



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



1. Particulars of the Organisation:-

Airport Health Organisation, IGI Airport, New Delhi: It is the subordinate office of the Directorate General of Health services, Ministry of Health & Family Welfare, Govt. of India to ensure implementation of International Health Regulation and The Aircraft (Public Health) Rules in IGI Airport, New Delhi. This organization works under administrative and technical control of Public Health (International Health) section of Directorate General of Health Services, Nirman Bhawan, New Delhi.

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

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

C. Yellow Fever Vaccination Centre & Quarantine Hospital:
011-25652129

D. E-mail: aphopalam@gmail.com

VISION, MISSION AND 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.

BACKGROUND AND HISTORY OF APHO, NEW DELHI

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. The Primary objective of this organization is to prevent International Spread of Diseases from one country to another as per International Health Regulations of World Health Organization. This is achieved by Implementation of Following Acts/ Rules:-

1. **The Epidemic Disease Act.**
2. **The Indian aircraft Act, 1934.**
3. **IHR (2005).**
4. **The Indian Aircraft (Public Health) Rules 1954.**
5. **Food standards and safety authority of India Act, 2006.**

ACTIVITIES PERFORMED AT APHO, DELHI

1. Surveillance of International Passengers and Crew for yellow fever disease--

As per the standard procedure all the incoming international passengers of all International flights are screened by the immigration officials for history of travel to yellow fever endemic countries within last 6 days of arriving in India. Thereafter all the passengers who have embarked from or have transited through the yellow fever endemic countries are screened for having proper protection against yellow fever. The Immigration officials are being trained by the Medical Officers of APHO, Delhi on regular basis for this purpose.

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.

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.

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 1& 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 WIP 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.

Budget Provision - BE 2021-22 in r/o APHO, Delhi under demand No. 42 (Non-Plan/Plan) Major Head 2210 Public Health 06

S. No	Head Of Account	Rupees (In thousands)
1.	Salary	25000
2.	MT	300
3.	Wages	10
4.	OTA	--
5.	DTE	100
6.	OE	5450
7.	PS	15000
8.	M &S	1600
9.	Swatchhta Action Plan (SAP)	---

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

Tel. Phone -011 - 25655081

E-Mail : aphopalam[at]gmail[dot]com

ORGANOGRAM

Airport Health Officer



CMO/ PHS-II/SMO/MO



Administrative Office

LDC

Driver

MTS

Yellow Fever Quarantine Centre

Staff Nurses

Health Assistant

Ward Boy

MI Room

Health Inspector

Health Assistant

Field Worker

ADDRESS AND CONTACT DETAILS :

Administrative Office

Airport Health Organization, Delhi, New Building, Mahipalpur, On Approach Road to T-3
Opp. Toll Barrier, Near AAI Complex, New Delhi-110037

Tel. Phone -011 - 25655081

E-Mail : [aphopalam\[at\]gmail\[dot\]com](mailto:aphopalam@gmail.com)

Yellow Fever Quarantine and Vaccination Centre

Address: As above

Tel. Phone -011 – 25652129

E-Mail : [aphopalam\[at\]gmail\[dot\]com](mailto:aphopalam@gmail.com)

Vaccination Timing (Yellow Fever & Polio Vaccine): 11:30 AM – 1:30 PM

Standard Procedure – A. Online registration - via e-mail for particular date.

Registration for a particular date is closed 24 hrs. before vaccination or even before more than 24 hrs. (In case of weekends Saturday & Sunday or Gazette holiday, last working day will be closing day for e-mail registration).

B. Offline registration-only- first 50 person /per day (first come first serve basis)

Registration Time: - 10AM to 12 PM

DAYS: - MONDAY, TUESDAY, THURSDAY & FRIDAY

Sufficient number of persons are required in the last batch as per the availability of the 5 dose/ 10 dose vial and it will be opened only when sufficient number of vaccinee will be available.

FEE - Rs.300/- FOR ONE VACCINE.

- **As per the directives of Govt. of India, no cash payment for Vaccination Fee shall be accepted at Airport Health Organization, Delhi.**

PROCEDURE FOR ONLINE/ OFFLINE PAYMENT THROUGH NTRP PORTAL

You are requested to make the advance online/ offline payment for Yellow Fever Vaccination on the NTRP Portal - bharatkosh.gov.in and please follow the given below procedure for making the online/ offline payment:-

1. Firstly, You need to visit on the NTRP Portal - bharatkosh.gov.in then you need to click on the "Quick Payment" on the home page of NTRP Portal.
2. Then, you need to choose select "017-Health and Family Welfare" in the "**Ministry/ Department**" Field.
3. Then, you need to select " Yellow Fever Vaccination From (APHO) DELHI" in the "**Purpose**" Field.
4. The payment can be made online directly at the portal itself or offline at your Bank Branch through Deposit Slip generated at the portal.

NOTE: You need to bring the proof/ receipt of this online/ offline payment while coming for the vaccination.

If you are not feeling well like having Fever, Cold & Cough etc., then please do not come for vaccination.

***Wearing Mask is mandatory.**

For further information, you may see the User Guide & help, FAQ and the Refund Policy hyperlink at the portal.

It is essential to have copy of the receipt of payment of Vaccination Fee through NTRP Portal in hand to get the entry into the building for vaccination purpose.

VALIDITY OF THIS VACCINATION:- For the life of the person from the 10th day of the date of vaccination*

(NOTE: If Yellow Fever Vaccination taken earlier, the same certificate will be valid for life time & it is not mandatory to take another dose.)

MANDATORY REQUIREMENT – Original Passport/ valid travel document/ copy of passport with Visa slip/ if passport under process of Visa on the date of vaccination.

APHO, Delhi is also functioning as quarantine center for yellow fever and other disease, if any notified from time to time by the MOHFW.

Condition for Quarantine for Yellow Fever-

a. Passengers embarked from or have transited through the yellow fever endemic countries (list is available on website) without proper vaccination or

b. Invalid Vaccination certificate for YF.

Quarantine period: 6 days (from the date and time of leaving the YF affected country).

Stay and travel Charges: to be borne by the traveler or carrying airline at Govt. prescribed rate.

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.

List of HODs of APHO, Delhi

Airport Health Officer

<u>Name</u>	<u>Period</u>
1. Dr. T.Verghese	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 till date

STAFFING PATTERN OF APHO, DELHI

GROUP		TOTAL SANCTIONED STRENGTH	FILLED POST	VACANT	VACANT SINCE
Group 'A'	APHO	01	01	-	-
	PH. Spl.-II	01	01	-	-
	CMO/SMO/MO	05	04	01	-
Group 'B'	Health Inspector	03	01	02	1. 01 Posts vacant since 31.05.2016 2. 01 Post vacant since 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	04	01	01 post FW vacant w.e.f. 01.10.2019
	Ward Boy	02	02	0	
	Driver	02	02	0	
	MTS	01	0	01	01 post Peon/MTS vacant w.e.f 01.01.2020

Incumbency Position at Airport Health Organization, New Delhi

<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>
1	Dr. Tarun Kumar	Airport Health Officer, APHO, Delhi	OBC	L-13 Cell-10	01.02.2017	31-01-2035
2.	Dr. Binay Kumar	CMO (NFSG) APHO, Delhi	OBC	L-13 Cell-4	31.01.2020	31.01.2038
3.	Dr. Sujata Arya	Public Health Specialist -II, APHO, Delhi	SC	L-12 Cell-12	24.12.2014	31-10-2043
4	Dr. Kriti Seth	Medical Officer APHO, Delhi	—	L-10 Cell-4	01.05.2017	30.09.2053
5.	Dr. Rohit Singh Parmar	Medical Officer APHO, Delhi	—	L-10 Cell-4	05.12.2017	31.07.2055
6.	Dr. Divya.O	Medical Officer APHO, Delhi	OBC	L-10 Cell-1	24.02.2021	31.10.2060
7	Sh. Vijay Kumar Giri	Health Inspector APHO, Delhi	—	L-8 Cell-12	01.07.1980	28-02-2025
8	Mr. Manoj Kumar Tomar	LDC, APHO, Delhi	—	L-5 Cell-11	12.05.1994	31-07-2030
9	Mr. Anil Kumar Sharma	Driver, APHO, Delhi	OBC	L-5 Cell-13	23-08-1995	31-01-2032
10	Mr. Ghanshyam	Driver, APHO, Delhi	OBC	L-3 Cell-8	26-02-2007	31-07-2039
11	Mr. Kuldeep Singh	Field Worker, APHO, Delhi	—	L-4 Cell-17	24-08-1984	31-10-2022
12	Mr. Mahavir Singh	Field Worker, APHO, Delhi	SC	L-3 Cell-18	27.02.1991	28-02-2025
13.	Mr. Ashok Kumar	Field Worker, APHO, Delhi	SC	L-3 Cell-18	26.02.1992	30-04.2029
14	Mr. Suresh Balmiki	Field Worker, APHO, Delhi	SC	L-3 Cell-17	06.09.1999	31-01-2027
15	Mr. Pan Singh Bisht	Field Worker, APHO, Delhi	—	L-3 Cell-17	04.07.2006	31-05-2030
16	Smt. Neelam	Field Worker, APHO, Delhi	OBC	L-2 Cell-13	27.02.2007	28-02-2036
17	Mr. Vimlesh Kumar	Field Worker, APHO, Delhi	—	L-2 Cell-13	27-08-2007	31-12-2047

18	Mr. Aman	Field Worker, APHO, Delhi	OBC	L-2 Cell-13	24-08-2007	31-12-2047
19	Mr. Manish Kumar	Field Worker, APHO, Delhi	—	L-1 Cell-9	19-08-2013	28-02-2053
20	Mr. Amit Kumar	Field Worker, APHO, Delhi	—	L-1 Cell-9	19-08-2013	30-06-2054
21	Mr. Abhilash Gaurav	Field Worker, APHO, Delhi	—	L-1 Cell-8	25-08-2014	31-05-2054
22	Mr. Sumitra Nandan Pandey	Field Worker, APHO, Delhi	—	L-1 Cell-8	25-08-2014	31-12-2052
23	Mr. Gautam Kumar	Field Worker, APHO, Delhi	—	L-1 Cell-8	20-08-2014	31-03-2050
24	Mr. Sanjay Kumar	Field Worker, APHO, Delhi	OBC	L-1 Cell-8	25-08-2014	31-05-2048
25	Mr. Manjay Kumar Manjhi	Field Worker, APHO, Delhi	—	L-1 Cell-8	25-08-2014	31-12-2053
26	Mr. Deepak Kumar	Field Worker, APHO, Delhi	SC	L-1 Cell-4	21.11.2017	31.12.2050
27	Mr. Lakshay Mann	Ward Boy APHO, Delhi	—	L-1 Cell-4	21.11.2017	31.12.2055
28	Mr. Ravi Kumar	Ward Boy APHO, Delhi	OBC	L-1 Cell-4	28.11.2017	31.05.2050

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

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.

Statement of the categories of documents under control (Section 4(1)(b)(vi)):

I. Documents related to substantive functions :-

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

II. Administrative and financial records: All records maintained for Establishment and accounts management as prescribed under relevant rules.

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).

Process of Decision Making

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

Directly apply online on
the FoSCoS Portal of FSSAI



Forwarded to APHO online



Scrutiny /Checking of the documents & point out
deficiency if any.



Issue of license on the basis of submitted
inspection report



Inspection of the outlet

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

Central Public Information officers -Dr. Sujata Arya, Public Health Specialists -II

APHO, Delhi

Contact No- 011-25655081

Mail I.D.- sujata.arya@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. Alok Mathur, Additional DDG (IH)

Directorate General of Health Services

Ministry of Health & Family Welfare

Nirman Bhawan, New Delhi

Contact No- 011- 23061268

Mail I.D- mathur.alok29@nic.in

Airport Health organization, Delhi-Citizen Charter

Service Provided-

1. Vaccination (for yellow fever & other disease as directed by Govt. of India)
2. Surveillance of International Passengers and Crew for yellow fever disease (& other disease as directed by Govt. of India)
3. Quarantine (For Yellow Fever & Other Public Health emergencies of international concern)
4. Public Health clearance of dead body/human remains.
5. Food Safety Licensing & Surveillance (Under FSSAI Act & Rules) of the Food Outlets located at IGI Airport Delhi.