Ministry of Health & Family Welfare

National health Mission

Format for uploading of Documents/Material on NHM Website (nhm.gov.in) **Date:-**

S.no	Item	Required details to display the content/s on NHM website
1.	Document title to be displayed on website	
2.	Name of Division/Autonomous Body (Contact n o . & E-mail-id)	
3.	Validity (document may be deleted after mentioned date/month to avoid bulky site)	
4.	Name & mobile no. of person to contact for any query during uploading (consultant etc.)	
5.	Path where the document needs to be uploaded. **Also mention new update or replace/delete existing file/folder (mandatory)** (Sample path mentioned below*) Provide Brief description as well.	1) 2) Description-
6.	Section of Website, where it is to be highlighted **(if required).** (Provide brief path as well, Also mention replace or new tab)-	NHM Home page photos/Updates/In Focus/Important Links/Success story/Media Gallery Path/Description-
7.	Remarks (any additional details)	

Contents Checked by (US/DS/Nodal officer)

Signature: Email-id

Name of Nodal Officer and Designation: Contact No:

Contents Approved by (DC/Director)

Signature: Name: Email-id:

Designation: DC/Director Contact No:

Sample path-(Check on nhm.gov.in)

1) Path :- Under NHM > NUHM > NUHM Orders/letters > ***(New folder)-"****D.O. Letter from JS(UH) regarding the implementation of Swacchata Pakhwada in Urban Areas 2018".*

*2) Path- NHM Home page >Monitoring>Mission Steering Group (MSG****)> (New folder****) Minutes of the Meeting of 5th MSG.*

*3) Path :-: Under NHM COMPONENTS> RMNCH+A >Maternal Health > Guideline>****(delete folder)*** *>LaQshya- Labour Room Quality Improvement Initiative*

4) Path :- -NHM Home> In Focus> ***(Replace)*** *National Deworming day Feb 2018 >* ***(with)*** *National Deworming day Aug 2018*

Kindly check & ensure that contents have been uploaded at the relevant section of the website after upload.

Email- healthmission@nic.in, Contact 011-23062413

Send the content at-least 2 days prior to upload