



Government of West Bengal  
Department of Health & Family Welfare  
Office of the Chief Medical Officer of Health  
South 24 Parganas

Administrative Building, M R Bangur Hospital Complex, 241, Deshapran Sashmal Road, Tollygunge, Kolkata 33.  
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Memo No. : CMOH (SPG)/DH&FWS/9364

Dated: 15.12.25

NOTICE

Documents Submission & Verification for different Vacant (Contractual) Posts  
Under NHM for South 24 Parganas District : 2025-26

[Ref : Recruitment Notification No CMOH(SPG)/DH&FWS/8887, Dated : 27.11.25 South 24 Parganas District]

The Application ID No. of candidates applied on-line for the different posts under NHM are here by requested to bring their original testimonials along with the self-attested photocopies of the testimonials (to fulfill the essential criteria as per notification) as listed below, for documents submission & verification purpose in the Office of the Secretary & Chief Medical Officer of Health, South 24 Parganas, M.R.Bangur Hospital Complex, New Administrative Building, 2<sup>nd</sup> Floor, Tollygunge, Kolkata-700033 on 29/12/2025, as mentioned below.

This is to further inform that candidates must be present physically at the time of Document verification and no authorization will be allowed. No change of date and time will be entertained from this end.

**Data or information to be verified (in original) with the online application and photocopies of the testimonials/documents for the particular post applied for need to be submitted as noted below:**

1. Printed copy of the on-line application form and Demand Draft in original need to submit by hand.
2. The photo proof identity card of the candidate i.e. Passport, Pan Card, Voter-ID Card, AADHAAR Card, Driving License (any one of this).
3. Proof of Address (Passport/VoterIDCard/ AADHAARCard/ Driving License ).
4. Age Proof Certificate (Madhyamik or equivalent examination certificate or admitcard).
5. All the mark sheets (for all years / semesters) and Degree/Diploma completion certificates of essential educational qualification and professional qualification.
6. Caste Certificate would be issued by appropriate Authority of West Bengal within the last date of on- line application for the post. In case of OBC candidates, category 'A' or 'B' must be mentioned specifically in the caste certificate; otherwise the caste certificate will not be accepted.
6. All the post qualification experience certificates would be issued and stamped by the appropriate authority starting from oldest to latest need to be produced for scoring .
7. Experience certificates must consist of Name of the post, Employer's Name, Employee's Name, Date of joining (DOJ) and Date of Leaving (DOL) or current date in case still continuing otherwise his/her experience will be treated as invalid. Appointment letter/ Engagement letter/ Resignation letter/ Agreement Bond will not be treated as experience certificate.
8. Documents relating to Guardian's identity. (Guardian as mentioned in the online application).
9. In case of married female candidates - Marriage registration certificate by the appropriate authority.
10. If the Essential Qualification & other Eligible Criteria does not match with the particular post and the required documents not found at the time of document verification, the candidature will be cancelled. The candidate will not be allowed for further steps in the selection process.

15.12.25

## Programme Schedule for Document Submission &amp; Verification (with Original) for Selection Process

Post : Accountant-II DPMU (NTEP) ( Date : 29.12.2025, Monday, Time : 11:00 am & onwards )									
598256	599597	599917	600128	606437	607643	611634	612113	613606	621394
624947	628149	628735	629755	635453	636245	636322	636652	638446	647436
648416	663001	X	X	X	X	X	X	X	X

Post : Counsellor (NTEP) ( Date : 29.12.2025, Monday, Time : 11:00 am & onwards )									
597165	599449	601452	602973	603665	608796	613238	615537	616226	620469
621617	622136	625083	631692	632109	634466	635857	645719	659108	660385
661827	665673	X	X	X	X	X	X	X	X

Post : Tuberculosis Health Visitors (TBHV) - NTEP ( Date : 29.12.2025, Monday, Time : 2:30 pm & onwards )									
597421	597585	597733	602099	605719	614840	622804	625720	627119	634078
635867	644146	647519	649801	664303	665882	666560	X	X	X

Post : Senior Treatment Supervisor (STS) - NTEP ( Date : 29.12.2025, Monday, Time : 2:30 pm & onwards )									
602462	632153	638648	643068	646687	654481	654823	662488	X	X

Post: Senior Tuberculosis Laboratory Supervisor (STLS)-NTEP (Date : 29.12.2025, Monday, Time : 2:30 pm & onwards)									
621392	624494	625523	626985	647825	651255	656966	659764	659916	660891
664275	666542	X	X	X	X	X	X	X	X

Applicants for the posts of Senior Medical Officer (NTEP) and Medical Officer (NTEP) are instructed to note that the interview and computer test will be conducted on the same day, followed by document verification.

Post : Senior Medical Officer (NTEP) ( Date : 29.12.2025, Monday, Time : 2:30 pm & onwards )									
615718	632043	X	X	X	X	X	X	X	X

Post : Medical Officer (NTEP) ( Date : 29.12.2025, Monday, Time : 2:30 pm & onwards )									
616054	632143	636845	666613	X	X	X	X	X	X

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Candidates please note:

1. Verification of testimonials does not entitle the candidate to claim in the further steps of the process of final selection.
2. After successful verification of testimonials, shortlisted candidates will be called for further steps of the process of final selection.
3. In case of failure to produce any of the above mentioned original documents at the time of verification, his/her candidature will be treated as cancelled.
4. The decision of the Competent Authority regarding the engagement is final.

15/12/25

Secretary & Chief Medical Officer of Health  
DH & FW Samiti, South 24 Parganas

Memo No : CMOH(SPG)/DH&FWS/ 9364/(8)

Date : 15.12.25

Copy forwarded for information and necessary action:

1. The Mission Director. NHM, WB, Swasthya Bhavan.
2. The Executive Director. WBSH & FWS. Swasthya Bhavan.
3. The District Magistrate, South 24 Parganas.
4. The Dy.CMOH-I/II/III/IV/DMCHO/DTO, South 24 Pgs with request to administer the process.
5. The DPMU, S24Pgs advised to organize and remain present on the above mentioned dates.
6. The DIO, NIC, S24Pgs with request to upload the notice in [www.s24pgs.gov.in](http://www.s24pgs.gov.in) web-site.
7. The IT Co-ordinator, SB, W.B with request to upload in [www.wbhealth.gov.in](http://www.wbhealth.gov.in) web-site.
8. The DSM, South 24 Parganas with request to upload in [www.spghealthgov.in](http://www.spghealthgov.in) web-site.

15/12/25

Secretary & Chief Medical Officer of Health  
DH & FW Samiti, South 24 Parganas