

અમદાવાદ મ્યુનિસિપલ કોર્પોરેશન
મહાનગર સેવા સદન
હેલ્થ(ઉત્તર પશ્ચિમ ઝોન)



રાજમાતા વિજયા રાજે સિંધિયા ભવન
જજીસ બંગલો પાસે, બોડકદેવ
અમદાવાદ,

તા.૨૨/૦૮/૨૦૨૨

એનેક્ષર - એ

(આર.ટી.આઈ.સરક્યુલર નંબર - ૦૧, વર્ષ ૨૦૨૨ - ૨૩ નું બીડાણ)

પ્રમાણપત્ર

આથી પ્રમાણીત કરવામાં આવે છે કે, મારી વડી કચેરી (પ્રોપર) તથા મારા વહીવટ કાર્યક્ષેત્ર ના આ સાથેની યાદી મુજબ ના જાહેર સત્તા મંડળો દ્વારા માહિતી અધિકાર અધિનિયમની કલમ ૪ અંતર્ગત સ્વયં જાહેર કરવાની બાબતો(પ્રોએક્ટીવ ડીસક્લોઝર) (પી.એ.ડી.)તૈયાર કરવામાં આવી છે અને તા.૨૨/૦૮/૨૦૨૨ ની સ્થિતિ એ તે અધ્યતન કરવામાં આવેલ છે.

તા.૨૨/૦૮/૨૦૨૨ની સ્થિતિ એ હવે કોઈ જાહેર સત્તા મંડળોના પ્રોએક્ટીવ ડીસક્લોઝર (પી.એ.ડી.) ઈન્સપેક્શન કમ ઓડીટ બાકી રહેલ નથી.

તા.૨૨/૦૮/૨૦૨૨

મુખ્ય મથક: ઉત્તર પશ્ચિમ ઝોનની હેલ્થ ઝોનલ કચેરી,

રાજમાતા વિજયારાજે સીંધીયા ભવન,

બીજો માળ, જજીસ બંગલો પાસે, બોડકદેવ,

અમદાવાદ.

હોદ્દો:ડે.હેલ્થ ઓફિસર (ઉત્તર પશ્ચિમ ઝોન)

કચેરીનું નામ: ઉત્તર પશ્ચિમ ઝોન, હેલ્થ વિભાગ, અ.મ્યુ.કો.

અમદાવાદ મ્યુનિસિપલ કોર્પોરેશન
મહાનગર સેવા સદન
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રાજમાતા વિજયા રાજે સિંધિયા ભવન
જજીસ બંગલો પાસે, બોડકદેવ
અમદાવાદ,

તા.૨૨/૦૮/૨૦૨૨

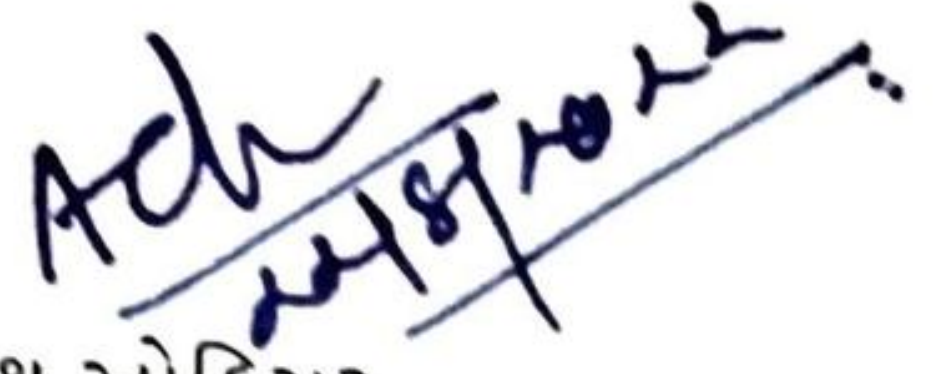
એનેક્ષર - બી

(આર.ટી.આઈ.સરકયુલર નંબર - ૦૧, વર્ષ ૨૦૨૨ - ૨૩ નું બીડાણ)

પ્રમાણપત્ર

આથી પ્રમાણીત કરવામાં આવે છે કે માહિતી અધિકાર અધિનિયમની કલમ ૪ અંતર્ગત સ્વયં જાહેર કરવાની બાબતો(પ્રોએક્ટીવ ડિસ્ક્લોઝર) (પી.એ.ડી.)મારા વિભાગ દ્વારા તૈયાર કરવામાં આવેલ છે અને તા.૨૨/૦૮/૨૦૨૨ની સ્થિતિ એ અમારી મંજૂરી મેળવી અધ્યતન કરવામાં આવેલ છે.

તા.૨૨/૦૮/૨૦૨૨


ડે.હેલ્થ ઓફિસર
ઉત્તર પશ્ચિમ ઝોન

Ahmedabad Municipal Corporation

Health Department

North West Zone

Dt.22/08/2022

-:Pro Active Disclosure :-

1. Particular of organization function and duties :

(A) Epidemic Cell:

1. Chlorination test in Field as routine check for water quality monitoring.
2. Collection of Water sample in field & sending it to central laboratory.
3. Notice to the not maintaining hygienic condition in Hotels & Restaurants and education and prosecution under B.P.M.C. Act.
4. Collection of Administration Charges
5. Health education to shopkeepers, Hotel-Restaurants & Slum dwellers.
6. Survey with Link workers, MPHWS & SSIs.
7. Distribution of Drugs, Chlorine tablets, ORS packets etc
8. As per requirements providing facility of Mobile Dispensary
9. Collection of Water sample & Chlorine test
10. Distribution of Health Education pamphlets

(B) Urban Health Centre :

1. Outdoor Patient Work.
2. Indoor Patient Work.
3. Family planning Work.
4. ANC, PNC Work.
5. Health Education of patients & city dwellers.
6. Implementation of National Health Programmes like RNTCP, EPI, NVBDCP etc.
7. Immunization work.
8. RCH out reach services by Link Workers and MPHWS.

(C) Malaria :

1. Survey of Houses for breeding sites, ID work , Peridomestic work.
2. Indoor - Outdoor Destruction of breeding sites
3. Intradomestic Fogging.
4. Anti larval measures with MLO, Bacticides, fishes, abate, etc.
5. Collection of Blood smear, CS,BS & provision of presumptive treatment & radical treatment
6. Checking of construction sites for breeding.

(D) Birth & Deaths:

1. Registration of Births & Deaths.
2. Issue of birth & Death certificates.
3. Immunization work.
4. Registration of marriages.
5. Maintenance of records of birth, death, and marriages registration & vaccination work.

2. Powers & Duties of Officers / Employees :

Sr. No.	Officers / Employee	
1	Dy. Health Officer	Over all supervision and monitoring of U.H.C. ,health of people & administration of epidemic condition in the zone and implementation of National health programme.
2	Asst. Health Officer	Over all supervision, monitoring & administration of Health of people & epidemic condition in the zone.
3	Medical Officer	Over all supervision, monitoring & administration epidemic condition in the ward
4	Sanitary Inspector	Over all supervision, monitoring & administration epidemic condition in the ward, chlorine test, collection of water sample and monitoring, Health License Establishment
5	S.S.I.	Over all supervision, monitoring & administration epidemic condition in the ward, chlorine test, collection of water sample and monitoring.

3. Procedure followed for Decision making:

- As per the B.P.M.C. Act 1949.

4. Norms set for discharge 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.

Sr. No.	Name of Register.
1	Inward Register.
2	Chlorine Test Register
3	Water Sample Register.
4	Epidemic Register.
5	Movement Register.
6	Public Grievances Register.
7	Dead Stock Register.
8	Issue Register. (Medicine)
9	Expense Book. (Medicine)
10	License inward Register.

11	License Outward Register.
12	Muni. councilor & MLA compliance Register.
13	Right to information Act Register.
14	Information Register.
15	Daily Report Register.
16	License Demand Register

7. Arrangement for citizen consultations:

- Dy.H.O., A.H.O., S.I., & S.S.I. moved in field for supervision, monitoring of health of citizens as well as for citizen consultations.
- Dy.H.O. and A.H.O. Allotted time for citizen consultation in afternoon.
- Yearly arrangement of "Lok Darbar".

8. Details of Committe.

- Health Committe.

9. Directory of officers and employees.

Sr.	Officers and Employees Name	Designation	Contact Numbers

1	Dr. Mehul Acharya	Dy.H.O.	9327555217
2	Vacand Post	A.H.O.	
3	Dr.Bhavna Patel	Medical Officer	9925222032
4	Dr.Jayna Patel	Medical Officer	9727753505
5	Dr.Rajni Contractor	Medical Officer	9727721553
6	Dr.Pavan Patel	Medical Officer	9998864107
7	Dr.Chetan Chaudhri	Medical Officer	9727721555
8	Dr.Dipika Gajjar	Medical Officer	9376188476
9	Dr.Jayesh Parmar	Medical Officer	9727721556
10	Dr.Nischal Mehta	Medical Officer	8200015599
11	Damjibhai Sudra	S.I.	9825662024
10	Hiralben Chapla	S.S.I.	9429322587

10. Monthly Remuneration received by Officer and Employees.

NO.	NAME OF STAFF	POST	GRADE	REMARKS
1	Dr. Mehul Acharya	Dy.H.O.	78800-209200	

2	Vacand Post	A.H.O.			
3	Dr.Bhavna Patel	Medical Officer			Fix pay
4	Dr.Jayna Patel	Medical Officer	15600-39100		Fix pay
5	Dr.Rajni Contractor	Medical Officer			Fix pay
6	Dr.Pavan Patel	Medical Officer			Fix pay
7	Dr.Chetan Chaudhri	Medical Officer	67700-208700		
8	Dr.Dipika Gajjr	Medical Officer	53100-167800		
9	Dr.Jayesh Parmar	Medical Officer			Fix pay
10	Dr.Nischal Mehta	Medical Officer	53100-167800		
11	Damjibhai Sudra	S.I.			Fix pay
12	Hiralben Chapla	S.S.I.	25500-81100		

11. Proposed Details of Budgets, Plan and expenditure:

Sr. No.	Dept. Acc. Code	Dept. & Name of the Head	Estimated Amount in Lacks (Year 2007-08)	Remarks
1	352/48203	Health Dept./RCH Center	8	

12. Manner of execution of subsidy programs:

- A.M.C. provides average Rs. 10/- Per House per Month to Resident Welfare Association or contractor for Door to Door / Gate to gate Collection of Garbage.

13. Concession details:

- BPL families given up to 50% concession in therapeutic service in municipal hospital & total free services for AMC karmcharis through provision of health book.

14. Details of materials in electronic form held by the office.

- Collection and Compilation of daily activity reports made available from different wards of (North west Zone)
- Website: <http://www.ahmedabadcity.gov.in>

15. Facilities of libraries available to citizens.

- Not related to Health Dept.

16. Details of Public Information Officer.

Sr.No.	Name of Public Information Officer.	Designation	Contact Numbers	UHC Name
1	Dr. Mehul Acharya	Dy.H.O. And Appalate Officer Health And Malaria Department	9327555217	-

		(North west Zone)		
2	Vacand Post	A.H.O.		-
3	Dr.Bhavna Patel	Medical Officer	9925222032	Oganaj
4	Dr.Jayna Patel	Medical Officer	9879539430	New Gota
5	Dr.r.Rajni Contractor	Medical Officer	9727721553	Chandlodiya
6	Dr Pavan Patel	Medical Officer	9998864107	Ghatlodiya
7	Dr Chetan Chaudhri	Medical Officer	9727721555	Thaltej
8	Dr Dipika Gajir	Medical Officer	9376188476	Ambli
9	Dr.Jayesh Parmar	Medical Officer And Information Officer Health Department (North west Zone)	9727721556	Bodakdev
10	Dr.Nischal Mehta	Medical Officer	8200015599	Bopal

17. Particulars of the facilities available to citizens for obtaining information.

- Website: <http://www.ahmedabadcity.gov.in>, Email id: dyhonwz@ahmedabadcity.gov.in

M. N. Mehta
22/5/22
Jr. Clerk

S. I.
22/5/22

Dr. Mehul Acharya
22/5/22

Dy. Health Officer

North West Zone