

GOVERNMENT OF ASSAM
HEALTH & FAMILY WELFARE DEPARTMENT
DISPUR, GUWAHATI-6
Block-D, Ground Floor, Assam Secretariat, Dispur

ORDERS BY THE GOVERNOR OF ASSAM

NOTIFICATION

No.HLA. 689279/26

Dated Dispur the 16th August 2025

Full immunization is a critical step in ensuring the overall health and well-being of children. As per the National Immunization Schedule (NIS) of India, children are to receive a series of vaccinations from birth up to 16 years of age, including BCG, Pentavalent, OPV, IPV, PCV, Rota, MR, DPT boosters, and JE vaccine in endemic areas.

Despite significant progress, some children still remain partially immunized at the time of school enrollment. Building upon the success of school-based COVID-19 vaccination drives, a convergence framework between the Department of Health & Family Welfare and the Departments of School Education and Women and Child Development is designed to achieve:

- Mandatory full immunization before Anganwadi/School admission, and
- Completion of pending vaccinations for children already enrolled in Anganwadi/Schools as the case may be.

As such, to ensure that all children entering the Anganwadi and school system are fully immunized according to the NIS, a structured mechanism is created for AWC and school-based identification and follow-up of children with incomplete immunization with the objective to institutionalize Anganwadi and school-health system convergence for long-term immunization monitoring and compliance.

The Government of Assam hereby formulate and implement the following Standard Operating Procedures (SoP) and guidelines to ensure Full Immunization prior to Anganwadi and School admission and completion of pending vaccinations for enrolled children.

Key Components of the Framework:

1. Pre-admission Immunization Check at AWC and School:

Action: At the time of school admission/enrollment in AWC (especially Playgroup, Pre-primary, or Class I), parents must present the child's immunization record (MCP card/ U- WIN certificate Digital or hard copy).

Verification: Headmasters or designated school staff/ Anganwadi Supervisors/AWC staff will verify the record against the available UWIN certificate/ MCP card.

Support: Health workers (ANMs/ASHA) will support Schools/AWCs with awareness and screening.

Parent Awareness: The Education Department will sensitize parents during Parent-Teacher Meetings about the importance of timely immunization and the need to retain immunization certificates for future reference.

2. School Health Register for Immunization at AWC and School:

Each school/AWC will maintain a Register of children's immunization status, updated at admission and periodically reviewed.

Data to include: Name, Age, UWIN ID, ABHA ID, Immunization Status (Fully/Partially/Not immunized), Missing Vaccines, name of Class teacher, ANM, ASHA worker, AWC worker.

3. Vaccination Sessions for already enrolled students at AWC and School

At Routine Immunisation Sessions:

- **Digital Certificate Distribution:** After vaccination, a digital copy of the U-WIN certificate of fully immunized children will be issued by the ANM and shared with the parents/guardians.
- **Certificate re-issue:** If the original certificate is lost, ANMs are authorized to re-issue a digital copy to the guardian upon request.

At Schools:

- i. **Identification: Head Master/ Class teacher** will identify the children with no UWIN/MCP certificates and also children with missed doses. The details of such children and the responsible ANMs, ASHA workers under whose jurisdiction the child was supposed to receive the immunization will be captured in the prescribed format Register. Headmasters will coordinate with local ANM/ASHA to identify children needing missed doses. Exercise to map the Schools with the Sub Centre/AAA will be done by the BPM & ANMs.
- ii. **Education Department:** The School authority/Nodal officer will prepare a line list of the children eligible for the due/missed vaccines (DPT/Td10/Td16) and convey the dates of sessions to the Health Department and the Parents by mid-April each year. For Td10 & Td16, every eligible School must plan a session.
- iii. **Scheduling:** School-based immunization camps under SHIP-Assam

(School Health Immunization Program - Assam) will be conducted starting from 1st June every year.

- iv. **Follow-up Round:** Between September to December to cover children missed during the first round.
- v. **Facility Arrangements:** The Education Department will provide an appropriate space for immunization sessions.
- vi. **Private Schools:** Expected to comply fully without exception.
- vii. **RBSK Officer Assignment:** RBSK Medical Officers as per cluster of schools build trust among students and school administration.
- viii. **Documentation:** Entries will be updated in the MCP Card and school health register, maintained in Classes for the age group 6 yrs, 10 yrs & 16 yrs.

At Anganwadi Centre:

- i. **AWC workers** will identify the children with no UWIN/MCP certificates and also children with missed doses. The details of such children and the responsible ANMs, ASHA workers under whose jurisdiction the child was supposed to receive the immunization will be captured in the prescribed format Register.
- ii. **The AWC worker will** coordinate with local ANM/ASHA to immunise children needing missed doses. Exercise to map the AWCs with the SC will be done by the BPM & ANMs.
- iii. **Planning:** The AWC will prepare a line list of the children eligible for the due/missed vaccines and convey the dates of sessions to the ANMs and the Parents. - **Scheduling:** AWC-based immunization camps under SHIP-Assam (School Health Immunization Program - Assam) will be conducted regularly over above the RI sessions in the AWCs.
- iv. **Facility Arrangements:** The AWC worker will provide an appropriate space for immunization sessions.

4. Coordination & Oversight:

- i. DTFI, BTFI & UTFI (including Education, Health, and Anganwadi officials) will oversee convergence.
- ii. The District Task Force on Immunization (DTFI) will provide leadership guidance and also keep oversight of the school health immunization program. **The District Commissioner/ADC -Health/CDC** will conduct meeting with all members of DTFI in which BEEO, DIO, BPHC in-charge, District Officer of WC & D Deptt, CDPO, BPM along with DPMU will explain the SOP. The objective, key components of framework, key

implementation principles, roles and responsibilities and expected outcomes will be discussed in details.

- iii. DTFI will be followed by BTFI meeting at each block wherein the block level activities will be listed with responsible person to undertake the same.
- iv. Monthly coordination meetings to review progress and challenges.
- v. IEC campaigns in schools to sensitize parents.

Key Implementation Principles

****Immunization should be promoted as a public health measure****

- i. Immunization status verification should be conducted sensitively and confidentially.
- ii. The U-WIN certificate will be provided to the parents or guardian free of cost. The ANM will share the digital UWIN certificate with the parents or guardian after Full Immunization Completion (FIC). In case the certificate is lost, the ANM will share the digital certificate again with the parents or guardian, free of cost.
- iii. Children found to be partially immunized or unimmunized should be immediately referred to local health authorities for vaccination, with follow-up by the school.
- iv. School admission must not be denied to any child due to absence of immunization or immunization records (MCP card/ U- WIN certificate). However, importance of immunization and consequences of missing immunization shall be discussed in Parents-Teachers meeting.

Roles and Responsibilities:

SI No	Action point	Responsible person	Department
1	Initiation of orientation meeting (DTFI,BTFI)	DC/ADC (H)/CDC, DIO, DPM, BPHC in-charge, BPM, ABPM, BEE0,CDPO.	Health department, School Education department & W & CD Department
2	Mapping of educational institutions & AWC under BPHC and SC.	Head of the School, ANM, BPM, ABPM, BEE0, CDPO.	Health department, School Education department& W & CD Department
3	Record verification, coordination with health team, parent engagement	Admission desk, teachers, Anganwadi Workers & Supervisors.	School Education Department & W & CD Department.
4	Community mobilization,	CDPO/Anganwadi	WCD &Health

	monitoring pre-school immunization at all AWC	Functionaries, AWW, ASHA, ANM	department
5	Present immunization records (MCP card/ U- WIN certificate), ensure completion of missed vaccines.	Parents/Guardians	
6	Supervision, meetings, enforcement.	review policy DC/ADC (H)DIO, DPM, BPM, ABPM	Health department and Education department

Expected Outcomes:

- Increased coverage of fully immunized children entering the school system.
- Reduction in dropouts or delays in childhood immunization.
- Sustainable model for school-health collaboration for child health programs.

Timeline for Implementation:

Phase	Activity	Timeline(2025)
Phase 1	Orientation & convergence meetings at the State/district/block level	September 25
Phase 2	Setup of immunization verification system in schools, Education Department to plan and convey session dates to Health Department	September 25
Phase 3	First round of SHIP-Assam immunization sessions	September 25 – October 25
Phase 4	Follow-up catch-up immunization drives	December 25 January 26
Phase 5	Review, feedback, and ongoing monitoring	February 26 onwards

Action Points:

Sl. No.	Action Point	Responsible Authority	Timeline
1	Circulate the SoP to all districts and blocks	DHS-FW	August 2025
2	Conduct joint orientation meetings for school and health officials	DIOs, DEEOs & DSWO under leadership of ADC (H)	August 2025
3	Develop and distribute IEC materials for use in PTMs and school campaigns	NHM Communications Cell	September 2025
	Implement U-WIN digital certificate		September

4	issuance in schools post sessions	DIOs, ANMs	2025
5	Conduct monthly review meetings under DTFI to monitor SHIP implementation	DC/ADC Health/CDC	From August 2025
6	Plan and monitor Td10 & Td16 sessions in all eligible schools	BEE0, BPHC In-Charge, BPM	From September 2025

This notification comes to force with immediate effect.

Digitally signed by
PATIBANDLA ASHOK BABU
Date: 16-08-2025
18:34:35

Commissioner and Secretary to the Govt. of
Assam.
Health & Family Welfare Department

No.HLA. 689279/26-A

Dated Dispur the 16th August 2025

Copy to:

1. The Principal Secretary, WCD department, Assam, Guwahati-6.
2. The Secretary to the Govt. of Assam, Education Department, Assam, Guwahati. With a request for wide circulation to all Schools in Assam in public and private sectors.
3. The Mission Director, SSA, Assam.
4. The Mission Director, National Health Mission, Assam.
5. The Principal Secretary, Autonomous Council, B.T.R./DimaHasao/K.A.A.C.
6. The District Commissioner, all Districts of Assam.
7. The PPS to Hon'ble Chief Minister, Assam.
8. The Staff Officer to the Chief Secretary, Assam, Dispur, Guwahati-6.
9. The Co-District Commissioner, all co-districts of Assam.
10. The Director of Health Services, Assam, for information and necessary action.
11. The Director of Health Services (FW), Assam, for information and necessary action.
12. The Director, Anganwadi Services, Women & Child Development

department, Assam, Guwahati.

13. The PS to Hon'ble Minister, Health & FW Department, Govt of Assam.
14. The PS to Hon'ble Minister, Education Department, Govt of Assam.
15. The PS to Hon'ble Minister, WCD Department, Govt of Assam.
16. The PS to Commissioner and Secretary to the Govt. of Assam, H& FW Department. Guwahati.
17. The PS to Commissioner and Secretary to the Govt. of Assam, MER Department. Guwahati.
18. The Joint Director of Health Services (all districts) for information and necessary action.
19. The Addl. Chief Medical & Health Officer (all districts) for information and necessary action.
20. All Superintendent/ Deputy Superintendents (all District Hospitals/ Civil Hospitals/ Sub-Divisional Civil Hospitals of Assam, for information and necessary action.
21. All concerned.
22. Official website.
23. Office copy.

By order etc.

Digitally signed by
Panchami Choudhury
Date: 16-08-2025

Joint Secretary to the Govt. of Assam.
Health & Family Welfare Department

Annex: Summary of National Immunization Schedule (0–16 years)

Age	Vaccines
At birth	BCG, OPV-0, Hepatitis B
6, 10, 14 weeks	Pentavalent 1, 2, 3; OPV 1, 2, 3; fIPV 1 & 2; Rota 1,2,3; PCV 1, 2
9–12 months	Measles-Rubella (MR1); JE-1; fIPV-3; PCV-3; Vitamin A
16–24 months	MR-2; DPT booster 1; OPV booster; JE-2; Vitamin A
5–6 years	DPT Booster 2
10 years	Td
16 years	Td