

# Health Zonal Offices

## AHMEDABAD MUNICIPAL CORPORATION

*Pro Active Discloser under the Right to Information Act - 2005*

Information of update :- date : 05/02/2010

### **1. Particular of organization function and duties :**

#### **(A) Conservancy cell :**

- (1) Daily Safai of streets & Main Roads
- (2) Cleaning of Nuisance spot & Public Toilet
- (3) Chlorination test in Field
- (4) Collection of Water sample in field & send to Central Laboratory
- (5) Notice to the Nuisance creators & not maintaining hygienic condition in Hotels & Restaurants other trades and prosecution under B.P.M.C. Act.
- (6) Collection of Administration Charges
- (7) Health education to shopkeepers, Hotel-Restaurants & Slum dwellers

#### **(B) Epidemic cell :**

- (1) Survey with Link workers & SSI
- (2) Distribution of drugs, chlorine tablets, ORS packets etc
- (3) As per requirements providing facility of Mobile Dispensary
- (4) Collection water samples & Chlorine test
- (5) Distribution of Health pamphlets

#### **(C) Urban Health Center :**

- (1) Outdoor patient
- (2) Family planning
- (3) ANC, PNC
- (4) Health education
- (5) National program RNTCP, EPI, NVBDCP etc.
- (6) Immunization

#### **(D) Malaria :**

- (1) Survey of Houses for breeding sites
- (2) Indoor-Outdoor Destruction of breeding sites
- (3) Fogging
- (4) Ant larval measures : MLO, Bactericides
- (5) Collection of Blood smear

#### **(E) Birth & Death :**

- (1) Registration of Births & Deaths
- (2) Issue of birth & Death certificates

(3) Immunization

**2. Powers & Duties of officers / employees :**

<b>Sr. No.</b>	<b>Officers / Employee</b>	<b>Duties</b>
1	Dy. H. O.	In charge Officer of all Health Activities in the Zone. Water & Food Sanitation, Conservancy Services, Epidemic Condition, National Health Programmes implementations, Health Licenses under B.P.M.C. & P.F.A. Act for Food and Non-Food Trades in the Zone as per powers delegated to them.
2	A.H.O.	Supervision of all Health Activities in the Zone. Medical, Conservancy, Sanitation, Epidemic Control, National Health Programmes in the zone as per powers delegated to them.
3	Sanitary Superintendent	Supervision and Implementation of Conservancy and Sanitation in the zone. Actions under B.P.M.C. Act, Epidemic Control Activities,
4	Public Health Supervisor	Supervision and Implementation of Conservancy and Sanitation in the ward. Actions under B.P.M.C. Act, Sanitary notices, Epidemic Control Activities, Health Licenses under B.P.M.C. Act. as per powers delegated to them.
5	Sanitary Inspector	Inspection and Implementation of Conservancy and Sanitation in the ward. Actions under B.P.M.C. Act, Sanitary notices, Epidemic Control Activities, Health Licenses under B.P.M.C. Act. Legal Actions under B.P.M.C Act & P.F.A. Act for Food and Non-Food Trades as per powers delegated to them.
6	Sanitary Sub Inspector	Implementation of Conservancy and Sanitation in the ward. Actions under B.P.M.C. Act, Sanitary notices, Epidemic Control Activities, as per powers delegated to them.

**3. Procedure followed for decision making :** As per the B.P.M.C. Act 1949

**4. Norms set for discharge of function :** As per the B.P.M.C. Act 1949

**5. Rules/regulation/instruction/manuals/records to be followed by Employees of Health Department :** As per the B.P.M.C. Act 1949

## **6. Categories of documents:**

<b>Sr. No.</b>	<b>Register</b>	<b>Sr. No.</b>	<b>Register</b>
1	Inward Register	15	Dead Stock Register
2	Outward Register (Sanitary)	16	Issue Register (Safai Kamdar)
3	Outward Register (Conservancy – Safai Kamdar)	17	Expense Book (conservancy/ kantijancy)
4	Chlorine Test Register	18	Safai Kamdar attendant Register
5	Water sample Register	19	License inward Register
6	Epidemic Register	20	License outward Register
7	Movement Register	21	I Card & Health book Issue Register
8	Public Grievance Register	22	Water Storage tank Safai notice Register
9	License/Without License B.P.M.C. Act Complaint Register (S.I.)	23	Muni. councilor & MLA compliance Register
10	14(3)E.F.G. Complaint Register (S.S.I.)	24	Right to information Act Register
11	Vehicle Register (A.M.C.)	25	Information Register
12	Vehicle Register (Private)	26	Daily Report Register
13	Safai Karmchari fine Register	27	License Demand Register
14	Safai Kamdar Casual Register		

## **7. Arrangement for citizen consultations :**

- ◆ DYHO, AHO, SS, PHS, SI, & SSI Moved in field for supervision, monitoring of conservancy system & health of citizens as well as for citizen consultations.
- ◆ DYHO & AHO Allotted time for citizen consultation in afternoon.
- ◆ Yearly arrangement of "**Lok Darbar**".

## **8. Details of committees :**

Health and Solid waste management committee  
standing committee  
Municipal Board

**9. Directory of officers and employees :**

No	Nsme	desig.	Phone	Zone/Ward
1	Dr.Divyang p. Oza	Dy.H.O.	27551292 / 32981224	Dr.Ramanbhai patel bhavan Health Dept. Usmanpura cross road, Usmanpura ,Ahmedabad.
2	Dr.Bharat Bodat	A.H.O.	27551292 / 32981224	
3	Sureshbhai chaudhri	S.S.	27551292 / 32981224	
4	N.A. Pathan	s.s.i.	27551292 / 32981224	
5	Jakin P.Aacahrya	ssi	27551292 / 32981224	
6	Vijay Prajapti	A.s.s.i.	27551292 / 32981224	
7	Rajendra B. Bhatt	phs	26582520	paldi
8	Bhupendrabhai Raval	phs	32981337	vasna
9	J.K. Trivedi	phs	32981493	gandhigram
10	Harshadbhai Mehta	phs	26442309	navrangpura
11	Girishbhai Raval	phs	32981220	S.P. Stadiyam
12	Harishbhai Thakor	phs	32981218	Naranpura
13	Rameshbhai Dave	phs	32981219	Navavadaj
14	Ganpatbhai Makwana	phs	32981225	Junavadaj
15	Arunbhai H.Suthar	phs	27518011	Sabarmti
16	I/c kalpeshbahi mahskar	phs	27502907	Motera
17	Mahendrabhai Shrimali	phs	23290266	Chandkheda

**10. Monthly remuneration received by officers and employees :**

<b>Sr.No.</b>	<b>Designation</b>	<b>Grade</b>
1	Dy. H. O.	15600 - 39100
2	A.H.O.	7300 - 34800
3	Sanitary Superintendent	9300 - 34800
4	Public Health Supervisor	9300 - 34800
5	Sanitary Inspector	5200 - 20200
6	Sanitary Sub Inspector	5200 - 20200

**11. Manner of execution of subsidy programs :**

A.M.C. provide Rs.10/- per house per month to Resident Welfare Association for Door to Door collection of garbage.

- Cleanning of Streets & roads of city : Rs.2,00,00,000/-
- Collection of garbage : Rs.3,50,00,000/-

**12. Concession details :** Not applicable

**13. Details of materials in electronic form held by the office :**

collection and compilation of daily activity reports made available from different wards of west zone.  
website: <http://www.egovamc.com>

**14. Facilities of libraries available to citizens :** Not Applicable

**15. Details of PIO:**

**West Zone-** Dr. Divyang p. oza - Dy. H. O. - Mobile No. 9327038848

**17. Other :**

