

## CITIZEN CHARTER

### Introduction

#### ❖ **Port Health Organisation, Kandla:-**

**The Port Health Organization, Kandla** was established in the year 1957 as a Subordinate Office of the Directorate General of Health Services under the administrative control of the Ministry of Health & Family Welfare. The office commenced functioning with Anti-Mosquito work, which was taken over from the local port authorities. Kandla Seaport in Gujarat is the major planned Seaport in India and ranked at number one position in the cargo handling for the last 7-8 years. The Port is getting an average of 200 ships in a month. There are about 68 minor ports in Gujarat out of which 10 -15 minor ports are very active and needs continuous monitoring.

#### Address:

#### Contact No & E-mail

<b>Administrative Office and Yellow Fever Vaccination Centre</b>	Port Health Organisation, Kandla 1 Port Health Organisation, Kandla, Near "Nirman" Building of Deendayal Port Authority, Kandla Port, P.O. New Kandla, Dist. Kutch, Gujarat. Pin Code -370210 <b>Contact No:</b> PH: 02836-270189, 2070220, <a href="mailto:pho.kandla-mohfw@gov.in">pho.kandla-mohfw@gov.in</a>
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#### ❖ **Vision Mission and Key Objectives**

Consequent upon adoption of new International Health Regulation (IHR 2005), many specific functions were mandated for member countries. IHR requirements 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 Port 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 response being Early Warning System, creating awareness among people, training and education, information communication and extension methodology, screening at POEs, vector surveillance and Inter sectorial coordination & collaboration.

❖ **List of Doctors**

Sr.No.	Name	Designation	Contact number
1.	Dr.Sunilkumar K. Prajapati	Port Health Officer	9898838827

❖ **Functions & Duties Performed by Port Health Organisation, Kandla:**

The PHO Kandla is catering the services viz.

- Inspection of the ships for the issuance of full term Ship Sanitation Control Exemption Certificate/SSCC/Extension.
- Inspection of Medicine Chest.
- Inspection of provision and water on ships.
- Screening of the crew members.
- General sanitary condition of the ships, medical advice.
- Dead body clearance.
- Quarantine services at various minor ports of Gujarat.
- Yellow fever vaccinations and OPV to the international travelers.
- Issuance of licenses and inspection of food catering establishments inside the port limits.
- Acting as a Designated Officer and food Safety Officer under FSSAI act & rules,
- Vector control measures and general sanitary condition of the port and its surrounding areas within 400 Mtrs.,

**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. PHO/Nominated official monitors Grievance redressal mechanism. Feedback Registers is being placed on each Yellow fever vaccination day to address the grievances with regards to vaccination.

Grievances can be redressed by approaching following authority

- (A) Dr. Sunilkumar K. Prajapati,  
Port Health Officer,  
Port Health Organisation, Kandla.
- B). PH (IH) Section,  
Directorate General of Health Services, Nirman  
Bhavan,  
Ministry of Health and Family Welfare, Govt. of India

**RTI** - Designated central public information officers will provide reply to RTI from time to time.  
Kindly visit the link: <https://ihpoe.mohfw.gov.in>




Port Health Organisation, Kandla Provides following Services:-

SI No	Activity	Day / Date and Time	Location	Procedure & user charges
1	<b>Yellow Fever Vaccination</b>	Thursday Only (Except gazette/Govt. holidays)) Vaccination Timings 09:00 am-01:00 pm	Yellow Fever vaccination centre, Kandla.	Spot Registration on Thursday Timing 0900:0930 <b><u>Cost -Rs :300/- per person.</u></b>
2	<b>Yellow fever card renewal/ duplicate card</b>	Monday to Friday	Yellow Fever vaccination centre, Kandla.	<b>Request letter and Old Yellow Fever Vaccination card</b> <b>Timing:- 0930 am- 0530 pm</b> <b>Cost – Free of charge.</b>
3	<b>Vector surveillance</b>	From Monday to Friday	Port premises &400m radius	Not Applicable.
4	<b>Public health clearance of human remains</b>	As and when required	-	-
5	<b>Ship inspection and passenger surveillance</b>	24 hours, all 7 days of week	Kandla Port and Other minor ports during PHIEC	--
6	<b>Ship clearance (pratique and sail out clearance)</b>	24 hours, all 7 days of week	NLP portal only <a href="https://nlpmarine.gov.in/">https://nlpmarine.gov.in/</a>	NLP portal only <a href="https://nlpmarine.gov.in/">https://nlpmarine.gov.in/</a>
7	<b>Ship sanitation inspection and certification</b>	All days	On board the ship	Certificate will be issued at the administrative office of PHO. Fees to be remitted through Bharatkosh/ Cash by the shipping agents.
8	<b>Extension to ship sanitation control exemption certificate</b>	All days	Administrative office of PHO	Request letter for extension along with original SSCEC, Issued at free of cost.
9	<b>Medicine chest certification for ships</b>	All days	On board the ship.	Certificate will be issued free of cost.

10	<b>Food and water safety surveillance at Port</b>	From Monday to Friday for licensing and as and when required.	Food outlets at Kandla Port.	@ the rate of central licensing by FSSAI
11	<b>Protocol Duty</b>	As and when required		
12	<b>Training and Coordination</b>	As and when required		
13	<b>Yellow Fever Training</b>	As and when required		
14	<b>Implementing public health measures during PHEIC</b>	As and when required		



  
 (Dr. S.K. Prajapati)  
 Port Health Officer, Kandla  
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