



GOVERNMENT OF WEST BENGAL
OFFICE OF THE SUB-DIVISIONAL OFFICER
SILIGURI

Memo No. 537 /ASHA/2021/SDO (C)

Date: 15-12-2021

NOTICE FOR ENGAGEMENT OF ASHA

In pursuance of the Order vide HFW/NHM-466/2021/3078, dated. 07.10.2021 read with Memo No. HFW/NRHM-652/12/1162, dated 19.03.2018 of the Health & Family Welfare Department, Government of West Bengal, applications are hereby invited in the prescribed format given herein as **Annexure - B** from the Candidates having Indian Citizenship for engagement of purely temporary post of Accredited Social Health Activist (ASHA) under NRHM against vacant posts in different villages/locality comprised under different Blocks of Siliguri Sub- Division (SMP area) mentioned in the **Annexure- A**. Remuneration will be paid to the selected ASHA at the rate as notified by government from time to time.

Date of submission of application from **15.12.2021 to 07.01.2022 (Time 11.00 am to 5.00 pm)** on all working days between these dates.

Last date of submission of application Form : **07-01-2022 till 05.00 pm.**

Venue of submission of application Form- Respective office of the Block Development Officer under whose jurisdiction the ASHA post has been sanctioned.

Eligibility:

1. The applicant should be married/divorced or widowed woman.
2. The applicant should be a resident of the same village for which she will be selected.
3. The age of the applicant should be within the age group of 30 to 40 years (as on 15.12.2021). In case of SC/ST candidates, the lower age limit may be relaxed to 22 years (as on 15.12.2021). There is no relaxation of age/reservation of post for candidates belong to OBC / General category.
4. The minimum qualification should be Madhyamik appeared or equivalent examination of recognized board. Candidates who are Madhyamik passed or possessing higher qualification are also eligible. However, in case of candidates possessing higher qualification, only marks obtained in Madhyamik or equivalent examination will be considered.

Mode of Application:

1. Application is to be filled up in prescribed format given herein under **Annexure – B** and to be submitted to the respective BDO office on and from **15.12.2021 to 07.01.2022 (from 11.00 am to 5.00 pm)** on working days.
2. Applications received after last date of submission will not be entertained.
3. Completed application must be submitted with two passport size coloured identical photograph- one of which shall be pasted in the space provided in the Application Form **Annexure – B** & other is to be submitted with the Application Form.
4. The passport size photograph affixed on the application must be self attested by the candidate in such a way that some portion of the signature of the candidate shall lie on the application form and rest portion of signature shall remains on the photo.
5. All the requisite documents as prescribed must be attached with the application form and application along with all the documents should be submitted to the respective BDO office **by hand** on or before the closing date and time.
6. One self addressed envelope (23cm X 10 cm) affixed with postage stamp of Rs. 5/- (rupees five) only must be attached with the filled in application.
7. Should any of the statement made in the application by any candidates be subsequently found to be false during subsequent stages, her candidature will be liable for cancellation, her engagement will be liable to be terminated even if she is selected. Willful suppression of any material facts will also be similarly dealt with.
8. Candidates should take particular note that all entries in their application will be treated as final & no further alteration in this regard will be entertained after submission of the applications.

The envelope covering the application shall be addressed as below-

- | | |
|---|-------------------------|
| 1. ASHA Code No. | _____ |
| 2. Name of the Candidate | _____ |
| 3. Contact No | _____ |
| 4. Postal Address of the Applicant with PIN | _____

_____ |

9. The applicant must be submitted in the prescribed format as mentioned in **Annexure –B** in this notification.
10. Defect applications will be rejected. No candidate shall submit more than one application. More than one application, if submitted by the same applicant, will not be entertained and remaining application(s) will be cancelled.
11. Incomplete application shall summarily be rejected without any notice to the candidate or else.
12. The envelope containing the application form should be superscripted and underlined with “Application *in response to Advertisement*
13. Closing date for receipt of application is **5.00 pm on 07.01.2022.**
14. **Application form in Annexure-B is available in the District Website- <https://darjeeling.gov.in> which may be obtained through downloading or may be obtained from respective BDOs Office.**

Documents to be submitted:

Self-Attested Photocopies of Documents to be submitted with the application form and Originals to be shown mandatorily by the applicant during the time of Interview.

1. The proof of permanent residence – (Voters Identity Card / Ration Card)
2. Mark Sheet of Madhyamik or Equivalent Examination of recognized board as applicable. Mark Sheet is to be provided by the candidate even in case of failure in the examination.
3. Admit Card of Madhyamik or Equivalent Examination of recognized board / Birth Certificate as proof of age.
4. SC/ ST Certificate is required to be submitted in support of claim for relaxation of age.
5. Copy of higher educational qualification(s) above class 10 standard may be submitted.
6. Candidates who are members of Self Help Group (Grade-I or Grade-II) may submit the certificates issued by respective Block Development Officer.
7. Candidates who are trained Dais /Link workers under BPHC may submit the certificate issued by the BMOH of respective Block.
8. Documents for proof of Marriage/ Divorce/ Widow, if available may be submitted along with the application.
9. The original documents (except mentioned in Point 6 & 7) need not to be submitted. The self attested copy of the certificates will be checked/ verified during the interview. Hence the qualified / short listed applicants will be asked to bring the original documents during interview or consequently for verification.

Mode of Selection:

1. The selection would be based on marks obtained by the candidates in the Madhyamik or equivalent examination of recognized board (90% weightage) and score in interview (10% weightage).
2. The applicant shall not possess adverse criminal record which may render her unsuitable for the post.
3. Areas where the majority of the population belongs to SC/ST, preference will be given to candidates from that category, keeping the selection criteria fixed.
4. Preference would be given to Grade I and II SHG Members/ Trained Dais / Link workers keeping the selection criteria fixed.
5. The candidature of a candidate will be rejected if she does not appear in interview (when called for) even if she is otherwise eligible and secures the highest marks.

General Conditions:

1. Read all the instructions carefully mentioned above before applying. Fill the Application Form with due care.
2. Help Desk has been set up at respective Block Offices and BPHC for assistance and further query.
3. Submission of the application does not guarantee an appointment.
4. 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 the candidate.
5. The Sub- Divisional Level ASHA Selection Committee reserves the right to alter the mode of examinations or to conduct re-interview or to cancel part or whole of any process of recruitment at any stage, if required.


Sub- Divisional Officer
Siliguri
&
Member Secretary
ASHA Selection Committee
✓ Siliguri

Memo No. 537/1(14) / SDO (C)

Dated: 15-12-2021

Copy forwarded for information, necessary action and with a request to cause wide circulation to:

1. The District Magistrate and Chairman of ASHA Selection Committee, Darjeeling.
2. Mr. Amar Singh Rai, Vice – Chairman of ASHA Selection Committee, Darjeeling.
3. Mr. L.B Rai, Nominated Member of ASHA Selection Committee, Darjeeling.
4. The CMOH, Darjeeling.
5. The DPHNO, Darjeeling.
6. The DPO, ICDS, Darjeeling with a request to brief the CDPOs under his jurisdiction to display same in their office and all the AWCs under their jurisdiction and to send a certificate to that effect to the undersigned within two days of receiving this notice.
7. The Block Development Officer, - Matigara / Naxalbari / Phansidewa / Khoribari with a request to brief the Gram Panchayat staff accordingly, to advertise the above Notice in Block & Gram Panchayat Office, to set up a Help Desk for ASHA at the Block Office, to receive applications of ASHA with proper receipt, to maintain a register for applications, etc. and to send a certificate to that effect to the undersigned within two days of receiving this notice.
8. The BMOH, - Matigara / Naxalbari / Phansidewa / Khoribari 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 to send a certificate to that effect to the undersigned within two days of receiving this notice.
9. The OC, IT Cell, Darjeeling with a request to upload this in district website of Darjeeling immediately.
10. The IT Coordinator, IT Cell, Swasthya Bhawan, GN-29, Sector- V, Salt Lake, Kolkata- 700091 with a request to upload this notification in the website immediately.
11. The CA to the ADM (Gen.), Darjeeling.
12. The CA to the ADM (Dev.), Darjeeling.
13. The CA to the ADM (Edu.), Darjeeling.
14. The CA to the ADM (LR), Darjeeling.


Sub- Divisional Officer
Siliguri
&
Member Secretary
ASHA Selection Committee
✓ Siliguri

APPLICATION FOR THE TEMPORARY POST OF ASHA

Advertisement Notice No. _____ dated _____

Name of the Block Applied for: _____

To The Sub- Divisional Officer Siliguri District – Darjeeling	Paste here self attested recent passport size colour photograph
(space for the office Use)	
Roll No.	

1. Name (নাম):
2. Father Name (পিতার নাম):
3. Husband Name (স্বামীর নাম):
4. Permanent Address (স্থায়ী ঠিকানা) (Voter ID i.e. EPIC / Ration Card) (ভোটার কার্ড / রেশন কার্ড আবশ্যিক দাবির সমর্থনে)

Gram (গ্রাম): _____ Post Office (ডাকঘর): _____

Panchayat (পঞ্চায়েত): _____ Block (ব্লক): _____

Zilla(জেলা): _____ Pin Code (পিন নং): _____

5. Date of Birth (জন্ম তারিখ):.....

5. Age (বয়স):..... Year (বছর)..... Month (মাস).....
(as on 15-12-2021) বিজ্ঞপ্তি প্রকাশের তারিখ অনুযায়ী : 15-12-2021

7. Name of the Sub-center applied for with ASHA Code : (আশা কোড সহ উপকেন্দ্রের নাম

8. Marital Status(Put a Tick Mark): (বৈবাহিক অবস্থা): Married(বিবাহিতা) () Divorced (বিবাহ বিচ্ছিন্ন) () Widowed(বিধবা) ()

9. Caste Status (Put a Tick Mark): (জাতি): SC(তফসিলি জাতি () ST (তফসিলি উপজাতি) () General (সাধারণ) ()

10. Contact No. (মোবাইল নং): 01..... / 02.....

11. Educational qualification (Mention highest educational qualification and attach documents in support of claim). Description of marks obtained in the Madhyamik/ Recognized Equivalent Examination and above. Marks obtained in optional papers shall not be counted. Only marks obtained in compulsory papers shall be taken into consideration.

Name of the Examination	Name of the Board/Council/ University	Year of appearing/ passing in the concerned examination	Total Marks in Examination	Total Marks obtained (excluding additional marks)	% of Marks obtained (excluding additional marks)

Photocopy of documents to be submitted (যে সমস্ত নথিপত্রের জেরস্ব জমা দিতে হবে)

1. Proof of Maximum Qualification (সর্বোচ্চশিক্ষাগত যোগ্যতার প্রমাণ)
2. Proof of Residence (বাসস্থানের প্রমাণ) Voter Card, Ration Card (ভোটার কার্ড, রেশন কার্ড)
3. Proof of Age (Valid Birth Certificate/ Madhyamik Pariksha or Equivalent Admit Card/ Marksheet) (বয়সের প্রমাণ) (বৈধ বয়সের সংশাপত্র / মাধ্যমিক অথবা সমতুল্য পরিষ্কার অ্যাডমিট কার্ড / মার্কশিট)
4. Caste Certificate (for SC and ST only) (জাতি সংশাপত্র (তফসিলি জাতি / উপজাতিদের জন্য))
5. Two Self attested Passport size photograph (One attached with the application) (২ টি স্বপ্রত্যয়িত পাসপোর্ট মাপের ছবি (একটি আবেদন পত্রের সাথে যুক্ত করে))
6. One self addressed envelope with postage stamp of Rs. 5/- affixed on envelope to be submitted. (নিজের ঠিকানা লেখা একটি খামের উপরে ৫ টাকার ডাক টিকিট লাগিয়ে জমা দিতে হবে)
7. Married/ Divorced/ Widowed proof documents. (বিবাহিত / বিধবা / বিবাহ বিচ্ছিন্ন - এর প্রমাণ পত্র) Married Regist. Certificate, if available.
8. Death certificate of Husband for Widowed Woman/ Certificate of Dissolution of marriage from competent authority for Divorced Women, if available. (বিধবাদের জন্য স্বামীর মৃত্যুর সংশাপত্র / উপযুক্ত কর্তৃপক্ষের থেকে বিবাহ বিচ্ছিন্নের সংশাপত্র, যদি থাকে)
9. Certificate issued by the Gram Panchayat containing the ASHA Code No. & verification of marital status in original (গ্রাম পঞ্চায়েত থেকে দেওয়া আশা কোড নম্বর সহ এবং বৈবাহিক স্থিতির আসল সংশাপত্র)
10. Certificate issued by the Block Development Officer for Grade I & II SHG members (issued after publication of ASHA notice) or by Block Medical Officer of Health of for Trained Dais/ Link Workers (issued after publication of ASHA notice), in original if applicable. (১ ম এবং ২ ম শ্রেণীর স্বনির্ভর গোষ্ঠীর সদস্যদের জন্য ব্লক উন্নয়ন আধিকারিকের দেওয়া আসল সংশাপত্র (আশা বিজ্ঞপ্তি প্রকাশের পর) মঞ্চ প্রশিক্ষণপ্রাপ্ত এবং লিঙ্ক কর্মীদের ক্ষেত্রে স্বাস্থ্য বিভাগের ব্লক চিকিৎসা আধিকারিকের দেওয়া আসল সংশাপত্র (আশা বিজ্ঞপ্তি প্রকাশের পর))

I do hereby certify that above information given by me are true to the best of my knowledge and belief. I do not have any adverse criminal record anywhere which may render me unsuitable for the post . I shall be solely responsible if any aforesaid information is proved incorrect. My candidature shall be liable to be cancelled if I am found to influence the process of selection. (আমি এতদ্বারা প্রত্যয়ন করছি যে আমার দ্বারা প্রদত্ত উপরোক্ত তথ্যগুলি আমার সর্বোত্তম জ্ঞান এবং বিশ্বাস অনুসারে সত্য। আমার কোথাও কোনো প্রতিকূল অপরাধ মূলক রেকর্ড নেই যা আমাকে এই পদের জন্য অনুপযুক্ত করতে পারে। উপরিউক্ত কোন তথ্য ভুল প্রমাণিত হলে আমি এককভাবে দায়ী থাকব। আমার দ্বারা ভবিষ্যতে নির্বাচন প্রক্রিয়া প্রভাবিত করতে পারে প্রমাণ পাওয়া গেলে আমার প্রার্থিতা বাতিল করা হবে।)

Place (স্থান) :

Date (তারিখ):

(Signature of the applicant in full)
(আবেদনকারীর পূর্ণ স্বাক্ষর)

Serial No. in BDO Office Receipt register (রসিদ খাতার ক্রমিক নং)..... Date (তারিখ)..... Candidate (আবেদনকারী)
..... Address (ঠিকানা).....

The application is hereby received. (আবেদন পত্র)

(Signature of the receiving
authority)

(গ্রহণকারী কর্তৃপক্ষের স্বাক্ষর)

Annexure - A

Sl. No	Name of the Block	Total Vacancy	Name of the GP	Name of the Sub-Centre	Name of the Village	of Post Vacant	
1	Matigara	14	Matigara-I	Kawakhari	Kawakhari	1	
			Matigara-II	Paticolony	Ranangar	1	
					Kholaibakhtari	1	
			Atharkhai	Baramohansinghjote	Chandbar Jote	1	
					Leninpur	Jyotirmoy Colony	1
			Patharghata	New Chamta	Dhukuria	1	
					Khaprail	Putinbari T.E	1
			Champasari	Sevoke	Samarnagar	1	
					10 th Mile	1	
				Salbari	Damragram	1	
					Khaprijote	1	
				Kalkut	Sukna T.E	1	
				Dagapur	Palash	1	
					Bandrijote	1	
2	Naxalbari	09	Gossainpur	Chandaljote	Bara Rajajhar	1	
			Naxalbari	Naxalbari	Satbhaiya	1	
			Upper Bagdogra	Upper Bagdogra	Lichubagan	1	
					Gadadharpally	1	
			Lower Bagdogra	Lower Bagdogra	Loknath Nagar	1	
			Maniram	Maniram	Choto Maniram	1	
					Nepania	Nepania	1
			Hatighisa	Hatighisa	Sebdulla	1	
Birsing	Jibanjote	1					
3	Kharibari	06	Kharibari	Kharibari	West Howddavita	1	
			Binnabari	Khopalasi	Khopalasi	1	
			Buraganj	Dangarvita	Manjoyjote	1	
			Raniganj Panishali	Bazarujote	Uttar Ramdhanjote	1	
					Goursingjote	1	
			Badrajote	Kelabari	1		
4	Phansidewa	19	Chathat	Kuchyamore	Kalamgach	1	
					Kuchyamore	1	
					Chathat	Bairgachh	1
					Matigara	Matigara	1
					Teligachh	1	
			Ghoshpukur	Ambari	Kachumani Jote	1	
					Tetliguri	1	
					Fakirdeep	1	
					Kuchiajote	Rai Kotha Line	1
					Bhalomansi	GirjaLine	1
					Lachuvita	Gudhamline	1
			Bidhannagar I	Sahabad	Situvita	1	
					Jayantika T.E.	1	
					Budharugaou	1	
			Kachubari	Ghugujhara	1		
			Phansidewa	Phansidewa	Chopramari	1	
			Bidhannagar II	Vimbar	North Kothi Line	1	
			Hetmuri Singhijhora	Rajjeejote	Moondivision	1	
					Chowpukuria	Halal	1