurement Expert/ Office Manager (Store & Transport)**
- **At District level: DDSM/DAM**

In ROP 2023-24, Rs. 220.50Lakhs has been approved for distribution of Drugs, Surgicals & Consumables, other items etc. from State HQ to Districts and from District Drugs Ware House to peripheral health institutions (up to PCH level including MPHC, SD, SHC, UPHC etc.) including hiring of vehicles, labour charges, POL etc.

- For the purpose of hiring vehicle for transportation, Districts have to float tender through competitive bidding process by issuing advertisement in leading local newspaper as well as website of respective Deputy Commissioner Office. For the purpose of tendering, a Tender Committee at District level is to be constituted where the Deputy Commissioner will be the approval Authority & the ADC (Health) will be the Chairman, Jt. DHS will be the Member Secretary & DPM, DDSM, DAM will be the member of the Committee & also any Member nominated by the Deputy Commissioner (if deemed necessary).
- There must be a route map for the purpose of intra district transportation (transportation within the district) from District Drug Store to the peripheral hospitals (minimum up to the PHC level). There should not be any scope of sending medicines/surgicals from District Drug Store to designated Block PHC which is actually meant for CHC/FRU/PHC etc. in view of the fact that fund is here by issuing to the District Drug Store for smooth & uninterrupted flow of drugs/ surgicals/ equipment's/ hospital furniture's etc. up to the peripheral level. Exception will be entertained in case of programme drugs like IFA/Albendazole etc. or any items meant for implementation of program like brochure, leaflets, different type of registers. But a systematic co-ordination is to be established for smooth functioning of the Mission
- There must be a system of maintaining log sheet for the purpose of doing Transportation of essential commodities related to NHM/AMSC/Health Deptt.
- Districts have to maintain all financial norms and procedures during utilization of these allotted funds for transportation.
- Utilization certificate of the allotted fund to be submitted to the Finance Division of NHM, Assam along with the monthly financial report.

Sl. No	Name of Districts	Fund allocation
1	Barpeta	700,000.00
2	Baksa	450,000.00
3	Bongaigaon	500,000.00

Sl. No	Name of Districts	Fund allocation
4	Biswanath	250,000.00
5	Cachar	600,000.00
6	Chirang	400,000.00
7	Charaideo	200,000.00
8	Darrang	650,000.00
9	Dhemaji	550,000.00
10	Dhubri	700,000.00
11	Dibrugarh	650,000.00
12	Dima Hasao	300,000.00
13	Goalpara	600,000.00
14	Golaghat	700,000.00
15	Hailakandi	450,000.00
16	Hojai	300,000.00
17	Jorhat	500,000.00
18	Kamrup Metro	500,000.00
19	Kamrup Rural	900,000.00
20	Karbianglong	500,000.00
21	Karimganj	550,000.00
22	Kokrajhar	600,000.00
23	Lakhimpur	550,000.00
24	Majuli	250,000.00
25	Morigaon	500,000.00
26	Nagaon	750,000.00
27	Nalbari	600,000.00
28	Sivsagar	600,000.00
29	Sonitpur	650,000.00
30	South Salmara-Mankachar	250,000.00
31	Tinsukia	700,000.00
32	Udalguri	500,000.00
33	West Karbianglong	250,000.00
District Total(Rs)=		17,150,000.00
34	State HQ	49,00,000.00
Grand Total(Rs)=		220,50,000.00

2) FMR Code. HSS.7-SI. No. 180.3**A) Name of Activity: CONTINGENCY & MISCELLANEOUS EXPENSES OF DRUG WAREHOUSE:-****Activity Owner:**

- At State HQ: Procurement Expert/ Office Manager (Store & Transport)
- At District level: DDSM/DAM

In ROP 2023-24, Rs. 62.60 Lakhs has been approved for "Contingency & Miscellaneous Expenses" of 34 District Drugs Warehouse & 1 State Warehouse under FMR Code: HSS.7-SI. No. 180.3 in ROP 2023-24.

- Rs. 78,000.00 has been allotted for each district for the FY 2023-24, for smooth functioning of a scientific District Drugs Warehouse. It may include repacking expenses, sanitation and cleanliness of warehouse, POL for generator set etc.
- Expenditures like office stationeries i.e. Paper, Printer Cartridge, Files along with Internet bill of DDWH to be obtained from the fund allotted under the FMR Code: HSS.7- SI. No. 180.3.
- Utilization certificate to be submitted to the Finance Division, NHM, Assam along with the monthly FMR.

B) Name of the Activity: HOUSE RENT OF DDWH:-**Activity Owner:**

- At State HQ: Procurement Expert.
- At District level: DDSM/ DAM

In ROP 2023-24, an amount of Rs. 45.57 Lakhs has been sanctioned for house rent for Two districts, where construction of new Drugs Warehouse is not yet been completed & for 7 new districts, where new Drug Warehouses to be established. Fund for house rent have been approved for DDWH of Golaghat, Karimganj, Biswanath, Bajali, Hojai, Majuli, Charaideo, Kamrup, South Salmara-Mankachar & West Karbianglong.

- Expenditure on house rent of these above mentioned District Drugs Warehouse will be booked under FMR Code: HSS.7-SI. No. 180.3 (ROP 2023-24).
- Payment to be made against the valid and approved agreement with the house owner by the respective District Health Society by following all financial norms and procedure.
- Utilization certificate to be submitted to the Finance Division, NHM, Assam along with the monthly FMR.

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C) Name of the Activity: CIVIL MAINTENANCE OF DDWH:-

Activity Owner:

- At State HQ: Procurement Expert.
- At District level: DDSM/ DAM
- Expenditure for Maintenance of ware houses will be booked under FMR Code: HSS.7-SI. No. 180.3 (ROP 2023-24) with the approval of MD, NHM.
- The approved budget will be sanctioned to the District Health Society as per need and submitted justifications or repairing and renovation work will be done by NHM, Assam through Civil Construction Division on demand of the districts.

DISTRICT WISE FUND ALLOCATION IS AS BELOW:-

Sl. No	Name of District	Fund allocation for Contingency & miscellaneous expenses. (In Rs). FMR: HSS.7-SI. No -180.3	Fund allocation for House Rent. (In Rs). FMR: HSS.7-SI. No -180.3	Fund allocation for Civil Maintenance. (In Rs). FMR: HSS.7-SI. No -180.3	Total (In Rs)
					FMR: HSS.7-SI. No -180.3
1	Barpeta	78,000.00	-	-	78,000.00
2	Bajali	78,000.00	-	-	78,000.00
3	Baksa	78,000.00	-	-	78,000.00
4	Bongaigaon	78,000.00	-	-	78,000.00
5	Biswanath	78,000.00	2,54,568.00	-	3,32,568.00
6	Cachar	78,000.00	-	-	78,000.00
7	Chirang	78,000.00	-	-	78,000.00
8	Charaideo	78,000.00	4,38,000.00	-	5,16,000.00
9	Darrang	78,000.00	-	-	78,000.00
10	Dhemaji	78,000.00	-	-	78,000.00
11	Dhubri	78,000.00	-	-	78,000.00
12	Dibrugarh	78,000.00	-	-	78,000.00
13	Dima Hasao	78,000.00	-	-	78,000.00
14	Goalpara	78,000.00	-	-	78,000.00
15	Golaghat	78,000.00	5,40,000.00	-	6,18,000.00
16	Hailakandi	78,000.00	-	-	78,000.00
17	Hojai	78,000.00	3,86,880.00	-	4,64,880.00
18	Jorhat	78,000.00	-	-	78,000.00
19	Kamrup Metro	78,000.00	-	-	78,000.00
20	Kamrup	78,000.00	19,60,200.00	-	20,38,200.00

Sl. No	Name of District	Fund allocation for Contingency & miscellaneous expenses. (In Rs). FMR: HSS.7-SI. No -180.3	Fund allocation for House Rent. (In Rs). FMR: HSS.7-SI. No -180.3	Fund allocation for Civil Maintenance. (In Rs). FMR: HSS.7-SI. No -180.3	Total (In Rs)
					FMR: HSS.7-SI. No -180.3
21	Karbianglong	78,000.00	-	-	78,000.00
22	Karimganj	78,000.00	2,15,000.00	-	2,93,000.00
23	Kokrajhar	78,000.00	-	-	78,000.00
24	Lakhimpur	78,000.00	-	-	78,000.00
25	Majuli	78,000.00	2,22,000.00	-	3,00,000.00
26	Morigaon	78,000.00	-	-	78,000.00
27	Nagaon	78,000.00	-	-	78,000.00
28	Nalbari	78,000.00	-	-	78,000.00
29	Sivsagar	78,000.00	-	-	78,000.00
30	Sonitpur	78,000.00	-	-	78,000.00
31	South Salmara-Makachar	78,000.00	3,60,000.00	-	4,38,000.00
32	Tinsukia	78,000.00	-	-	78,000.00
33	Udalguri	78,000.00	-	-	78,000.00
34	West Karbianglong	78,000.00	1,80,000.00	-	2,58,000.00
District Total (Rs)=		26,52,000.00	45,56,648.00	0.00	72,08,648.00

N.B: As and when required, additional funds are to be sanctioned to the districts against specific tasks through letters and update the compiled budget sheet accordingly.

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