



GOVERNMENT OF WEST BENGAL
DEPARTMENT OF PUBLIC HEALTH ENGINEERING
WATER & SANITATION SUPPORT ORGANISATION (WSSO)

N.S. Building, 7th Floor, 1, K. S. Roy Road, Kolkata 700001

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Memo No: PHE/WSSO/112 (Pt. -XIV) / 1991 - 2018.

Dated: 05/09 / 2018.

To,

The Executive Engineer

Alipurduar Division, Bankura Division, Bardhaman Division, Asansol Mechanical Division, Durgapur w/s Division, RCFA w/s Division, Birbhum Division, Bolpore Mechanical Division, Coochbehar Division, Balurghat Division, Neorakhola w/s Mnt. Division, Siliguri w/s Division, Hooghly Division, Howrah Division, Jalpaiguri Division, Malda Division, Maldah Arsenic Area w/s Division, Murshidabad Division, Nadia Division, Barasat Division, North 24 Parganas w/s Division I, Medinipur Division, Tamluk Division, Purulia Division, Purulia Mechanical Division, Alipur Division, South 24 Parganas W/S Division, Raiganj Division.

PHE Dte., Govt. of West Bengal.

Sub: Ensuring efficient functioning of water testing laboratories in different Districts of the State
Ref: Memo No. PHE/IV/1831/O-9/16(Pt-IV) dated. 20/08/2018

Enclosed please herewith a copy of the circular of Deputy Secretary (Technical), PHE Dept., Govt. of West Bengal, to ensure proficient and effective functioning of 217 nos. of water testing laboratories in different Districts of the State, for his information and further necessary action (Annexure I).

In this regard, he is therefore requested to submit the chemical stock report duly signed by the concerned Assistant Engineer and authenticated by the Executive Engineer, as per Annexure II (copy enclosed) of the laboratories under his jurisdiction to the Superintending Engineer with a copy marked to this office within 7th of every month, and henceforth submit the system generated stock report of chemicals and reagents, when the same is made available in the PHED water quality dashboard.

The stock report of the month of August should be compiled and sent to this office by 15th September, 2018.

Enclosed as stated above


Chief Engineer & Director, WSSO
PHE Dept., Govt. of West Bengal

Memo No: PHE/WSSO/112 (Pt. -XIV) / 1991 - 2018 / (1 - 12)

Dated: 05/09 / 2018.

Copy forwarded for information to:

The Superintending Engineer, South 24 Pgs w/s Circle/Eastern Circle/Murshidabad Circle/North 24 Pgs w/s Circle/North Bengal Circle I/North Bengal Circle II/Western Circle/RCFA w/s Circle/Central Circle/Mechanical Circle I/ Bankura W/S Circle/RCFA w/s Circle, PHE Dte. Govt. of West Bengal


Chief Engineer & Director, WSSO
PHE Dept., Govt. of West Bengal

Annex I

**GOVERNMENT OF WESTBENGAL
DEPARTMENT OF PUBLIC HEALTH ENGINEERING
NEW SECRETARIAT BUILDINGS (7th floor), KOLKATA – 700001**

Memo no: PHE/IV/1831/O-9/16 (Pt-IV)

Dated, Kolkata the 20.08.2018

CIRCULAR

In order to ensure efficient and effective functioning of 217 nos. of rural Water testing Laboratories in different District of the State, functioning under Chief Engineer and Director WSSO, the undersigned is directed to communicate the following action points for strict compliance:-

- Superintending Engineer shall make frequent visit to the Laboratories under his jurisdiction.
- The nodal Executive Engineer in the District shall be the in charge of all the Laboratory related activities.
- Respective Assistant Engineer & Junior Engineer of the Laboratories shall be responsible for day to day functioning & monitoring of the Laboratories.
- For ensuring quality check and judicious use of laboratory consumables, a system generated stock report of chemicals and reagents signed by the concerned Assistant Engineer and authenticated by the Executive Engineer to be submitted to the Superintending Engineer with a copy to WSSO office on the 7th of every month.
- The functional status of instruments shall be prepared & submitted to concern Superintending Engineer & Director WSSO, PHE Department.
- Besides above, all water quality status of running schemes shall be shared with Chief Engineer (Planning & WQM), PHE Dte., and concerned Chief Engineers by Director WSSO, PHE Deptt. for their knowledge/record.

[Signature] 20/8/18
Deputy Secretary (Technical)
to the Government of West Bengal

Memo no: PHE/IV/1831/O-9/16 (Pt-IV)

Dated, Kolkata the 20.08.2018

Copy forwarded for information to the:-

- 1 P.S. to Hon'ble MIC, PHE Deptt., Govt. of West Bengal for kind appraisal of Hon'ble MIC.
- 2 Sr. P.S. to Principal Secretary, PHE Deptt., Govt. of West Bengal for kind appraisal of Principal Secretary.
- 3 Engineer-in-Chief, PHE Department, Govt. of West Bengal.
- 4 Chief Engineer (Head Quarters), PHE Dte., Govt. of West Bengal.
- 5 Chief Engineer (Civil), Northern Zone, PHE Dte. Govt. of West Bengal.
- 6 Chief Engineer (Mech/Elec), Northern Zone, PHE Dte. Govt. of West Bengal.
- 7 Chief Engineer and Director WSSO, PHE Deptt., Govt. of West Bengal.

[Signature] 20/8/18
Deputy Secretary (Technical)
to the Government of West Bengal

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Annex II

Monthly Stock report for Laboratory AS on:.....

Item No	Testing Parameter	Chemicals	Quantity Existing as opening balance - good stock	Quantity Existing as opening balance - expired stock	Quantity Received	Batch No	Date of Receipt	Date of Expiry	Expired Stock, if any	Total Qty Consumed for the month	Transferred Stock to other laboratories, if any	Good stock at the end of the month	Expired stock at the end of the month	Remarks

Executive Engineer
 Division
 PHE Dte