

Dr Asim Sarkar < cmohq.ko@cghs.nic.in >

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To "CMO I/C WC Belvedere Kolkatta" <blvdest.ko@cghs.nic.in>, "CMO I/C WC Lake Area Kolkatta" <lake.ko@cghs.nic.in>, "CMO I/C, Doverlane WC CGHS Kolkatta" <dvln.ko@cghs.nic.in>, "Dr. Nilanjan Chattopadhyay" <nrlkg.ko@cghs.nic.in>, "CMO I/C WC Syambazar CGHS Kolkatta" <shybz.ko@cghs.nic.in>, "Ishapore Extension CGHS Kolkatta" <isha-ko@cghs.nic.in>, "CMO I/C CGHS Rajdanga (KO6)" <rjd.ko@cghs.nic.in>, "Bhowanipur-Kalighat Kolkatta" <bhwnpr.ko@cghs.nic.in>, "AIH&PH Campus WC Kolkatta" <bdhns.ko@cghs.nic.in>, "Mint Colony Kolkatta" <mntcly.ko@cghs.nic.in>, "BBD Bag WC CMO I/C KO10-Kolkatta" <bddb.ko@cghs.nic.in>, "Santagachi SARKAR" <sntrg.ko@cghs.nic.in>, "CMO IN CHARGE SALLAKE AF WC (KO12) KOLKATA" <sltlkaf.ko@cghs.nic.in>, "CGHS Airport Wellness Center Kolkatta" <airpt.ko@cghs.nic.in>, "CMO IC Lake Town CGHS WC Kolkatta" <lktwn.ko@cghs.nic.in>, "CMO I/C WC Tollygunge CGHS Kolkatta" <tlygng.ko@cghs.nic.in>, "CMO I/C WC Salt Lake EB CGHS Kolkatta" <sltlkeb.ko@cghs.nic.in>, "Dr. Soumen Chakraborty" <mlgrd.ko@cghs.nic.in>, "Salt Lake ICWC CGHS Kolkatta" <sltlkic.ko@cghs.nic.in>, "SILIGURI WELLNESS CENTRE" <sil-ko@cghs.nic.in>, "CGHS JALPAIGURI WC" <jlp-ko@cghs.nic.in>, "CMO I/C POLYCLINIC Kolkatta" <plycl.ko@cghs.nic.in>

Cc "AD CGHS Kolkatta" <ad.ko@cghs.nic.in>, "Sumita Chattopadhyay" <cmsd.ko@cghs.nic.in>

Sir/Madam,

Online procurement of restricted medicine (Non STC) has already been started since 15/7/26. These medicines will be supplied to the respective WC and will be disbursed to the beneficiary from the WC. Indent of STC medicines are being processed in offline mode presently. Kindly check **whether Store Incharge is able to upload the documents for STC medicines after scanning or not.** Kindly Inform to the Store In charge of MSD regarding the same, as this needs to be informed to respective sections of MOHFW.

Thanking you
Regards
Dr Asim Sarkar
CMO(R&H1)
CGHS Kolkatta

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~ Ali Aslam

+91 70034 2315

⇒ Forwarded

1. Commencement of Online Procedure for Procurement of STC (Standing Technical Committee) and Non-STC Medicines in CGHS Kolkatta

It was decided that the online system for procurement of STC and Non-STC medicines in CGHS Kolkatta shall be made operational with effect from 15.07.2026 without fail. All concerned officers, including the CMO I/Cs and Pharmacist (Store In-charge of the concerned Wellness Centre) were directed to ensure its smooth implementation from the stipulated date.

It was further decided that, in respect of STC medicines, the Pharmacist (Store In-charge of the concerned Wellness Centre) shall upload all relevant documents, including the prescription of the CGHS Medical Officer, the treating specialist's prescription, investigation reports, and other supporting documents, through the online procurement system. Thereafter, the CMO I/C shall verify the documents and forward the case online to the Central Medical Store Depot (CMSD), Kolkatta, for further processing under the existing approval mechanism.

In respect of Non-STC medicines, the CMO I/C shall prescribe/recommend the required medicine through his/her designated online module. The request shall be transmitted online to the CMSD, which shall process the case and submit it to the Additional Director, CGHS Kolkatta, for approval.

The beneficiary shall, however, be required to submit the physical copies of all relevant documents at the Central Medical Store Depot (CMSD), Kolkatta, in respect of both STC and Non-STC medicine requests, for further processing under the existing approval mechanism. This shall be treated as an interim arrangement and shall remain in force until further orders. The procedure for complete end-to-end online processing of STC and Non-STC medicine requests shall be reviewed separately in due course.

Any technical issues encountered during implementation may be taken up with the designated CDAC personnel posted at the CGHS Headquarters, Kolkatta, for necessary assistance.

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