



**CIRCULAR**

**ORDER NO. NRHM/Admn/159/2008/SPMSU dated 03.10.2012**

**Sub: - Revised Guidelines for usage of funds under NRHM reg.**

The following are the guidelines for utilization of funds under the category 'Untied Funds', 'Annual maintenance Grant', 'Grants for Hospital Development Society' and 'Ward Health & Sanitation committee'. It is to be noted that the below-mentioned list is illustrative but not exhaustive. Any other activity deemed fit can be decided by the HMC/ WH&SC.

**D) Untied Funds for THQH/CHC / 24 x 7 PHC / PHC/SC**

1. Ad-hoc payments for cleaning up PHC/CHC or Sub-Centre
2. Transport of emergencies to appropriate referral centres & samples during epidemics.
3. Purchase of consumables such as bandages, medicines during emergency/ epidemics/ outbreaks (ORS etc.)
4. Purchase of bleaching powder and disinfectants, Chlorine tablets etc. for use in common areas
5. Labor and supplies for environmental sanitation, such as larvicidal measures for stagnant water
6. Provision of sitting arrangement and for examination of patients, expectant mothers and children during their visit to PHC/CHC or Sub-Centre
7. Provision of safe drinking water to patients by installing Aqua-Guard/ Water Filters
8. Provision of heating arrangement for patients during winter & cooling during summer
9. Provision of sterilization of Equipment/Syringes through Kerosene oil/ Heater/Single Burner Gas Stove (LPG)
10. Emergency Light, Torch, Cells, Bulbs, Soaps and other consumables
11. Making/ displaying IEC material (Sign Boards etc.) on various NRHM Schemes like Janani Suraksha Yojna (JSY)/ Referral Transport/ Immunization Schedule/ Rashtriya Swasthya Bima Yojna (RSBY) and various National Health Programmes
12. Organization of Stakeholders' meetings, RKS meetings and Monthly meetings
13. Repair of Furniture
14. Maintenance of electricity.
15. Making functional existing hatcheries for field release of guppy fishes
16. Making 'ovi traps' for field level activities

Areas under which Untied Funds cannot be utilized are as follows:

- Fund not to be used for any Full Time or Part Time employee salary, Honorarium, Incentive, Vehicle purchase, Other equipments purchase, Giving any advertisements either in Print or Electronic media, Organizing Swasthya Mela in case of CHC/PHC.
- In case of Sub-Centre, Fund shall not be used for any salaries, vehicle purchase or to meet the expenses of the Gram Panchayath.
- Untied funds should not be used for individual needs, except in the case of referral and transport in emergency situations.

II) Annual Maintenance Grant for THQH/ CHC / 24 x 7 PHC / PHCs / SC

- a. Maintenance of physical infrastructure (water, toilets etc)
- b. Providing Electricity
- c. Painting the centers.
- d. Minor Maintenance (curtains, water supply systems, electrical items, minor repairs etc)
- e. Repair / Operationalising soak pits
- f. Adhoc payments (cleaning up the centre, especially after childbirth)
- g. Transport of samples during epidemics
- h. Purchase of inverter, generator, UPS etc.
- i. Source Reduction Activities
- j. Purchase of bleaching powder and disinfectants
- k. Labour and supplies for environmental sanitation. (cleaning or larvicidal measures for stagnant water)
- l. Making functional existing hatcheries / construct new hatcheries for field release of guppy fishes
- m. Making 'ovi traps' for field level activities
- n. Fire fighting and Safety measures for the institutions.
- o. Repair / operationalising soak pits.

III) Hospital Development Society (Rogi Kalyan Samity)

Expense can be incurred under three broad headings.

**A. Reporting & Surveillance**

Improving Health Information System

- a. Procurement of hardware & Software: - One computer, printer, UPS and other accessories may be procured locally for HMIS/ MCTS/ ASHA data entry activities of the institution. This computer should be used exclusively for RCH/MCH activities.
- b. Payment for internet connection for installation. (Recurring expenditure should not be incurred)
- c. Modification of room to be used for Hospital Information System including physical infrastructure and software development

- d. Capacity building for existing administrative & field staff including block coordinators for using computers
- e. Annual Maintenance Contract for computers, printers etc.
- f. Expenses relating to consumables of computers, printers, photocopier, fax machines etc.

#### **B. Source Reduction and Cleanliness**

- a. Source reduction & cleaning activities – Periodic cleaning of hospital and surroundings
- b. Lab supplies – purchase of reagents, Quality control solutions..etc
- c. Mosquito nets at hospitals in wards, theatre, labour room, ICUs etc.
- d. Diagnostic Kits in case of “attack phase”
- e. Cleaning of Water Tanks / Pond / Biological Control
- f. Purchase of bleaching powder and disinfectants
- g. Labour and supplies for environmental sanitation. (cleaning or larvicidal measures for stagnant water)
- h. Repair / operationalising soak pits.
- i. Making functional existing hatcheries / construct new hatcheries for field release of guppy fishes
- j. Making ‘ovi traps’ for field level activities
- k. IEC activities – Display boards (IEC Materials regarding Communicable disease, non communicable disease, RCH/MCH activities, anti tobacco messages,etc)

#### **C. Other Activities**

- a. Purchase of water purifier, RO plant ..etc for providing safe drinking water
- b. Cleanliness of the Hospital
- c. Purchase of Baby Warmer
- d. Purchase of Baby resuscitation kit
- e. Emergency Medicines Purchase
- f. Purchasing and maintenance of intercom
- g. Purchase of BP instruments and Rubber flex tube for Oxygen Cylinders
- h. Purchase of Stethoscope
- i. Repair of Quarters
- j. Repair of BP Instruments, Needle destroyer...etc.
- k. Providing TV/DVD...etc and setting up of a Public Addressing System.
- l. Cleaning of surrounding including landscaping, cleaning & sanitation (persons can be hired occasionally)
- m. Providing basic facilities such as seating arrangement, waiting area, drinking water facility.etc for visitors
- n. Purchase of inverter, generator, UPS etc.
- o. Hospital Infection Control Activities
- p. Installation of Electronic Token systems in institution
- q. Providing Cot & Beds, wheel chairs, structure trolleys with safety belts, Bed rails, bed side lockers, Railing for Ramps...etc.
- r. Printing and providing registers, formats, forms etc. in relation to MCH/RCH activities.

#### IV) Untied fund for Ward Health & Sanitation Committees

- a. Ward level public health activity (Source reduction activities, cleanliness drive, sanitation drive, school health activities, ICDS Anganwadi level activities, household surveys, IEC activities etc.)
- b. Referral transportation for destitute women or very poor member of the ward (BPL). Maximum limit - Rs.1000/- per year
- c. Communication allowance of Rs.300/month as phone charges for convener of the Ward Health & Sanitation Committee (eligible to get the allowance from only one place)
- d. Mosquito control measures including spraying, fogging, Labour charges..etc
- e. Community activities (Nutrition, Education and Sanitation, Environment protection, Public Health Measures)
- f. Printing and providing registers, formats, forms etc. in relation to MCH/RCH activities
- g. The conveners of the WHSC should produce monthly statement of expenditure with supportive vouchers to the Medical Officer.

Community is free to contribute additional grant towards the Health and Sanitation Committee. Utilization certificate for the financial year should be submitted by 15th April by the Convener to the concerned Superintendent/ Medical Officer in charge.

#### **Note:**

1. Though NRHM funds cannot be generally used for purchase of furniture, it is hereby clarified that furniture/equipments required for patient care and allied activities can be purchased from the funds available under untied grant, Annual Maintenance Grant or Hospital Development Society.
2. Though the limit for quotations for purchase from Government funds is Rs. 20,000/- (Twenty thousand only), while utilizing NRHM funds, Medical Officers in charge/Superintendants/DPMSU/SPMSU are permitted to purchase articles / execute works on Quotation basis to the tune of Rs.50,000/- (Rupees Fifty Thousand only) based on decisions in the District Health & Family Welfare Society/ HMC/SPMSU. Also DPMs/ Medical Officers in charge/ Superintendants/SPMSU are permitted to exercise petty expenses up to a maximum of Rs.5000/- (Rupees Five Thousand only) without inviting quotation by using NRHM funds.
3. The Engineer of Block Panchayat or Overseer of Grama Panchayat/NRHM appointed Engineers or any approved Engineer of HMC or Beneficiary Committee can issue Technical Sanction for the Civil Works being carried out. He/she will be given an honorarium of Rs.250/- for estimates less than Rs.10,000/- and Rs.500/- for estimates greater than Rs.10,000/-. This is to be met from the concerned fund itself and included in the estimate for the work.

4. The Conveners of Ward Health & Sanitation Committees are permitted to purchase articles / execute works using Subcentre / Ward Health & Sanitation Committee funds on Quotation basis up to a limit of Rs. 10,000/- based on decisions taken in the Ward Health & Sanitation Committee. They can procure materials/articles up to a maximum of Rs.1000/- day without quotation after taking decisions in the concerned WHSNC meeting.

  
State Mission Director (NRHM)

To,  
All Concerned