

IQ City Medical College  
IQ City Road,  
Sovapur, Jemua,  
Durgapur - 713206, India  
Phone: 0343-2608500  
www.iqcitymedicalcollege.in



Ref. No. : IQMC/SA/16-17/315

Date: 06-04-2021

**NOTICE**  
**COVID 19 Vaccinations: Reg.**

- I. Reference Notice: D.O. No. 1940407/2020/Imm., dated 05-04-2021.
- II. This is to inform that students desirous to get vaccinated need to :
  - a. Fill up the form attached as Annexure - 1.
  - b. Submit the same within tomorrow (07-04-2021) between 09:30 a.m. to 06:00 p.m. at the Department of Academics.
  - c. Date, time and place of vaccination will be intimated individually.
  - d. Fill up the "**Details of the workplace**" (in the form shared as attachment) as :
    1. Name of the Health Facility / Office : IQ City Medical College & Hospital, Durgapur.
    2. Ministry / Department: Ministry of Health and Family Welfare / Health Department.
    3. Full address: IQ City Medical College, IQ City Road, Sovapur, Jemua, Durgapur, India. Pin Code: 713206.

  
Prof. (Dr.) Gautam Ghose  
Principal

06/4/2021

**Copy to:**

1. MSVP
2. Dean, Academics
3. Dean, Student welfare
4. Deputy Dean, Student Welfare
5. Dr. Koushik Mazumdar
6. Dept. of Community Medicine
7. Nursing Superintendent
8. All Notice Board

Principal  
IQ City Medical College & Hospital  
IQ City Road, Sovapur, Jemua  
Durgapur-713206, India



राजेश भूषण, आईएएस  
सचिव

**RAJESH BHUSHAN, IAS**  
SECRETARY



भारत सरकार  
स्वास्थ्य एवं परिवार कल्याण विभाग  
स्वास्थ्य एवं परिवार कल्याण मंत्रालय  
Government of India

Department of Health and Family Welfare  
Ministry of Health and Family Welfare

D.O. No. 1940407/2020/Imm.  
5<sup>th</sup> April 2021

*Dear Colleague,*

Please refer to my D.O. Letter even number, dated 3<sup>rd</sup> April 2021, vide which, in view of vaccination of ineligible beneficiaries in the name of HCWs/FLWs at some CVCs, in complete violation of the prescribed guidelines, the decision of the NEGVAC that, **no fresh registration in the categories of HCWs and FLWs will be allowed**, has been communicated.

2. In continuation of the said guidance, following additional directions are issued for vaccination of HCWs/FLWs, aged from 18 years to 44 years:

- i) On-site registration facility for genuinely left over HCWs/FLWs will henceforth be available **only in the Government CVCs**.
- ii) For on-site registration, it will be **mandatory for the HCW/FLW to submit/produce**:
  - a. The original photo-ID card being used for vaccination.
  - b. A copy of the **employment certificate** in the format enclosed herewith at Annexure - I.
- iii) The **details of eligible HCWs and FLWs are given in Annexure – 2**. The employer will be responsible to ensure that the employment certificate is issued to only eligible HCW/FLWs.
- iv) The employer and the concerned HCW/FLW will be personally responsible for correctness of information in the employment certificate.
- v) It will be mandatory for the verifier to capture the employment certificate in COWIN system prior to registration of the HCW/FLW.
- vi) Verifier/site manager will be responsible for capturing the employment certificate along with necessary details on COWIN.

3. While the COWIN system is being modified to incorporate the above functionalities, these instructions may be widely disseminated and all the COWIN users may be suitably sensitized. Strict compliance of these instructions may be ensured.

*Warm Regards.*

Yours sincerely

(Rajesh Bhushan)

Encl : as above

**Additional Chief Secretary/ Principal Secretary/ Secretary (Health)**  
All States/UTs



**Annexure 1: Employment certificate for the purpose of COVID vaccination**  
**(For FLWs/HCWs aged 18 years to 44 years)**  
(Ref. D.O. No. 1940407/2020/Imm., Dated, 4<sup>th</sup> April 2021)

**Details of Employee:**

1. Category of employee : HCW- Central/State/Private  
FLW
2. ID type proposed to be used for vaccination :  
PAN/Passport/Aadhar/Driving License/  
Voter ID/NPR Smart Card/
3. ID Card Number : \_\_\_\_\_
4. Name (as recorded in the selected ID card) : \_\_\_\_\_
5. Gender : Male/Female/Other
6. Year of birth (as recorded in selected ID card) : \_\_\_\_\_

**Details of the workplace:**

1. Name of the Health Facility/ Office : \_\_\_\_\_
2. Ministry/Department : \_\_\_\_\_
3. Full address : \_\_\_\_\_  
\_\_\_\_\_
- Pin Code : \_\_\_\_\_

It is hereby certified that the details given hereinabove are correct as per the employment records of Dr./Shri/Smt. \_\_\_\_\_.

Signature of Employee  
Designation: \_\_\_\_\_  
Mobile Number: \_\_\_\_\_

Signature of authorized official  
Name: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Mobile number: \_\_\_\_\_

Date of issuing: \_\_\_\_\_  
Place of issue : \_\_\_\_\_

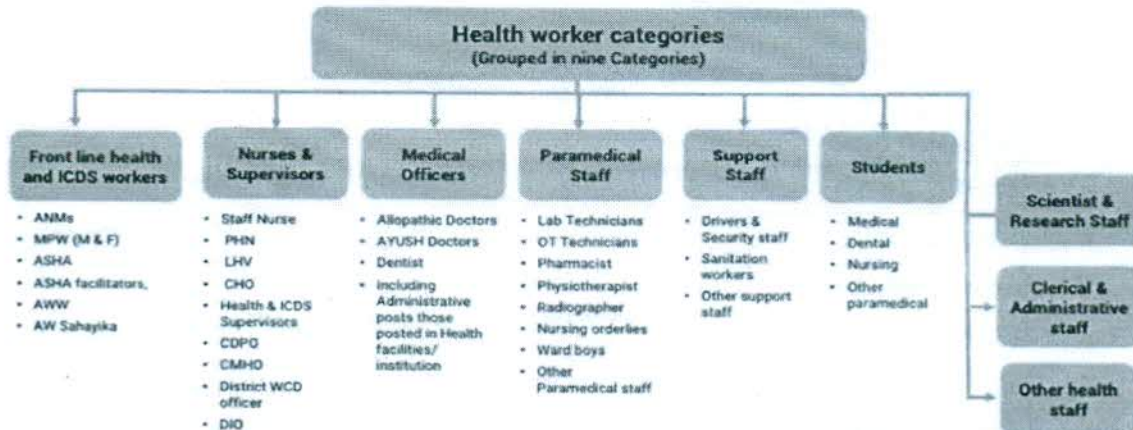
(Office Seal)

## Annexure 2: Eligible HCWs and FLWs as per Operational Guidelines (28/12/2020)

(Web link : <https://www.mohfw.gov.in/pdf/COVID19VaccineOG111Chapter16.pdf>)

**Health Care Workers:** HCW is defined as 'health care service providers and other workers in health care settings; both in government and private sector including ICDS workers.

Health Care Workers group for COVID-19 vaccination comprise of:

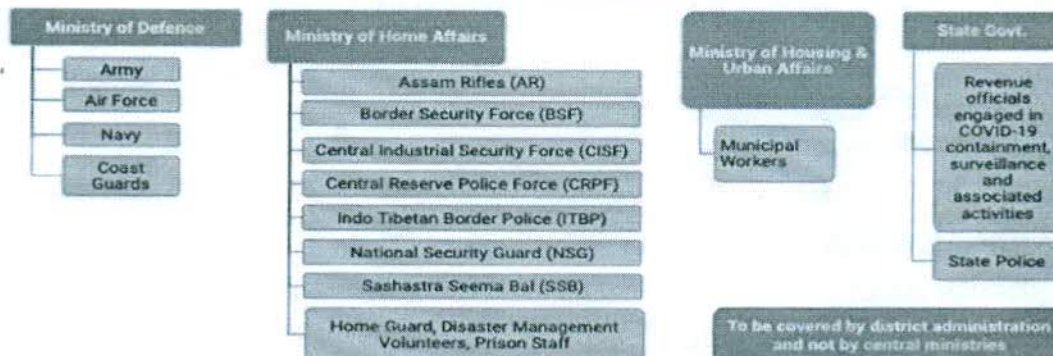


### FRONTLINE WORKERS

Frontline Workers engaged in delivery of essential services such as police staff, defense, municipal workers etc. will be prioritized for COVID-19 vaccination and include the following groups:

**FIGURE 7.3: FRONTLINE WORKERS CATEGORIES**

Frontline workers are personnel from following departments



**Municipal Workers:** are defined as "all workers\* who are engaged in providing any form of public health, sanitation and waste management services for the city or town"

Municipal workers are further classified as follow:



**Note:** PRI official engaged in COVID-19 containment, surveillance & associated activities, RPF, Polling officials (from Tamil Nadu, Puducherry, West Bengal, Assam & Kerala) and staff on Kumbh Mela Duty have been included in FLW subsequently.