

**Revised TORs for CONTRACTUAL STAFF (SSU/DSU)
Integrated Disease Surveillance Programme (IDSP)
National Centre for Disease Control, Delhi**

2019

Remuneration of the respective posts will be decided as per State NHM norms/State NHM HR Policy and salary may vary as per the qualifications. The increment will be performance based for each position as per performance appraisal guidelines by NHM.

STATE LEVEL

STATE EPIDEMIOLOGISTS

The main objective of the assignment of State Epidemiologist is to provide technical support to State Surveillance Officers to implement IDSP and ensure operational continuity for the program. S/he will also provide oversight for data collation, reporting, analysis and local action including outbreak investigation as well as administer collection, compilation and analysis of passive surveillance data not only from peripheral health institutions but also from hospitals and colleges in the district.

Qualification & Experience:

1. Medical Graduate with Post Graduate Degree/Diploma in Preventive and Social Medicine / Public Health or Epidemiology (such as MD, MPH, DPH, MAE etc.)
Or
2. Any Medical Graduate with 3 years' experience in Public Health
Or
3. M.Sc. in Life Sciences with 2 years MPH (Masters in Public Health) with three year experience.
Or
4. M.Sc. (Epidemiology) with 3 years' experience in Public Health.
5. Should have Knowledge of Computer and MS office.

Age:

45 years or below (in exceptional cases age upto 60 years may be considered)

Remuneration:

As per the State NHM norms & HR policy.

Job Responsibilities:-

1. Monitor timely collection and compilation of data from all reporting units and districts.
2. Analyse surveillance data and prepare weekly IDSP alert and forecast along with appropriate feedback.
3. Prepare and share relevant monthly summaries/feedback of the disease situation to the central surveillance unit, district surveillance units and other concerned stakeholders like Animal husbandry, FSSAI etc.
4. Identify outbreaks and verify media alerts/EWSs of diseases targeted under IDSP for all districts using threshold values.
5. Facilitate outbreak Investigation promptly as per the standard operating guidelines of IDSP.
6. As a member of State RRT, be a part of outbreak investigation as and when required.
7. Monitor timely submission of First Information Report(FIR) and Final outbreak report to SSU/CSU.

8. Prepare IDSP report of the state and timely dissemination of the same to all concerned.
9. Assist in organising independent evaluation studies under IDSP and their outcomes.
10. To assist SSO in conducting regular meetings of State Surveillance Committee and meeting for intersectoral coordination between various stakeholders aimed at effective IDSP implementation.
11. Supervise State IDSP data manager, State data entry operator and District epidemiologists to ensure timely submission of quality information required in relation to data.
12. Make supervisory visits to DSUs to monitor implementation of IDSP activities.
13. Support State Surveillance Officer in carrying out other work related to effective implementation of IDSP.
14. To participate in video conferencing with CSU and DSU.
15. Coordinate with medical college hospitals and private health facility in the state participating in disease surveillance
16. To carry out all IHIP-IDSP related activities in the State.
17. Any other work assigned by SSO as and when.

STATE DATA MANAGER

The main objective of the assignment would be to collect, compile and analyze data from districts and to conduct field visits to monitor and assess data quality. S/He will function with close coordination with data cell of SPMU.

Qualifications & Experience:

Post Graduate Qualification in Computer Science with minimum 3 years' experience.

OR

BE in IT/ Electronics, Preference will be given to those who have worked in health or social sector. Should have Basic Knowledge of Computer and MS office.

Age:

Below 40 years.

Remuneration:

As per the State NHM norms & HR policy.

Job Responsibilities:

1. Ensure timely collection and compilation of data from all reporting units and districts.
2. Analyse S, P, L data for time/ place in spreadsheet for identifying rising trend of disease/early warning signals. Preparation of weekly IDSP alert and forecast thereof.
3. Supervise functioning of IDSP portal.
4. Supervise functioning of State and District data entry operators and District data managers.

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5. Prepare Periodic and annual reports required for the IDSP program under supervision of SSO and State Epidemiologist.
6. Supervise and maintain network connection for video conferencing and data transference.
7. Familiarise and operate VC equipment, organise and participate in weekly VC with CSU and DSUs, undertake preventive maintenance and troubleshooting for small problems and co-ordinate with service providers for major breakdowns.
8. Ensure media scanning, organize alerts and obtain feedback from Districts on action taken.
9. Conduct field visits to monitor and assess data quality.
10. To carry out all IHIP-IDSP related activities in the State.
11. To assist State Surveillance Officer, State Epidemiologists and other officials in carrying out IDSP activities.
12. Any other work assigned by SSO.

STATE DATA ENTRY OPERATOR

The main assignment would be to compile weekly outbreak and EWS reports and to assist the state officials - SSO, SE&SDM in carrying out the IDSP related activities. S/he will also require contribute towards compilation of annual reports.

Qualifications & Experience:

Graduate with at least 1 year Diploma in Computer Applications.

Age:

Below 40 years

Remuneration:

As per the State NHM norms & HR policy.

Job Responsibilities:

1. To assist State Surveillance Officer, State Epidemiologist, State Data Manager and other officials in carrying out the IDSP related activities.
2. Weekly compilation of EWSs and Outbreak reported by the Districts
3. Assist State Data Manager in compiling Periodic and Annual Report
4. Assist State Data Manager in conducting Video Conferencing & Data Transference
5. Carry out IHIP-IDSP related activities in the State
6. Any other Administrative office work as and when assigned by SSO.

CONSULTANT TRAINING

The main objective of the assignment is to review training plans, organize and coordinate trainings for various categories of personnel and maintain a compendium of trained personnel. S/he will also be required to follow up on the expenditure incurred during various trainings. S/He will function with close coordination with training cell of SPMU.

Qualification & Experience:

Post Graduate in Medical field preferably in Public Health/epidemiology with minimum 5 years of experience.

Age: 45 years or below (in exceptional cases age up to 60 years may be considered)

Remuneration:

As per the State NHM norms & HR policy.

Job Responsibilities:

1. To Maintain the Records of Human Resources posted at SSU and DSU Unit.
2. Identifying institutes for training of various categories of personnel based on selection criteria.
3. Collate and review training plans for all districts in the state.
4. Organize, coordinate & monitor training of state/district/sub-district staff under IDSP.
5. Identify emerging training needs at the state/district and below and revise training calendars accordingly.
6. Organize dissemination of training manuals and materials for training courses.
7. Monitor training activities at the state level and districts.
8. Monitor expenditure incurred on training and related activities.
9. Assist in organizing independent evaluation of training and its outcome.
10. Maintain a compendium of participants trained in various training programmers.
11. Carry out IHIP-IDSP related activities in the State.
12. Any other work assigned by SSO.

STATE MICROBIOLOGIST

The main objectives of the assignment are to provide technical support to State/ District Public Health Laboratories (DPHL) being strengthened under IDSP, integration of existing VBDCP laboratories with DPHL and provide oversight for lower level laboratories. S/he will also liaise with medical college, private and other related sectors on issues related to laboratory diagnosis of outbreak prone diseases and ensure that laboratory investigations are promptly undertaken when diseases of public health importance are

reported/ suspected.S/he will impart training to laboratory technicians and implement internal and external quality assurance.

Qualification:

Medical Graduate with Post Graduate Degree/Diploma (preferably in Microbiology, Virology, Pathology and other lab sciences)

Or

Medical Graduate with 2 years' experience in clinical laboratory sciences

Or

M.Sc. in Medical Microbiology with one year experience in clinical laboratory services

Experience:

i) Minimum 2 years relevant experience in Medical Microbiology.

ii) Experience of working in public health systems, implementation of laboratory quality assurance systems, assessing and organizing training programs and proven ability for planning and undertaking operational research would be desirable.

Age:

45 years or below (in exceptional cases age up to 60 years may be considered)

Remuneration:

As per the State NHM norms & HR policy.

Job responsibilities:

1. Facilitate capacity building of laboratory technicians (LT) by periodically assessing the training needs and organize relevant training programs with support from local medical colleges/ SRL.
2. Guide technicians for laboratory investigations of diseases of Public Health importance with special reference to diseases under IDSP.
3. Ensure implementation of Standard Operating Procedures (SOP) for laboratory techniques developed by IDSP
4. Ensure implementation of guidelines for Biomedical Waste Management based on existing rules.
5. Ensure timely submission of monthly status report by DPHL on laboratory tests carried out to SSO and CSU.
6. Ensure timely submission of quarterly report by SRL on number of outbreaks where samples were received from designated districts and tested to SSU and CSU.
7. Participate in outbreak investigations as member of Rapid Response Team
8. Carry out Internal Quality Assurance of laboratories and monitor implementation of External Quality Assurance.
9. Assist in procurement of laboratory equipment and consumable items for laboratories

10. Coordinate with medical college laboratories and private laboratories in the state participating in disease surveillance
11. Provide support for sample collection and transport of specimens from DPHL, Medical College Laboratories and Private Laboratories to State, Regional, National level laboratories.
12. Make supervisory visit to the laboratories to review the progress of project activity.
13. Organize regular meetings of district microbiologists and various stake holders involved in laboratory strengthening at the state.
14. Organize baseline assessments of district/ sub-districts hospital laboratories; prepare a consolidated report for state level action for laboratories identified to be strengthened and timely submission of the same to CSU
15. To participate in video conferencing with CSU and DSU.
16. Support state surveillance unit in other works related to effective implementation of IDSP
17. To carry out all IHIP-IDSP related activities in the State.
18. Any other work assigned by SSO as and when.

STATE ENTOMOLOGIST

The main objectives of the assignment are to provide technical support to State/ District RRTs in Vector related issues and undertake Entomological Surveillance. S/he would also undertake regular field visits to monitor and evaluate the timeliness and quality of vector control measures, and support the preparation and implementation of integrated vector management plans and monitor District action plan for control of vector borne diseases.

Qualification:

M. Sc. (Zoology) with entomology as one of the subjects and must have computer knowledge of MS Office.

Experience:

Minimum 1 year experience in Vector Borne Disease Control.

Age:

45 years or below (in exceptional cases age upto 60 years may be considered)

Remuneration:

As per the State NHM norms & HR policy.

Job Responsibilities:

1. Provide technical support to State/ District RRTs in Vector related issues.
2. Undertake Entomological Surveillance, Monitoring & Evaluation, Bionomics and susceptibility to insecticides of vectors of vector borne diseases.
3. Undertake entomological investigations including susceptibility tests, fauna studies etc.

4. Support the preparation and implementation of integrated vector management plans
5. As a member of State RRT, be a part of outbreak investigation as and when required.
6. Undertake regular field visits as per the schedule of NVBDCP to monitor and evaluate the timeliness and quality of vector control measures such as Indoor Residual Spray, LLIN (Long lasting insecticidal nets) and distribution of larvivorous fish.
7. Liaise with block medical officers and malaria inspectors to ensure timely implementation of vector control operations.
8. Liase with District VBD Consultant to monitor vector density and generate EWS for predicting the impending outbreaks.
9. Support preparation, implementation and monitoring of district action plan for control of vector borne diseases.
10. Training of State VBD team for the implementation of vector control mechanism.
11. Training of District VBD team in Coordination with NVBDCP and training manager.
12. Surveillance of vectors of diseases other than mosquitoes borne diseases in coordination with the NVBDCP Staff.
13. Organize locally relevant behavior change communication initiatives to improve household behaviors towards vector borne diseases control.
14. To carry out all IHIP-IDSP related activities in the State.
15. Any other work assigned by SSO as and when.

CONSULTANT FINANCE

The main objective of the assignment will be to review audited accounts, SOEs& Utilization Certificates and monitor expenditure incurred and coordinate with NHM Finance for booking and audit of state and district level expenditure.

Qualification & Experience: Commerce Graduate with minimum 2 yrs. experience in financial management

Or

M.Com/MBA (Finance)

Age:- 45 years or below (in exceptional cases age up to 60 years may be considered)

Remuneration:

As per the State NHM norms & HR policy.

Job Responsibilities:

1. Monitor expenditure incurred by districts under IDSP.

2. Preparation and compilation of District & State level PIP.
3. Obtain & review of audited accounts, SOEs& Utilization Certificates through NHM.
4. Coordinate with NHM Finance for booking and audit of state and district level expenditure.
5. Organizing training for district account manager & data manager.

VETERINARY CONSULTANT

The main objective of the assignment will to collect and consolidate data on zoonotic diseases, analysis & interpretation of this data and feedback to DSU's. S/he may also require to investigate & confirm the outbreaks and take necessary action.

Qualification & Experience

Eligibility Criteria:

- i. A post graduate Veterinary degree in Veterinary Public Health / Veterinary Epidemiology / Veterinary Medicine / Veterinary Microbiology / Veterinary Pathology.
- ii. Three years' experience in Veterinary Public Health / Veterinary Epidemiology / Animal Health.
- iii. Registration in the Veterinary Council of India / State Veterinary Council under Indian Veterinary Council Act. 1984.

OR

- i. A bachelor's Degree in veterinary Science and Animal husbandry as listed in the First & Second Schedule of the Indian Veterinary Council Act, 1984.
- ii. Five years' experience in Veterinary Public Health or Veterinary Epidemiology or Animal Health.
- iii. Registration in the Veterinary Council of India or State Veterinary Council under Indian Veterinary Council Act, 1984.

Desirable:

- Broad Knowledge and understanding of animal disease surveillance system, epidemiology including diseases of Public Health importance.
- Excellent skills in data analysis in field epidemiology.
- Excellent analytical, oral and written communication skills.
- Willing to travel extensively within state.
- Proficient in computer application (MS-Word, Excel and Power Point)

Age: Not more than 65 years (In case of retired Govt. Servants as per DOPT guidelines)

Remuneration:

As per the State NHM norms & HR policy.

Job Responsibilities:

1. Establishment of Intersect oral coordination with department of Animal Husbandry / Agriculture / Wild life/ Urban Development, Rural Development and other sectors.

2. To look at the data from NADRS and NADRES and match the data with IDSP data to bring them on one platform.
3. Coordinate regular meetings of key strategic stake holders and assist inter sectoral Coordination for effective IDSP implementation.
4. Organize and monitor timely collection, compilation and analysis of surveillance data from districts.
5. Regular visits for monitoring the IDSP implementation in the districts.
6. Supervising, monitoring and training state and district officers and liaison with them.
7. Initiate & guide outbreak investigations promptly following standard operating procedures.
8. Support effective operational investigation of disease control efforts based on surveillance data.
9. Quarterly performance report to be prepared for appraisal.
10. Performing other duties as required.
11. To carry out all IHIP-IDSP related activities in the State.
12. Any other work assigned by SSO as and when.

DISTRICT level

DISTRICT EPIDEMIOLOGIST (DIST. H.Q.)

The main objective of the assignment is to provide technical support to District Surveillance Officers to implement IDSP and ensure operational continuity for the program. S/he will provide oversight for data collation, reporting, analysis and local action including outbreak investigation and also liaise with other departments that have relevance to disease surveillance (Animal Husbandry, Women and Child Welfare, Panchayat Raj etc.) and Organize activities to strengthen partnerships with Medical Colleges, NGO sector & Private sector in disease surveillance and control of diseases.

Qualification & Experience:

Medical Graduate with Post Graduate Degree/Diploma in Preventive and Social Medicine / Public Health or Epidemiology (such as MD, MPH, DPH, MAE etc.)

Or

Any Medical Graduate with 2 years' experience in Public Health

Or

M.Sc. in Life Sciences with 2 years MPH (Masters in Public Health).

Or

M.Sc. (Epidemiology) with 2 years' experience in Public Health.

Remuneration:

As per the State NHM norms & HR policy.

Job Responsibilities:

1. Monitor timely collection and compilation of data from all reporting units and blocks.
2. Analyse surveillance data and prepare weekly IDSP alert and forecast along with appropriate feedback.
3. Prepare and send relevant monthly summaries of the disease situation to the state surveillance unit, block and other concerned stakeholders like Animal husbandry, FSSAI etc.
4. Identify outbreaks and verify media alerts/EWSs of diseases targeted In IDSP in the district using threshold values.
5. Initiate outbreak investigations promptly following the standard operating guidelines of IDSP
6. As a member of District RRT, be a part of outbreak investigation as and when required.
7. Ensure timely submission of FIR (First Information Report) and detailed Outbreak Report to SSU and CSU.
8. Coordinate involvement of Medical Colleges, Private Sector, Community and Media in surveillance activities
9. Organize, coordinate & monitor trainings under IDSP in the district.

10. Identify emerging training needs at the district and revise training calendars accordingly.
11. Assist SSU in organizing independent evaluation studies under IDSP and its outcome
12. Supervise District Data Managers and Data Entry Operators appointed under IDSP to ensure timely submission of quality information required in relation to data.
13. To participate in video conferencing with CSU and SSU.
14. To assist DSO in conducting regular meetings of District Surveillance Committee and meeting for intersectoral coordination between various stakeholders aimed at effective IDSP implementation.
15. Make supervisory visits to reporting units to monitor implementation of programme activity
16. Support district surveillance officers in carrying out other works related to effective implementation of IDSP.
17. Coordinate with medical college hospitals and private health facility in the district participating in disease surveillance
18. To carry out all IHIP-IDSP related activities in the District i.e. Conduct IHIP trainings, data monitoring, etc.
19. Any other work assigned by DSO as and when.

DISTRICT MICROBIOLOGIST

The main objectives of the assignment are to provide technical support to District Public Health Laboratories being strengthened under Integrated Disease Surveillance Programme, as well as providing oversight for lower level laboratories, ensuring that laboratory investigations are promptly undertaken when diseases of public health importance are reported/ suspected. S/he will liaise with medical colleges, private and other related sectors on issues related to laboratory diagnosis of outbreak prone diseases

Qualification:

Medical Graduate with Post Graduate Degree/Diploma (preferably in Microbiology, Virology, Pathology and other lab sciences)

Or

Medical Graduate with 2 years' experience in laboratory sciences

Or

M.Sc. in Medical Microbiology

Experience:

- i) Minimum 2 years relevant experience in Medical Microbiology.
- ii) Experience of working in public health systems, implementation of laboratory quality assurance systems, assessing and organizing training programs and proven ability for planning and undertaking operational research would be desirable.

Age:

45 years or below (in exceptional cases age upto 60 years may be considered)

Remuneration:

As per the State NHM norms & HR policy.

Job Responsibilities:

1. Facilitate capacity building of laboratory technicians (LT) by periodically assessing the training needs.
2. Perform all laboratory investigations of diseases of Public Health importance with special reference to diseases under IDSP.
3. Guide technicians for laboratory investigations of diseases of Public Health importance with special reference to diseases under IDSP.
4. Ensure implementation of Standard Operating Procedures (SOP) for laboratory techniques developed by IDSP
5. Ensure implementation of guidelines for Biomedical Waste Management based on existing rules.
6. Prepare and submit monthly status report of DPHL on laboratory tests carried out to SSU and CSU.
7. Participate in outbreak investigations as member of Rapid Response Team
8. Implementation of Internal Quality Assurance of laboratories and ensure participation in External Quality Assurance Programme.
9. Assist in procurement of laboratory consumable items and maintenance of laboratory equipment including calibration of equipment like micropipettes.
10. Coordinate with medical college laboratories and private laboratories in the district participating in disease surveillance
11. Coordinate sample collection and transport of specimens from DPHL, Medical College Laboratories and Private Laboratories to State, Regional, National level laboratories.
12. Support district surveillance unit in other works related to effective implementation of IDSP
13. To carry out all IHIP-IDSP related activities in the District.
14. Any other work assigned by DSO.

DISTRICT DATA MANAGERS

The main objective of the assignment would be to collect, compile and analyze data from districts and to conduct field visits to monitor and assess data quality. S/he will also coordinate with NHM Finance for booking and audit of district level expenditure under IDSP and contribute in preparation of periodic and annual reports.

Qualifications & Experience:

Post Graduate Qualification in Computer Science with minimum 1 years' experience.

or BE in IT/ Electronics

Preference will be given to those who have worked in health or social sector

Age:

Below 40 years.

Remuneration:

As per the State NHM norms & HR policy.

Job Responsibilities:

1. Ensure timely collection and compilation of data from all Reporting Units including Medical Colleges and Blocks.
2. Analyse S, P, L data for time/ place in spread sheet for identifying rising trend of disease/early warning signals. Preparation of weekly IDSP alert and forecast thereof
3. Supervise functioning of IDSP portal.
4. To ensure and coordinate block level data entry under IDSP through BPMU.
5. To assist District Surveillance Officer, District Epidemiologist and other officials in carrying out the IDSP activities
6. Supervise functioning of District Data Entry operators
7. Preparation of periodic and annual reports required under the supervision of District Surveillance Officer and District Epidemiologist
8. Familiarise and operate VC equipment, organise and participate in weekly VC with CSU and SSU, undertake preventive maintenance and troubleshooting for small problems and co-ordinate with service providers for major breakdowns.
9. Supervise and maintain network connection for video conferencing and data transference.
10. Conduct field visits to monitor and assess data quality.
11. Monitor expenditure incurred by the district under IDSP
12. Preparation of District level PIP.
13. Coordinate with NHM Finance for booking and audit of district level expenditure under IDSP.
14. Obtain audited accounts, SOEs & Utilization Certificates through NHM and share with SSU.
15. To carry out all IHIP-IDSP related activities in the District i.e. RU wise facility mapping and distribution of user id password
16. Any other work assigned by DSO

District Data Entry Operators

The main assignment would be to compile weekly outbreak and EWS reports and to assist the District officials - DSO, DE & DDM in carrying out the IDSP related activities.

Qualifications & Experience:

Graduate with at least 1 year Diploma in Computer Applications

Age:

Below 40 years.

Remuneration:

As per the State NHM norms & HR policy.

Job Responsibilities:

1. To assist District Surveillance Officer, District Epidemiologist, District Data Manager and other officials in carrying out the IDSP related activities.
2. Data Entry of S, P and L forms received from Reporting Units regularly in IDSP portal.
3. Weekly compilation and entry of EWSs and Outbreak reported by Reporting Units.
4. Assist District Data Manager in compiling Periodic and Annual Report
5. Assist District Data Manager in conducting Video Conferencing & Data Transference
6. To carry out IHIP-IDSP related activities in the District
7. Any other Administrative office work as and when assigned by DSO.

MINIMUM PERFORMANCE BENCHMARK - Integrated Disease Surveillance Program (IDSP)

State Epidemiologist Performance Indicators	Benchmark
<ul style="list-style-type: none"> Final outbreak report to be submitted for at least 2 outbreaks reported in the quarter. In case, number of outbreaks reported in a quarter are ≤ 2, then for all outbreaks reported 	100%
<ul style="list-style-type: none"> Conduct at least 2 visits to different Districts in a quarter for monitoring / Outbreak investigation 	100%

State Microbiologist Performance Indicators	Benchmark
<ul style="list-style-type: none"> Conduct at least 2 visits to different District Hospital Labs and submit report (including DPHLs under IDSP) in a quarter 	100%
<ul style="list-style-type: none"> All outbreaks reported in a quarter, human samples must be sent to lab for confirmation (wherever applicable) 	75%

State Entomologist Performance Indicators	Benchmark
<ul style="list-style-type: none"> Ensure that all VBD outbreaks detected are investigated in coordination with NVBDCP 	100%
<ul style="list-style-type: none"> Conduct at least 2-3 entomological surveys in a quarter in coordination with NVBDCP 	100%

State Veterinary Consultant Performance Indicators	Benchmark
<ul style="list-style-type: none"> Conduct at least 3 visits to different Districts in a quarter for monitoring/ Outbreak investigation 	100%
<ul style="list-style-type: none"> Conduct at least 1 inter-sectoral coordination meetings with the Departments of Animal Husbandry/ Agriculture, Wildlife & other sector of the State 	100%

State Training Consultant Performance Indicators	Benchmark
<ul style="list-style-type: none"> At least 2 trainings monitored on site/ districts coordinated for training per month 	100%
<ul style="list-style-type: none"> Ensure quarterly up-dation and maintenance of Training Database of IDSP staff 	100%

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State Finance Consultant Performance Indicators	Benchmark
• Ensure that SoE and Audit reports are submitted to CSU every quarter after proper reconciliation	100%
• Submit annual Action taken for Audited reports of State	100%

State Data Manager Performance Indicators	Benchmark
• Reporting units reporting in IDSP portal for all three reporting formats (S, P & L)	75%
• Provide monthly/ weekly feedback to all districts on the analysed data	75%

District Epidemiologists Performance Indicators	Benchmark
• Final outbreak report to be submitted for at least 2 outbreaks reported in the quarter. In case, number of outbreaks reported in a quarter are ≤ 2 , then for all outbreaks reported	100%
• At least 2 different Blocks are visited in a quarter for monitoring/ Outbreak investigation and report submitted	100%

District Microbiologists Performance Indicators	Benchmark
• Ensure that sufficient number of tests are performed in the District Public Health Labs and the labs are optimally utilised (To be evaluated in a quarter)	10 -15% of total OPD
• Ensure that human samples are sent for Lab confirmation in during all outbreaks (wherever applicable)	75%

District Data Manager Performance Indicators	Benchmark
• Reporting units reporting in IDSP portal for all three reporting formats (S, P & L)	75%
• Provide monthly/ weekly feedback to all blocks/ facilities on the analysed data	75%