

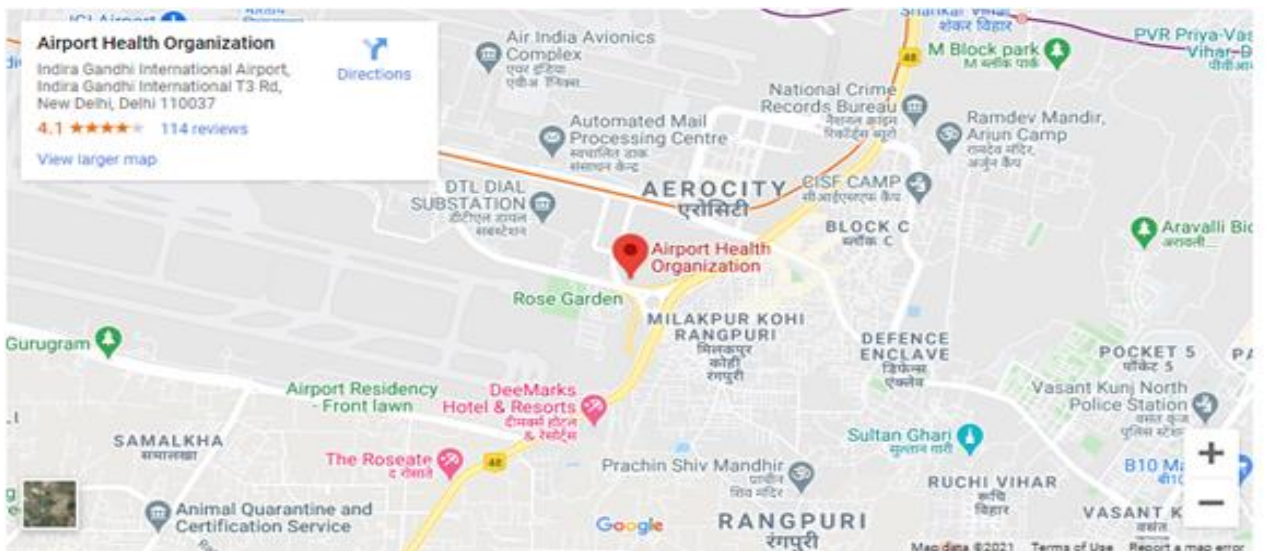


सत्यमेव जयते

**GOVERNMENT OF INDIA
MINISTRY OF HEALTH & FAMILY WELFARE
(DIRECTORATE GENERAL OF HEALTH SERVICES)
AIRPORT HEALTH ORGANISATION,
IGI AIRPORT, NEW DELHI-110037**

SUO MOTU DECLARATION UNDER SECTION 4 OF RTI ACT 2005

**AIRPORT HEALTH ORGANISATION, DELHI
IGI AIRPORT (SUBORDINATE OFFICE OF THE DTE.GHS)
UNDER MINISTRY OF HEALTH & FAMILY WELFARE,
GOVERNMENT OF INDIA**



Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]

Particulars of the Organisation:-

Airport Health Organisation, IGI Airport, New Delhi: Airport Health Organization (APHO), Delhi is a subordinate Office of the Central International Health Division (CIHD) of the Dte.GHS, MoHFW, Govt. of India, it is the implementation agency of the Indian Aircraft (Public Health) Rule, 1954 & International Health Regulation (IHR), 2005, along with 195 countries of the world are signatory of International Health Organization (IHR), 2005. The objective of Airport Health Organization is to prevent the international spread of disease which can affect international trade & travel, and to ensure a safe environment (Food Safety, Water Safety and General Hygiene & Sanitation) to the international passengers. This organization works under administrative and technical control of Public Health (International Health) section of Directorate General of Health Services, Nirman Bhawan, New Delhi.

1.1.1 Name and address of the Organization

Airport Health Organisation, Delhi, IGI Airport (Subordinate Office of the Dte.GHS) Under Ministry of Health & Family Welfare, Government of India

Address:

- 1. Administrative Office and Yellow Fever Vaccination Centre & Quarantine Hospital:**
Airport Health Organization, Delhi, New Building, Mahipalpur, On Approach Road to T-3 Opp. Toll Barrier, Near AAI Complex, New Delhi-110037.
- 2. Medical Inspection Room:** International Arrival Area just behind the Immigration Counter, Terminal-3, IGI Airport, New Delhi-110037

Contact No & E-mail ID

A. Administrative Office: 011-25655081 & apho.del-mohfw@gov.in

B. Medical Inspection Room at T-3, IGI Airport, New Delhi:
011-25653408

C. Yellow Fever Vaccination Centre & Quarantine Hospital:
011-25652129 & apho.del-yfv-mohfw@gov.in

1.1.2 Head of the organization

Head of Organization of APHO, Delhi– Dr. Binay Kumar, Airport Health Officer

Tel. Phone -011 - 25655081

E-Mail : apho.del-mohfw@gov.in

1.1.3 VISION, MISSION AND KEY OBJECTIVES

Consequent upon adoption of new International Health Regulation (IHR 2005), many specific functions were mandated for member countries including India. IHR requires all WHO member countries to have specific core capacities at all International Point of Entries (POE). India, in compliance to the IHR 2005, have been advancing in development of specific core capacities for routine measures and for surveillance and response during PHEIC at all designated International POEs.

The basic aim and objectives of this Organization is to control and prevent international spread of PHEIC in compliance to IHR, vis-à-vis, Indian Aircraft (Public Health) rules. We have the vision of *A World Safe and Secure from Infectious Diseases threats* by prevention, rapid detection, transparent reporting and mitigation of outbreaks through interconnected Global network.

The major theme of the response being Early warning system, creating awareness among people, training and education, information communication and extension methodology, screening at POEs, Vector Surveillance and Inter sectoral coordination & collaboration.

1.1.4 Function and duties

1. Surveillance of diseases notified by Govt. of India.

Disease surveillance at Airport Health Organisation basically includes 2 categories

A. Disease surveillance on regular basis like surveillance of Yellow Fever disease. As per the standard protocol all international passengers are screened by Immigration Officers. Passengers coming from Yellow Fever infected countries without valid yellow fever vaccination card are identified. If such passengers are identified by immigration officers they are referred to APHO Pre – immigration office for decision making.

B. Disease surveillance when a PHEIC is declared by World Health Organization and Govt. of India, Ministry of Health and Family Welfare decide to initiate surveillance.

2. Quarantine of Passengers:

All those passengers, who have embarked from or have transited through the yellow fever endemic countries during six days prior to arriving in India and they are not having proper vaccination against yellow fever, are quarantined as per the Indian Aircraft (Public Health) Rules, 1955. During the period of quarantine the passengers are medically observed for various signs and symptoms of yellow fever disease.

3. Yellow Fever & Polio Vaccination:

International vaccination center for Yellow fever, APHO, Delhi provides vaccinations for Yellow Fever and Polio to the international passengers on request who are travelling to/ through the yellow fever endemic countries or Polio Endemic Countries whichever the case.

4. Public Health Clearance of Dead Body/Human Remains-

The Public Health Clearance of the Dead Body/ Human Remains imported to India are being provided as in accordance with “THE AIRCRAFT (PUBLIC HEALTH) RULES, 1954 PART 4” officials of Airport Health Organization after checking the necessary documents in order to prevent the spread of any communicable disease of International concern in the country.

Advance intimation with all their required documents should be given on official email address- apho.del-hum-mohfw@gov.in at least 48 prior to be arrival of the dead body or Human Remains or Ashes of cremated body.

5. Activities related to Vector Surveillance :

a) Vector Surveillance : Vector control activities primarily for Aedes aegypti mosquito, which is vector of yellow fever disease, is undertaken by gulf Pest Control Services under DIAL. APHO staff with the assistance from National vector borne disease control program undertakes periodic monitoring of the vector control activities to ensure that aedes aegypti index is regularly maintained as per the prescribed international norms. National Vector Borne Disease Control Program, Delhi undertakes independent surveys every quarter. On the basis of the monitoring by NVBDCP feedback is given to DIAL for taking appropriate vector control measures. Vector Surveillance (inside the airport premises and 400 perimeter of the Airport boundary).

b) Flight Dis-insection: surveillance of the aircraft disinsection details is undertaken for all the incoming international aircraft by examination of the General Declaration of Health and passenger manifest submitted by the Crew at the time of arrival to the Airport Health Organization.

6. Sanitary Inspection:

International Health Regulations (World Health Organization) requires regular Sanitary Inspection in and around airport premises. Accordingly Airport Health Organization undertakes periodic sanitary inspection rounds at Terminal I & II. Sanitary inspectors also assist in Vector surveillance, sanitary inspection of the Food outlets, and drinking water sampling for bacteriological testing by National Institute of Communicable Diseases, Delhi, for periodic surveillance of drinking water sources. Details were communicated to airport officials for undertaking appropriate measures.

7. VVIP Food Safety & Surveillance Duties:

VVIP food surveillance duties are one of the prime responsibilities of APHO, Delhi at the National capital. Food surveillance activities are undertaken for both national and International Heads of States. Food surveillance activities are undertaken for visits of National VVIPs (Inside country and international visits) and International VIPs at the time of their visits to the National capital.

International Flights & Domestic Flights were undertaken for the VVIP. During the time of international visits procedure adopted for surveillance of food is planned in the coordination meeting with the PM security staff. Various activities are as follows:

- a. Sampling of the raw materials from the designated flight kitchen Stores.
- b. Sampling of Water from various areas of designated flight kitchen. Samples of raw materials are examined at the Delhi Public Health laboratory and bacteriological testing of water samples is done by NICD, Delhi
- c. Examination of the Perishable food items.
- d. Sampling and oral tasting of prepared food items for instant poison.
- e. Results of raw material and water samples collected are communicated to the respective flight kitchen before cooking process starts for the VIP flight.

8. Surveillance of the Food Outlets:

As per the FSS Act 2006, APHO, Delhi (Local Health Authority) undertakes inspection of food outlets operating in the airport premises regularly. Lounges, snack counters and restaurants of establishments, who have contracts for serving food and drinks to the passengers and staff at International Airport. For Surveillance of Food samples and water samples are also being picked up for their testing at Designated Labs under the FSS Act, 2006.

9. Medical and Flight Emergencies: –

A.P.H.O. doctors and paramedics are one of the designated health agency for the purpose of assisting during the time of various flight emergencies and is kept on vigil during the time of all minor/Full emergencies. APHO, Delhi is also involved in VIP movement, visibility stand by, weather stand by etc.

DIAL has contracted the Medical unit of Medanta (Medicity) for providing emergency medical services for the passengers and the staff deployed at new international terminal T3. Medical Unit at airport also arranges ambulance services at the airport for sick travelers.

10. Training Activities:

» Immigration Officials

As per the GOI instructions surveillance activities are undertaken primarily by the Immigration officials and then suspects are referred to the APHO, official. Periodic training to the Immigration officials is imparted to orient them about various steps for screening the passengers with regard to yellow fever.

» **Training for Medical and para-medical staff:**

Training activities are being arranged for medical and para-medical staff i.e. field workers training, vector surveillance training, Training on Health Screening Procedures etc.

» **Training for Post Graduate Medical students**

The relevant training is also provided to the students visiting APHO Delhi from different organizations as PG students from NIHFWS, Medical Colleges and Nursing Colleges and other organizations.

11 .Other Activities:

- International Health Officer also participate as member for various technical issues with regard to health measures in Dte.GHS.
- Disaster Management Mock Drill- APHO, Delhi provides its expert opinion whenever Mock Drill is conducted by DIAL for Disaster Management.
- APHO staff provide logistic assistance to officials of Ministry of Health & FW during their departures and arrivals for official international visits.

EMERGENCY DUTIES

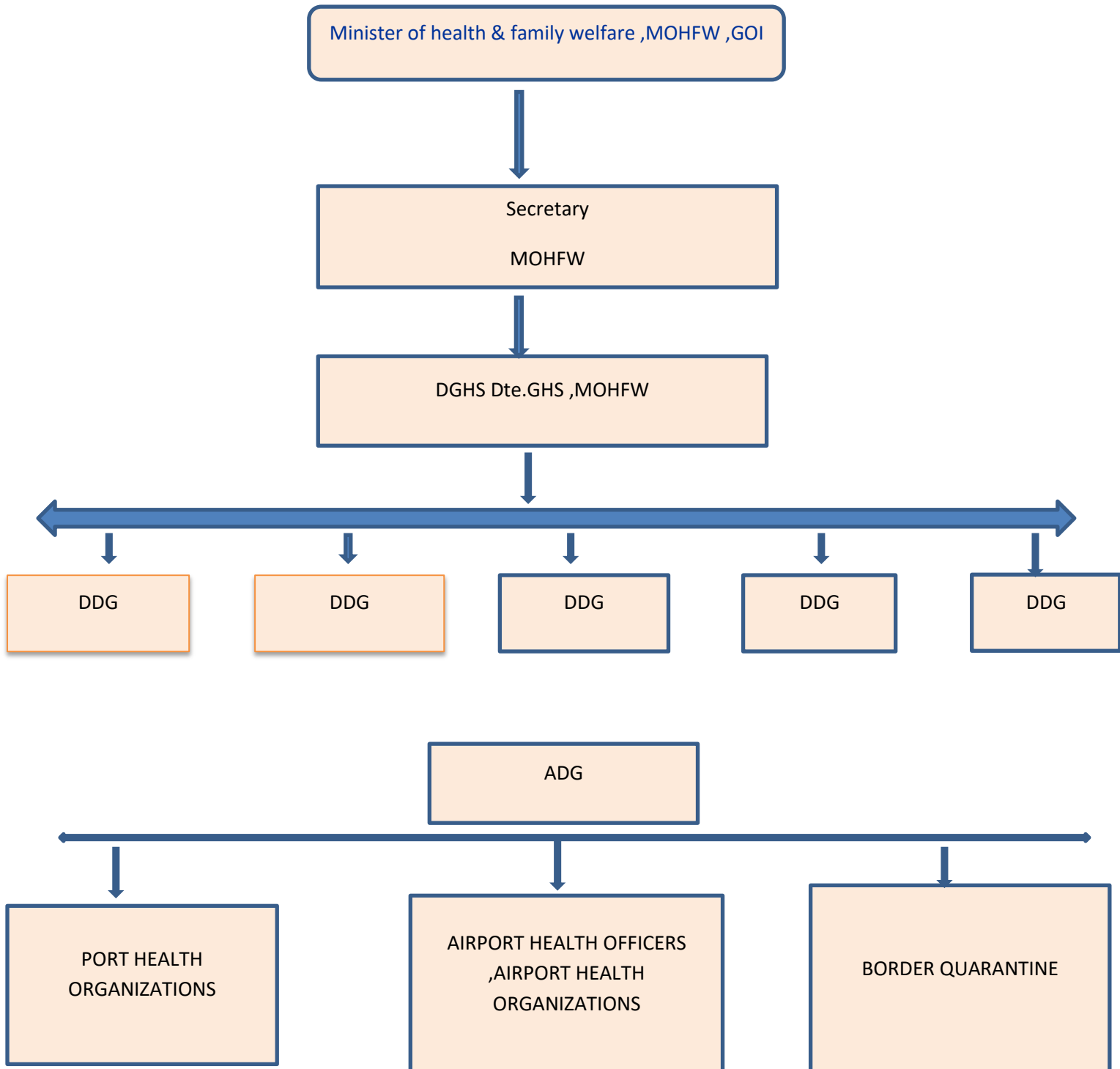
1. Medical & Flight Emergencies- The APHOs are Public Health Organization and perform the public health related activities at the Airport. Every International Airport has health unit to take care any clinical emergency occurring onboard to the passengers or to the staff working at the Airport. In case the emergency is having large number of affected persons then the APHO works along with other control room officers and coordinate with other Government Health facilities for transportation and management of the health services needy persons.

2. Public Health Emergency of International Importance- Activities during the Public Health Emergencies Out Break e.g. COVID-19 Pandemic, Ebola Virus Disease, Yellow Fever Disease, MERS- CoV& Zika Virus Disease

- Activation of PHECP
- Coordination with other stakeholders.
- Functions as per guidelines for PHEIC.
- Training of stakeholders.
- Procurement and Deployment of additional manpower.
- Procurement of material required.
- Screening/ Quarantine/ Isolation/ Lab testing/ Transportation/ Contact tracing
- Coordination with National /state/ local agencies.
- Reporting.

1.1.5 Organization Chart

ORGANOGRAM



Airport Health Officer



CMO/ PHS-I/SMO/MO



Administrative Office

Yellow Fever Quarantine Centre

MI Room

LDC

Staff Nurse

Health Inspector

Driver

Health Assistant

Health Assistant

MTS

Ward Boy

Field Worker

GROUP		TOTAL SANCTIONED STRENGTH	FILLED POST	VACANT	VACANT SINCE
Group 'A'	APHO	01	01	-	-
	PH. Spl.-I	01	01	-	-
	CMO/SMO/MO	05	05	-	-
Group 'B'	Health Inspector	05	03 <i>02 Health Inspector joined the duty at APHO, Delhi on 01.02.2023 (F/N) on a deputation basis.</i>	02	- 31.05.2016 - 31.03.2018
	Staff Nurse	01	-	01	01 post vacant since 01.11.2017
Group 'C'	UDC	01	0	01	01 Post UDC vacant w.e.f. 01.02.1996
	LDC	02	01	01	01 post LDC vacant w.e.f. 21.05.2019
	Health Assistant	12	12	0	
	Field Worker	05	03	02	01 post FW vacant w.e.f. 01.10.2019 01 post FW vacant w.e.f. 01.10.2022

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	Ward Boy	02	02	0	
	Driver	02	02	0	
	MTS	01	01	0	

1.1.6 Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt

The Airport Health Organizations came into existence in pursuance of The Aircraft (Public Health) Rules, 1954 framed under the Aircraft Act, 1934. The Airport Health Organization, Delhi primarily is a Public Health Organization. It is located at Mahipalpur, Opp Toll Plaza, Near AAI Complex, IGI Airport, New Delhi-110037. An Airport Health Officer (APHO) works under the overall control of the Director General of Health Services (DGHS), Govt. of India, stationed at the Ministry of Health & Family Welfare, Nirman Bhawan New Delhi. The DGHS in turn is assisted by DDG (IH) and ADG (IH). The APHO is assisted by other staff details of which are given below. The present building of APHO, Delhi was Inaugurated on 28th February 2009 by then Hon'ble Health Minister Dr. Anbumani Ramadoss.

List of HODs of APHO, Delhi

AIRPORT HEALTH OFFICER

Name

Period

- | | |
|--------------------|--------------|
| 1. Dr. T.Vergheese | 1977 To 1984 |
| 2. Dr. N.K.Pal | 1985 To 1986 |
| 3. Dr. A.K. Dutta | 1986 To 1988 |

4. Dr. B.R. Routh	1988 To 1989
5. Dr. K.L. Sharma	1989 To 1990
6. Dr. Anil Kumar	1991 To 1995
7. Dr.S.R Agarwal	1995 To 1999
8. Dr. Ajay Kumar Khera	2000 To 2000
9. Dr. S.R Agarwal	2000 To 2000
10. Dr. S. Dutta	2000 To Jan 2003
11. Dr. Sujeet Kumar Singh	Jan 2003 To Jun 2011
12. Dr. Sanjay Kumar	July 2011 To July 2011
13. Dr. M.C Bora	Aug. 2011 To Nov 2011
14. Dr. Sujeet Kumar Singh	Nov 2011 To April 2012
15. Dr. Sanjay Kumar	April 2012 To Jan 2017
16. Dr. Tarun Kumar	Feb 2017 To May 2023
17. Dr. Binay Kumar	May 2023 To till date

1.2 Power and duties of its officers and employees [Section 4(1) (b)(ii)]

1.2.1 Powers and duties of officers (administrative, financial and judicial)

Administrative powers

Airport Health Officer:

- Head of the office with statutory and administrative powers.
- Appointing and Disciplinary Authority for certain Group “C” posts.
- Controlling Officer for Medical officers and all non-gazetted staff.
- Under the Food safety and standard Act, 2006 and Food Safety and Standards (Food Products Standards and Food Additives) Regulation, 2011, Airport Health Officer functions as Designated Authority and Local Health Authority for areas within Airport terminals.

Financial Powers and Responsibilities

- Port health Officer is the designated drawing and disbursing officer for the airport Health Organisation.
- Airport Health Officer is designated as DDO to APHO, Delhi.

Dy. Airport Health Officers:

*RTI Matters, GeM Purchase, Surveillance of Quarantinable diseases and Public health emergency of International Concern, yellow fever vaccinations, HUM Clearance, food safety, sanitary inspection, vector surveillance taking awareness class to other stakeholders at airport like Immigration, Customs, CISF etc. and assisting Airport Health Officer in administrative matters and other day to day activities as assigned by the Airport Health office

1.2.2 Powers and Duties of other Employees:-

Subordinate staffs: No independent powers. Duties as assigned by Airport Health Officer

- Sanitary supervision for keeping the Airport premises and Airport area free from mosquitoes in their larval and adult stages.
- Inspection of catering establishments in Airport area within the Airport terminal.
- Screening of International passengers for covid-19 symptoms at pre-immigration area their isolation to quarantine/treatment facilities.
- Inspection and clearance of Aircrafts.
- surveillance/quarantine of passengers,
- Clearance of human remains,
- to ensure safe general sanitation condition,
- Provision of safe food,
- Provision of safe drinking water,
- Vector control at IGI Airport (in and 400m around IGI, Airport)
- Prioritize clearance of patients with health emergency and to assist in shifting to designated hospitals
- In the absence of staff nurse care assist in vaccination of the quarantine passengers at quarantine centre.
- Food safety Duties
- Medical & Flight Emergency
- Implementation of IHR, 2005

Activities During Emergencies :-

- To provide emergency medical aid to crews / passengers
- Disinfection of baggage and conveyances

Training of other stakeholders regarding PHEIC /any health-related event about the event, prevention, control, use of PPE etc

Roles and Responsibilities of Technical Staff

Roles:- Health Assistant (HA)/Field worker (FW) is now uniformly designated at the PoE by integrating various other names they were designated before like rat catcher, fumigation worker etc. Health Assistant (HA)/Field worker (FW) will carry out the field works as assigned by the Health Officer.

Command Chain:- All Field Workers will be working in coordination and under the supervision of the Health Assistant (HA) and Health Assistants will work under the supervision and orders of the Health Inspectors (HI). The Field Worker, Health Assistant, and Health Inspector will work under overall supervision of concerned Health Officer and Medical Officer. The whole team will then report to the Airport /Port/BQU Health Officer who will be Commanding Officer of the entire team at the PoE.

Technical Work:- The Field Worker, Health Assistant, Health Inspector, Health Officer & Medical Officer will work at PoE on the following activities-

- **Vector Control Measures-** Supervision of Anti-Mosquito, Anti-Rodent Control Measures, Housefly Control measures, Cockroach Control Measures and all other vector measures by relevant agency including application of above measures if required. These includes the preventive measures, surveillance, Control activities , fumigation, Health education , follow up measures, vector surveillance charts, specimen collection, sample preparation, labeling , packing, dispatch to laboratory, supervision, training and follow up with the PoE sanitary staff or outsourced sanitary staff. FW will follow all the instructions and guidelines as and when given by the HA/HI/Health Officer/ Medical Officer. HA/HI will also do all the activities under the directions of Health Officer/ Medical Officer. Health Officer/ Medical Officer will be the overall implementing, training and supervising authority.
- **Conveyance Inspections-** The field worker will assist the commanding officers (HA/HI/Health Officer/ Medical Officer) on the conveyance inspections as and when required and will supervise the application of disinsection/decontamination measures by the concerned Aircraft under the order of the Health Officer/ Medical Officer.

- **FBOs/Water Safe-** The field worker will assist the Food Outlet inspections carried out by the Health Officer/Medical Officer/FSO (including sample collection, packaging etc.) under the orders of the Health Officer/Food Safety officer.
- **General-** Cleaning of the Officer premises, sanitation, gardening, Emergency duties as needed under APHO instruction, PHEIC related duties assistance during any disasters and assistance to state Health department during PHEIC.

Administrative Work- All types of administrative work of the office as per the orders of the APHO/ Health Officer/ Medical Officer are to be carried out by the FW, HA, HI. Any work respect to the organization assigned by the APHO is to undertaken by the FW/HA/HI/ Health Officer/ Medical Officer.

Form of accessibility of information – A Manual/ Hand book titled “**POINT OF ENTRY, TECHNICAL FIELD MANUAL**” only for Technical Staff working in Airport Health Organizations, Port Health Organizations, Border Quarantine Organizations is available in Hindi & English (bilingual).

1.2.3 Rules/Orders under which powers and duty are derived :-

- International Health Regulations, 2005
- Indian Aircraft Rules (Public Health Rules) 1954
- Indian Public Health Act
- GFR Rules
- FRSR Rules
- Leave Rules
- Medical Attendance Rules
- Central Civil Services Pay Rules
- CCS Pension Rules
- Establishment Rules
- Receipts and Payments Rules
- Delegation of Financial Powers Rules
- GPF Rules
- LTC Rules
- HBA Rules
- FSSAI 2006 & regulation 2011

1.2.4 .Exercised –NA

1.2.5. Work allocation

	Duties	Work allocated
1	S.N	Dr. Binay Kumar, Airport Health Officer, APHO, Delhi Dr. Abhshek Kumar Srivastva, Sr. Medical Officer, APHO, Delhi
2	GeM	Dr. Abhshek Kumar Srivastva, Sr. Medical Officer, APHO, Delhi Dr. Rohit Singh Parmar, Sr. Medical Officer, APHO, Delhi
3	RTI	Dr. Jyoti, PHS-I, APHO, Delhi Dr. Kriti Seth, Sr. Medical Officer, APHO, Delhi
4	Yellow Fever Vaccination	Dr. Abhshek Kumar Srivastva, Sr. Medical Officer, APHO, Delhi
5	Vector Surveillance	Dr. Jyoti, PHS-I, APHO, Delhi
6	LIMBS	Dr. Abhshek Kumar Srivastva, Sr. Medical Officer, APHO, Delhi
7	FSO	Dr. Jyoti, PHS-I, APHO, Delhi Dr. Abhsihek Kumar Srivastva, Sr. Medical Officer, APHO, Delhi
8	E-Sampada	Dr. Binay Kumar, Airport Health Officer, APHO, Delhi Dr. Abhshek Kumar Srivastva, Sr. Medical Officer, APHO, Delhi
9	GST	Dr. Binay Kumar, Airport Health Officer, APHO, Delhi
10	Grievance Redressal (P.G)	Dr. Rohit Singh Parmar, Sr. Medical Officer, APHO, Delhi

1.3 Procedure followed in decision making process [Section 4(1) (b) (iii)]

1.3.1) Process of decision making Identify key decision making points

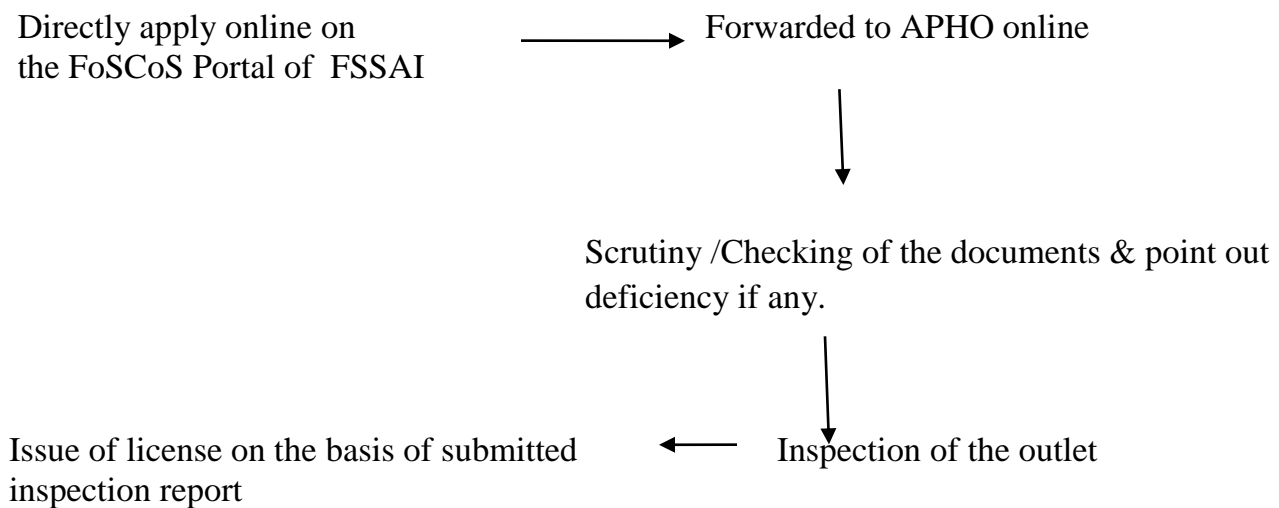
This organization is a Subordinate office under the Govt. of India, Min. of Health and Family Welfare, the Directorate General of Health Services, PH (IH) Section and established for the implementation of policies of the Government of India. The procedure followed is according to the existing rules, manuals etc through the decision-making process of: Dealing Assistants to DDO /Head of Office. No intermediate supervision is available. The Airport Health Officer is accountable for decisions taken in the matter related to administrative as well as substantive functions attended by him and Medical Officer/Deputy Airport Health Officer is accountable in the matter related to substantive functions allocated and executed by him/her at this subordinate office level.

1. Quarantine of passengers coming from yellow fever endemic countries-

- The job of initial screening/ checking of yellow fever vaccination certificate is entrusted with the staff of Immigration Department, who are regularly trained by this office and they in turn will hand over the suspect passengers in MI Room of APHO, Delhi.
- The Medical officer/Health Inspector on duty will then scrutinize the YFV certificate of the passengers and take a decision for quarantine if needed.
- In case of any doubt final decision will be taken by **Airport Health Officer**.

2. Licensing of Food outlets in the Terminal Building of IGI Airport-

Process of Food outlet licensing under FSSAI ACT 2006



Time Limit- Normally 01 month from the date of application. However, step wise time limits have been framed by FSSAI.

1.3.2) Final Decision Making Authority at this Office

Airport Health Officer, Airport Health Organisation, Delhi

1.3.3) Related provisions, acts, rules:

As mentioned in 1.2.3)

1.3.4) Time limit for taking a decision, if any

Human remain clearance via mail within 48 hrs

Online yellow fever appointment within 48 hrs

Depending on work and as per requirement.

1.3.5) Channel of supervision and accountability

This organization is a Subordinate office under the Govt. of India, Min. of Health and Family Welfare, the Directorate General of Health Services (Dte. GHS), PH (IH) Section and established for the implementation of policies of the Government of India.

At Dte. GHS level: The Director General of Health Services

PH(IH) Section & Central IH Division: Deputy Director General (IH)
Assistant Director General (IH)

At Local Level: Health Inspector → Medical officer → Airport Health Officer, New Delhi

1.4 Norms for discharge of Functions [Section 4 (1) (b) (4)]

1.4.1 Nature of Functions/services offered

As mentioned under the heading “Functions and Duties of APHO”

Sr No	Activity	Day / Date and Time
1	Yellow Fever Vaccination	Monday ,Tuesday ,Thursday ,Friday (Except gazetted holidays) Online Appointment: 10:00 am to 6pm (monday to Friday) Vaccination: 10 am to 2 pm
2	Oral Polio Vaccination	Monday to Friday (Except Wednesday and Public Holidays) Time: 11:30 am to 2 pm
3	Quarantine Facility	24 hours, all 7 days of week
4	MI Room Activity	24 hours, all 7 days of week
5	Food safety at airport	Monday to Friday
6	Protocol Duty	As and when required
7	Training and Coordination	As and when required
8	Yellow Fever Training	As and when required
9	Vvip food duty	As and when required
10	Flight Emergency Duty	As and when required, 24 hours all 7 days of week

1.4.2) Norms/standards for Function / Service delivery

This office observes the implementation of International Health Regulations 2005 and The Aircraft (Public Health) Rules, 1954 and the various regulatory and statutory provisions in above act/ rule/ regulation. This office issues certification/ advisory/ monitoring to existing regulation

- **Zero wastage policy of yellow fever vaccine**
- **100% online human remain clearance within 48 hours**
- **100% online appointment for yellow fever within 48 hours**

1.4.3 Process by which these services can be accessed:-

By Submitting Application / through E-mail/ telephone.

1.4.4 Time-limit for achieving the targets

Varies from one day to a month. from the date of application

1.4.5 Grievance redressal- A complaint/ suggestion box has been placed at reception counter for general public. The grievance may also be lodged through P.G Portal. APHO/nominated official monitors Grievance redressal mechanism

Name of the nodal officer :- Dr. Rohit Singh Parmar'

Designation :- Sr. Medical Officer, APHO, Delhi

1.5 Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]

1.5.1 Title and nature of the record/ manual /instruction.

Physical and digital form

1.5.2 List of rules, regulations, instruction manual and record

1.5.3 Acts/ Rules manuals etc.

As mentioned in 1.2.3

1.5.4 Transfer policy and transfer orders

Centralized at Dte.GHS/MoH&FW for Medical Officers, Public Health Specialists, Health Inspectors and Health Assistant.

1.6 Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]

1.6.1 Categories of documents

Category A: Nil

Category B-Keep-Permanent: 1. Non consumable stock Register 2. Service book of all staff 3. All pension papers of old staff 4. EFC file 5. Copy of Acts, Rules, & Regulations administered by this Public Authority 6. Guidelines & Instructions issued by Higher Authorities.

Category C-10 Years: 1. Cash Book 2. Old cash book & TR 3. Yellow Fever Vaccination Register

Category C-5 Years: 1. Bill register 2. Salary Bill Prepared 3. Ebola file 4. Swine flu files 5. All personal Files 6. Register of License issued to Catering Establishments under FSSA, 2006.

Category C-3 Years: 1. Stock Register 2. Service Postage & Stamp Register 3. Challan Register 4. Budget Preparation 5. Expenditure Control Register 6. Sanction of Amount Register 7. PFMS Register 8. TR (Treasure Challan receipt book) 9. All contingent bill prepared 10. Uniform of staff record 11. Training register

Category C-2 Years: 1. Quarantine Order 2. Quarantine Bill book 3. Quarantine admission & Discharge Register 4. Vaccination Exemption certificate 5. Oral Polio vaccine certificate 6. Emergency Medicine stock Register 7. Cash Receipt Book 8. Consumable stock Register 9. Vaccine stock Register 10. PHEIC screening Cards 11. Flight detail Register 12. GD Document & passenger Manifest 13. Dead Body clearance Register 14. Human Remains documents 15. HR(NOC) 16. Polio Record Register 17. Annual Maintenance Register 18. Dispatch Register 19. Vector Surveillance Register 20. VVIP Food supervision Register 21. Water sample Register 22. FSSAI Food License Register 23. Flight emergency call register

Category C-1 Years : 1. Attendance Register

1.6.2 Custodian of documents/categories

Custodians of Important Documents - Service Books and Personal Files, Cash Book, Log Books and all other important documents are kept in custody of LDC. The APAR and other confidential Documents/Reports are kept in custody of APHO

1.7 Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]

1. Office council

Composition : Dr. Binay kumar ,Head of the council

Members : Dr Jyoti (PHS I) ,Sh Vijay giri (HI) ,Sh Amrish tyagi (HI) ,Sh Manoj kumar tomar (LDC) ,Sh Pan Singh Bisht (HA) ,Sh Manish Kumar (HA) , Sh Amit Kumar (HA).

Date from which constituted : 2023

Terms / tenure : Till further reconstitution

Duties –To deal with the office related Issues of Apho Delhi

Whether the meeting / minutes of the meeting / place of the meeting open to public : No

2.Karyalaya Rajbhasha samite(Hindi committee)

Composition : Dr.Jyoti (PHS I) ,Head of the council

Members : Dr Abhishek kumar srivastava,Sh Manoj kumar tomar (LDC) ,Sh Ashok kumar.

Date from which constituted : 2023

Terms / tenure : Till further reconstitution

Duties –To Improve communication and promote usage of hindi language at office

Whether the meeting / minutes of the meeting / place of the meeting open to public : No

3 .Name of the committee : Purchase Committee

Composition : : Dr. Binay kumar (Airport health officer)

: Dr.Jyoti (PHS I)

: Dr Abhishek kumar Srivastava

, Sh Manoj kumar tomar (LDC)

Date from which constituted : 2023

Terms / tenure : Till further reconstitution

Power and functions :

- To analyse quotations provided by the department, and provide recommendation for approval by the committee.
- To ensure all documentation is accurate and complete.
- To ensure that the supplies/services quoted for comply with what was requested on the quotation.
- Seek clarification from suppliers/service providers where necessary.
- To request technical input from relevant staff as required.
- The PC should also be assigned a role within the supplier pre-qualification process
- In certain contexts, it may be appropriate for some or all members of the PC to be directly involved in the collection of quotations
- Ensuring proportionality, transparency, accountability and fairness in the procurement process
- Ensuring all relevant documentation is prepared prior to PC meeting
- Involvement in the evaluation discussion
- Ensuring that the Quote is complete and accurate.
- Ensuring all necessary procurement procedures are properly.

Whether the meeting / minutes of the meeting / place of the meeting open to public : No

4 Internal Complaint Committee

Composition: . : Dr.Jyoti (PHS I)

Members: : Dr Abhishek kumar Srivastava

Dr Kriti Seth

Dr Divya O

Smt Neelam

Date from which constituted : 2023

Terms : Till further reconstitution

Power and functions:-

The principle of gender equality is enshrined in the Indian Constitution. At APHO, we strongly believe that women and men have right to live as free and equal human beings and this equality

should exist in all areas of life. All the activities conducted by the cell are directed towards successful execution of this goal

Committee is made under Sexual harassment of women at workplace (Prevention ,Prohibition And Redressal Act 2013)

1.8 Directory of officers and employees [Section 4(1) (b) (ix)]

1.8.1 Name and designation

1.8.2. Telephone , fax and email ID

	Name	Designation	Contact Details & Email ID
1	Dr. Binay Kumar	CMO(NFSG)	011-25655081 & 25653408 apho.del-mohfw@gov.in
2.	Dr. Jyoti	Public Health Specialist-I	011-25655081 & 25653408 apho.del-mohfw@gov.in
3.	Dr. Sujata Arya	Public Health Specialist-I	011-25655081 & 25653408 apho.del-mohfw@gov.in
4	Dr. Kriti Seth	Sr. Medical Officer	011-25655081 & 25653408 apho.del-mohfw@gov.in

5	Dr. Rohit Singh Parmar	Sr. Medical Officer	011-25655081 & 25653408 apho.del-mohfw@gov.in
6	Dr. Abhishek Kumar Srivastva	Sr. Medical Officer	011-25655081 & 25653408 apho.del-mohfw@gov.in
7	Dr. Divya. O	Medical Officer	011-25655081 & 25653408 apho.del-mohfw@gov.in
8	Mr. Vijay Giri	Health Inspector	011-25655081 apho.del-mohfw@gov.in
9	Mr. Amrish Tyagi	Health Inspector	011-25655081 apho.del-mohfw@gov.in
10	Mr. Dev Dutt Kashyap	Health Inspector	011-25655081 apho.del-mohfw@gov.in
11	Mr. Manoj Tomar	Office Senior LDC	011-25655081 apho.del-mohfw@gov.in
12	Mr. Anil Kumar Sharma	Motor Driver	011-25655081 apho.del-mohfw@gov.in
13	Mr. Ghanshyam	Motor Driver	011-25655081 apho.del-mohfw@gov.in
14	Mr. Mahavir Singh	Health Assistant	011-25655081 apho.del-mohfw@gov.in
15	Mr. Ashok Kumar	Health Assistant	011-25655081 apho.del-mohfw@gov.in
16	Mr. Pan Singh Bisht	Health Assistant	011-25655081 apho.del-mohfw@gov.in
17	Mrs. Neelam	Health Assistant	011-25655081 apho.del-mohfw@gov.in
18	Mr. Vimlesh K. Singh	Health Assistant	011-25655081 apho.del-mohfw@gov.in
19	Mr. Aman	Health Assistant	011-25655081 apho.del-mohfw@gov.in
20	Mr. Manish Kumar	Health Assistant	011-25655081 apho.del-mohfw@gov.in
21	Mr. Amit Kumar	Health Assistant	011-25655081 apho.del-mohfw@gov.in
22	Mr. Shiv Raj	Health Assistant	011-25655081 apho.del-mohfw@gov.in
23	Mr. Praveen Kumar	Health Assistant	011-25655081 apho.del-mohfw@gov.in
24	Mr. Gautam Kumar	Health Assistant	011-25655081 apho.del-mohfw@gov.in
25	Mr. Manjay Kumar Manjhi	Health Assistant	011-25655081 apho.del-mohfw@gov.in
26	Mr. Suresh Balmiki	Field Worker	011-25655081 apho.del-mohfw@gov.in
27	Mr. Sanjay Kumar	Field Worker	011-25655081 apho.del-mohfw@gov.in
28	Mr. Deepak Kumar	Field Worker	011-25655081

			apho.del-mohfw@gov.in
29	Mr. Lakshay Mann	Ward Boy	011-25655081 apho.del-mohfw@gov.in
30	Mr. Ravi Kumar	Ward Boy	011-25655081 apho.del-mohfw@gov.in
31	Ms. Poonam	MTS	011-25655081 apho.del-mohfw@gov.in

Director General of Health Services
Directorate General of Health Services ,
Ministry of Health & Family Welfare, Nirman Bhavan,
New Delhi – 110108
Phone : 011 23061438

Additional Director General (MH & IH)
Directorate General of Health Services ,
Ministry of Health & Family Welfare, Nirman Bhavan,
New Delhi – 110108
Phone : 011 23061806

CMO (NFSG) (PH/IH)
Directorate General of Health Services ,
Ministry of Health & Family Welfare, Nirman Bhavan,
New Delhi – 110108
Phone : 011 23062167

Director (A&V)
Directorate General of Health Services,
Ministry of Health & Family Welfare, Nirman Bhavan,
New Delhi – 110108
Phone : 011 23061015

Dy. Director (A&V)
Directorate General of Health Services ,
Ministry of Health & Family Welfare, Nirman Bhavan,
New Delhi – 110108
Phone: 011-23063203

1.9 Monthly Remuneration received by officers & employees including system of compensation[Section 4(1) (b) (x)]

1.9.1 List of employees with Gross monthly remuneration

<i>S. No</i>	<i>Name of the employee</i>	<i>Designation</i>	<i>Category of Appointment (SC/ST/OBC)</i>	<i>Pay matrix with pay level</i>	<i>Date of present posting at APHO, Delhi</i>	<i>Date of retirement</i>
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>
<i>1</i>	Dr. Binay Kumar	Airport Health Officer	<i>OBC</i>	<i>L-13 C-6</i>	<i>31.01.2020</i>	<i>31.01.2038</i>
<i>2</i>	Dr. Jyoti	PHS-1	<i>SC</i>	<i>L-13 C-4</i>	<i>18.04.2023</i>	<i>31.01.2049</i>
<i>3</i>	Dr. Sujata Arya	PHS-I	<i>SC</i>	<i>L-13 C-4</i>	<i>24.12.2014</i>	<i>31.10.2043</i>
<i>4</i>	Dr. Abhishek Kumar Srivastva	Sr. Medical Officer	<i>---</i>	<i>L-11 C-3</i>	<i>11.01.2023</i>	<i>31.12.2050</i>
<i>5</i>	Dr. Rohit Singh Parmar	Sr. Medical Officer	<i>---</i>	<i>L-11 C-3</i>	<i>05.12.2017</i>	<i>31.07.2055</i>
<i>6</i>	Dr. Kriti Seth	Sr. Medical Officer	<i>---</i>	<i>L-11 C-3</i>	<i>01.05.2017</i>	<i>30.09.2053</i>
<i>7</i>	Dr. Divya.O	Medical Officer	<i>OBC</i>	<i>L-10 C-3</i>	<i>24.02.2021</i>	<i>31.10.2060</i>
<i>8</i>	Vijay Kumar Giri	Health Inspector	<i>---</i>	<i>L-8 C-15</i>	<i>01.07.1980</i>	<i>28.02.2025</i>
<i>9</i>	Amrish Tyagi	Health Inspector	<i>---</i>	<i>L-6 C-7</i>	<i>01.02.2023</i>	<i>30.06.2043</i>
<i>10</i>	Dev Dutt Kashyap	Health Inspector	<i>OBC</i>	<i>L-6 C-7</i>	<i>01.02.2023</i>	<i>30.06.2050</i>
<i>11</i>	Manoj Kumar Tomar	LDC	<i>---</i>	<i>L-5 C-11</i>	<i>12.05.1994</i>	<i>31.07.2030</i>
<i>12</i>	Anil Kumar Sharma	Driver	<i>OBC</i>	<i>L-5 C-16</i>	<i>23.08.1995</i>	<i>31.01.2032</i>
<i>13</i>	Ghanshyam	Driver	<i>OBC</i>	<i>L-3 C-10</i>	<i>26.02.2007</i>	<i>31.07.2039</i>
<i>14</i>	Mahavir Singh	Health Assistant	<i>SC</i>	<i>L-4 C-17</i>	<i>27.02.1991</i>	<i>28.02.2025</i>

15	Ashok Kumar	Health Assistant	SC	L-4 C-16	26.02.1992	30.04.2029
16	Pan Singh Bisht	Health Assistant	---	L-3 C-20	04.07.2006	31.05.2030
17	Neelam	Health Assistant	OBC	L-2 C-16	27.02.2007	28.02.2036
18	Vimlesh Kumar Singh	Health Assistant	---	L-2 C-13	27.08.2007	31.12.2047
19	Aman	Health Assistant	OBC	L-2 C-16	24.08.2007	31.12.2047
20	Manish Kumar	Health Assistant	---	L-2 C-10	19.08.2013	28.02.2053
21	Amit Kumar	Health Assistant	---	L-2 C-10	19.08.2013	30.06.1954
22	Shiv Raj	Health Assistant	---	L-2 C-6	01.09.2021	28.02.2053
23	Praveen Kumar	Health Assistant	---	L-2 C-9	13.09.2021	31.12.2052
24	Gautam Kumar	Health Assistant	---	L-2 C-9	20.08.2014	31.03.2050
25	Manjay Kumar Manjhi	Health Assistant	---	L-2 C-9	25.08.2014	31.12.2053
26	Suresh Balmiki	Field Worker	SC	L-3 C-20	06.09.1999	31.01.2027
27	Sanjay Kumar	Field Worker	OBC	L-1 C-11	25.08.2014	31.05.2048
28	Deepak Kumar	Field Worker	SC	L-1 C-7	21.11.2017	31.12.2050
29	Lakshay Mann	Ward Boy	---	L-1 C-7	21.11.2017	31.12.2055
30	Ravi Kumar	Ward Boy	OBC	L-1 C-7	28.11.2017	31.05.2050
31	Poonam	MTS	---	L-1 C-3	23.08.2021	30.04.2053

1.9.2 System of compensation as provided in its regulations

Not applicable

1.10 Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]

1.10.1 Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority

1.10.2. Address, telephone numbers and email ID of each designated official

Central Public Information officers - Dr. Jyoti, PHS-I

APHO, Delhi
Contact No- 011-25655081
Mail I.D.- dr.jyoti@gov.in

Assistant Public Information - Dr. Kriti Seth, Medical Officer

APHO, Delhi
Contact No- 011-25655081
Mail I.D.- kriti.seth88@gov.in

Appellate Authority - Dr. Binay Kumar, CMO (NFSG)

APHO, Delhi
Contact No- 011-25655081
Mail I.D.- binay.kumar73@gov.in

1.11 No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2))

1.11.1) Pending for Minor penalty or major penalty proceedings

One

1.11.2) Finalised for Minor penalty or major penalty proceedings

Two

1.12) Programmes to advance understanding of RTI, (Section 26)

1.12.1) Educational programmes

Not Applicable

1.12.2) Efforts to encourage public authority to participate in these programmes

Not Applicable

1.12.3) Training of CPIO/APIO

Not Applicable

1.12.4) Update & publish guidelines on RTI by the Public Authorities concerned

Not Applicable

1.13) Transfer policy and transfer orders [F No. 1/6/2011- IR dt. 15.4.2013]

Being a Subordinate Office under the Directorate General of Health Services, MoHFW, following the transfer policy of Government of India

1) Dr Sanjay kumar ,Airport health officer ,APHO Delhi to DGHS Nirman Bhavan

2) Dr Naresh Jakkar ,CMO ,APHO Delhi to Cghs Delhi

3) Dr Rose M Simte ,Medical officer ,Apho delhi to Cghs Delhi

4) Dr Sujata Arya ,PHS I ,Apho Delhi to Dghs Nirman bhavan (Loan basis)

5) Dr Tarun kumar ,Airport health officer ,Apho delhi to CIP Ranchi

6) Sh Abhilash gaurav ,Health assistant ,Apho Delhi to RD Lucknow

7) Sh S N Pandey ,Health assistant ,Apho Delhi to RD lucknow

8) Tapar Mukherjee ,LDC ,APHO Delhi to Apho Kolkata

2) Budget and Programme

2.1) Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc

Budget Provision - BE 2023-24 in r/o APHO, Delhi under Demand No.46 Major Head 2210 Public Health 06,

S. No	Head of Account	Rupees (In thousands)
1.	SALARY (020001)	17500
2.	WAGES (020002)	10
3.	REWARDS (020005)	161
4.	MT (020007)	600
5.	ALLOWANCES (020007)	11000

6.	LTC (020008)	650
7.	TRAINING EXPENSE (020009)	50
8.	DTE (020011)	250
9.	OE (020013)	11800
10.	PRINTING & PUBLICATION (020016)	140
11.	DIGITAL EQUIPMENT (020019)	50
12.	M& S (020021)	1300
13.	FUELS & LUBRICANTS (020024)	270
14.	ADVERTISING & PUBLICITY (020026)	100
15.	MINOR CIVIL & ELECTRIC WORK (020027)	100
16.	PS (020028)	6000
17.	REPAIR & MAINTENANCE (020029)	250
18.	SAP (029649)	5
	TOTAL	50236

2.2) Foreign and domestic tours

2.2.1) Budget for Domestic travel Expenses (Allocated) Rs. In Thousands

Rs . 250 (in thousands)

2.2.2.) Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.

No Foreign tours or domestic tours undertaken by the official of this organization during the period 2022-2023

2.2.3) Information related to procurements

a) Notice/ tender enquiries, and corrigenda if any thereon,
GeM portal and open tender

b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured

Services

Eagle Security

Aadhar Security Services

Shakti Enterprises

Goods – Through GeM

c) The works contract concluded- in any such combination of the above- and Vajra Securities and Manpower Solution & JDVL

d)The rate/ rates and the total amount at which such procurement or works contract is to be executed.

- Aadhar security & facility solutions private limited –Total Contract value – Rs .8946013.78
- Vajra securities and manpower solutions –Total contract value – Rs 1522368.68
- JDVL organisation private limited –Total contract value –Rs 122451.39

2.3) Manner of execution of subsidy programme [Section 4(i)(b)(xii)]

Not Applicable

2.4) Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]

Not Applicable

2.5) Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]

Not Applicable

2.6) CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]

Nil

3) Publicity and Public interface

3.1) Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of Section 4(1)(b)(vii) [F. No. 1/6/2011- IR dt. 15.04.2013]

3.1.1) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens

Documents and Information related to Yellow Fever Vaccination, The Indian Aircraft (Public Health) rules, 1954 and International Health Regulation-2005

3.1.2) Arrangements for consultation with or representation by

a) Members of the public in policy formulation/ policy implementation

Not Applicable

b) Day & time allotted for visitors

Not Applicable

c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants

Central Public Information officers - Dr. Jyoti, PHS-I

APHO, Delhi

Contact No- 011-25655081

Mail I.D.- dr.jyoti@gov.in

apho.del-mohfw@gov.in

3.1.3) Public-private partnerships (PPP)

Being a Subordinate Office under the Directorate General of Health Services, no Public Private Partnership at local level so far.

3.2) Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]

Yes

3.3) Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]

Yes

3.3.1) Use of the most effective means of communication Internet (website)

To refer to the website: <https://ihpoe.mohfw.gov.in/> and <https://mohfw.gov.in/>
the email id: apho.del-mohfw@gov.in

3.4) Form of accessibility of information manual/ handbook[Section 4(1)(b)]

Being Subordinate office not published / prepared at local level but prepared/published at Central level and available for use in Digital Form from above mentioned websites.

3.5) Whether information manual/ handbook available free of cost or not

NA

4) E- Governance

S .No.	Item	Details of disclosure
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]	(i) English - Yes (ii) Vernacular/ Local Language - No
4.2	When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013]	Last date of Annual updation - Not applicable at local level
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available in electronic form To refer to the website https://ihpoe.mohfw.gov.in/ and https://mohfw.gov.in/ (ii) Name/ title of the document/record/ other information - Suo Moto Declaration Under Section 4 Of RTI Act 2005 - IHR 2005 - Indian Aircraft (Public Health) rules, 1954 (iii) Location where available https://ihpoe.mohfw.gov.in/ and https://mohfw.gov.in/
4.4	Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]	(i) Name & location of the facility Airport Health Organization, Delhi, New Building, Mahipalpur, On Approach Road to T-3 Opp. Toll Barrier, Near AAI Complex, New Delhi-110037 (ii) Details of information made available - Suo-moto Declaration Under Section 4 Of RTI Act 2005 - IHR 2005 - Indian Aircraft (Public Health) rules, 1954 - Yellow Fever Vaccination (iii) Working hours of the facility 0930 hrs to 1800 hrs Monday to Friday except gazetted Holidays (iv) Contact person & contact details (Phone, fax email) Medical Officer

Telephone: **011 25655081**
Email ; apho.del-mohfw@gov.in

4.5 Such other information as may be prescribed under section 4(i) (b)(xvii)

(i) Grievance redressal mechanism
Grievances received directly through post/Email/in Complaint Box or from Ministry and DGHS are processed as per the guidelines issued from time to time.

(ii) Details of applications received under RTI and information provided

S.N	RTI Applicant	Date of Receipt	Date of Reply
1.	Mr. Abhay Nitin Singh	09.02.2022	22.02.2022
2.	Mr. Sav Usmani	18.02.2022	08.03.2022
3	Smt. Rampati	20.04.2022	05.05.2022
4	Mr. Rajeev Verma	02.08.2022	22.08.2022
5	Mr. Amitava Dutta Roy	17.08.2022	22.08.2022
6	Mr. L.D Agarwal	05.09.2022	09.09.2022
7	Advocate Saurabh Sharma	23.09.2022	26.09.2022
8	Mr. Kota Venkateshwarla	10.10.2022	10.10.2022
9	Mr. Ashwin Radhkrishanan	20.10.2022	11.11.2022
10	Mr. Alex Tamang	14.11.2022	23.11.2022
11	Mr. Kaushik Shantilal Barot	14.11.2022	23.11.2022
12	Mr. Arsh	12.12.2022	02.01.2023
13	Mr. A.Vijay Kumar	28.12.2022	02.01.2023
15	Mr. Tejashwi Kumar Verma	15.06.2023	22.06.2023
16	Mr. Seema	15.06.2023	22.06.2023
17	Mr. Amit Kumar Soni	27.06.2023	27.06.2023
18	Mr. Tribhuvan Kuribagi	28.06.2023	30.06.2023
19	Mr. Rahul P	17.07.2023	18.07.2023

(iii) List of completed schemes/ projects/ Programmes
Not Applicable

(iv) List of schemes/ projects/ programme underway
Not Applicable

(v) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract

- Aadhar security & facility solutions private limited –Total Contract value –Rs .8946013.78
- Vajra securities and manpower solutions –Total contract value – Rs 1522368.68
- JDVL organisation private limited –Total contract value –Rs 122451.39

(vi) Annual Report

S. No.	Activities	TOTAL
1	Flights Arrived/ Inspected	36575
2	Aircrafts Disinsected	36575
3	Surveillance of International Passengers and Crew for YF	6802450
	a. Number of crew arrived	282519
	b. Number of passenger arrived	6519931
4	Quarantine of Passengers for YF	32
5	Yellow Fever Vaccinations	8260
6	Clearance of Dead Bodies	1588
7	VVIP Food Surveillance	135
	a. Food Sampling for International Tour (Indian VVIP)	13
	b. Head of Foreign State	5
	c. Food Sampling for Domestic tour (Indian VVIP)	117
8	Medical and Flight Emergencies	10
9	Vector Surveillance	98
10	Sanitary Inspection	98
11	Food Establishments Inspected	294

		<table border="1"> <tr> <td>12</td> <td>Water Sample Collected</td> <td>160</td> </tr> <tr> <td>13</td> <td>a. Training Activities/ Courses Performed</td> <td>5</td> </tr> <tr> <td></td> <td>b. No. of participants trained</td> <td>93</td> </tr> <tr> <td>14</td> <td>Other Specific Activities (Polio Vaccination)</td> <td>3230</td> </tr> <tr> <td>15</td> <td>Quarantine for PHEIC other than YF</td> <td>NA</td> </tr> </table>	12	Water Sample Collected	160	13	a. Training Activities/ Courses Performed	5		b. No. of participants trained	93	14	Other Specific Activities (Polio Vaccination)	3230	15	Quarantine for PHEIC other than YF	NA																																	
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		b) Result Framework Document (RFD) Not Applicable																																																
		c) Six monthly reports on the Performance against the benchmarks set in the Citizen's Charter Not evaluated																																																
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]	<p align="center">Details of applications received and disposed</p> <table border="1"> <thead> <tr> <th>S.N</th> <th>RTI Applicant</th> <th>Date of Receipt</th> <th>Date of Reply</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Mr. Abhay Nitin Singh</td> <td>09.02.2022</td> <td>22.02.2022</td> </tr> <tr> <td>2.</td> <td>Mr. Sav Usmani</td> <td>18.02.2022</td> <td>08.03.2022</td> </tr> <tr> <td>3</td> <td>Smt. Rampati</td> <td>20.04.2022</td> <td>05.05.2022</td> </tr> <tr> <td>4</td> <td>Mr. Rajeev Verma</td> <td>02.08.2022</td> <td>22.08.2022</td> </tr> <tr> <td>5</td> <td>Mr. Amitava Dutta Roy</td> <td>17.08.2022</td> <td>22.08.2022</td> </tr> <tr> <td>6</td> <td>Mr. L.D Agarwal</td> <td>05.09.2022</td> <td>09.09.2022</td> </tr> <tr> <td>7</td> <td>Advocate Saurabh Sharma</td> <td>23.09.2022</td> <td>26.09.2022</td> </tr> <tr> <td>8</td> <td>Mr. Kota Venkateshwarla</td> <td>10.10.2022</td> <td>10.10.2022</td> </tr> <tr> <td>9</td> <td>Mr. Ashwin Radhkrishanan</td> <td>20.10.2022</td> <td>11.11.2022</td> </tr> <tr> <td>10</td> <td>Mr. Alex Tamang</td> <td>14.11.2022</td> <td>23.11.2022</td> </tr> <tr> <td>11</td> <td>Mr. Kaushik Shantilal Barot</td> <td>14.11.2022</td> <td>23.11.2022</td> </tr> </tbody> </table>	S.N	RTI Applicant	Date of Receipt	Date of Reply	1.	Mr. Abhay Nitin Singh	09.02.2022	22.02.2022	2.	Mr. Sav Usmani	18.02.2022	08.03.2022	3	Smt. Rampati	20.04.2022	05.05.2022	4	Mr. Rajeev Verma	02.08.2022	22.08.2022	5	Mr. Amitava Dutta Roy	17.08.2022	22.08.2022	6	Mr. L.D Agarwal	05.09.2022	09.09.2022	7	Advocate Saurabh Sharma	23.09.2022	26.09.2022	8	Mr. Kota Venkateshwarla	10.10.2022	10.10.2022	9	Mr. Ashwin Radhkrishanan	20.10.2022	11.11.2022	10	Mr. Alex Tamang	14.11.2022	23.11.2022	11	Mr. Kaushik Shantilal Barot	14.11.2022	23.11.2022
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3	Smt. Rampati	20.04.2022	05.05.2022																																															
4	Mr. Rajeev Verma	02.08.2022	22.08.2022																																															
5	Mr. Amitava Dutta Roy	17.08.2022	22.08.2022																																															
6	Mr. L.D Agarwal	05.09.2022	09.09.2022																																															
7	Advocate Saurabh Sharma	23.09.2022	26.09.2022																																															
8	Mr. Kota Venkateshwarla	10.10.2022	10.10.2022																																															
9	Mr. Ashwin Radhkrishanan	20.10.2022	11.11.2022																																															
10	Mr. Alex Tamang	14.11.2022	23.11.2022																																															
11	Mr. Kaushik Shantilal Barot	14.11.2022	23.11.2022																																															

		12	Mr. Arsh	12.12.2022	02.01.2023
		13	Mr. A.Vijay Kumar	28.12.2022	02.01.2023
		15	Mr. Tejashwi Kumar Verma	15.06.2023	22.06.2023
		16	Mr. Seema	15.06.2023	22.06.2023
		17	Mr. Amit Kumar Soni	27.06.2023	27.06.2023
		18	Mr. Tribhuvan Kuribagi	28.06.2023	30.06.2023
		19	Mr. Rahul P	17.07.2023	18.07.2023
		(i) Details of appeals received and orders issued			
		1.	Mr. A.Vijay Kumar	11.01.2023	18.01.2023
4.7	Replies to questions asked in the parliament [Section 4(1)(d)(2)]	Details of questions asked and replies given Question During - 2022			
		S.No.	Question no Raised by	Received/Replied	
		1.	Lok Sabha unstarred question 2954 for 12.03.2021 raised by Sh. Ganesh Singh	Received on 03.06.2022 Replied on 07.06.2022	
		2.	Lok Sabha unstarred Question 10323 for 05.08.2022	Received on 27.07.2022 Replied on 28.07.2022	
		3.	Lok Sabha unstarred Question 3253 for 05.08.2022	Received on 01.08.2022 Replied on 01.08.2022	
		4.	Rajya Sabha Question S3886 for 22..03.2022	Received on 16.03.2022 Replied on 16.03.2022	

5) Information as may be prescribed

5.1) Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]

Name & details of

(a) Current CPIO & FAAs

1) Current CPIOs

S.No.	Particulars	Information
1.	Name of the Officer	Dr. Jyoti
2.	Designation	Public health specialist I
3.	Address	Airport Health Organization, Delhi, New Building, Mahipalpur, On Approach Road to T-3 Opp. Toll Barrier, Near AAI Complex, New Delhi-110037

4.	Telephone No	: 011 25655081
5.	Fax	-
6.	E-Mail	apho.del-mohfw@gov.in

2) Current FAAs

S.No.	Particulars	Information
1.	Name of the Officer	Dr.Binay kumar
2.	Designation	Airport Health Officer
3.	Address	Airport Health Organization, Delhi, New Building, Mahipalpur, On Approach Road to T-3 Opp. Toll Barrier, Near AAI Complex, New Delhi-110037
4.	Telephone No	011 25655081
5.	Fax	-
6.	E-Mail	apho.del-mohfw@gov.in

a) Earlier CPIOs & FAAs from 01/01/2015 to till date

S.N	Name of the CPIO at APHO, Delhi	Period
1.	Dr. Sujata Arya	2022
2.	Dr. Jyoti	15.05.2023 to till date

S.N	Name of the FAAs	Period
1.	Dr. Sujit Singh	01.01.2015 to 05.03.2018
2.	Dr. Deepak Sule	06.03.2018 to 15.04.2019
3.	Dr. P.K Sen	15.04.2019 to 22.01.2021
4.	Dr. Sudarshan Mandal	23.01.2021 to 21.04.2022
5.	Dr. Tarun Kumar	22.04.2022 to 14.05.2023
6.	Dr. Binay Kumar	15.05.2023 to till date

5.1.2) Details of third party audit of voluntary disclosure

Not done

(a) Dates of audit carried out

Not done

(b) Report of the audit carried out

Not done

**5.1.3) Appointment of Nodal Officers not below the rank of Joint Secretary/
Additional HoD**

Not Applicable

(a) Date of appointment

Not Applicable

(b) Name & Designation of the officers

Not Applicable

5.1.4) Consultancy committee of key stake holders for advice on Suo-Moto disclosure

No committee constituted; However Suo-Moto Disclosure prepared in Consultation with other officials of the organisation.

(a) Dates from which constituted

Not Applicable

(b) Name & Designation of the officers

Not Applicable

5.1.5) Committee of CPIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI

Not Applicable

(a) Dates from which constituted

Not Applicable

(b) Name & Designation of the Officers

Not Applicable

6. Information Disclosed on own Initiative

6.1) Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information

Suo-Moto Declaration Under Section 4 Of RTI Act

6.2) Guidelines for Indian Government Websites (GIGW) is followed (released in February 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievance and Pensions, Govt. Of India)

No Local website. Website run and maintained by DGHS.

6.2.1) Whether STQC certification obtained and its validity.

Not Applicable

6.2.2) Does the website show the certificate on the Website?

Not Applicable

