

## RIGHT TO INFORMATION ACT, 2005

**17 Items (manuals) prescribed in clause (b) sub-section 1 of section 4, which every public authority is required to publish:**

### **1.The Particulars of Min. of Health & Family Welfare's functions & duties:**

Regional Office for Health and Family Welfare, Bangalore is a subordinate office headed by the Regional Director under the administrative control of Min. of Health and Family Welfare/Directorate General of Health Services, Govt. of India. It consists of five units i.e., Family Welfare, Evaluation Team, National Vector Borne Diseases Control Programme, MOFRS under NVBDCP and Field Survey Unit. The functions of each unit is as follows:

- i) **Family Welfare**: It comes under the direct supervision of the Senior Regional Director. The functions of this unit is supervision, liason, and coordinating work for the various National Health and Family Welfare Programmes with State Government (Karnataka).
- ii) **Evaluation Team** : It consists of Evaluation Assistants under the direct supervision of Evaluation Officer . The Evaluation team evaluates the progress and achievements of the Family Welfare and MCH programmes in the state of Karnataka and Andhra Pradesh.
- iii) **FIELD SURVEY UNIT**: This unit is headed by Deputy Director who is assisted by Statistical Assistants and computers. This unit conducts surveys and studies in the State of Karnataka to collect specific information with regard to shortfalls in implementation of Health & Family Welfare programmes in order to initiate timely corrective measures. This unit also conducts studies with regard to health problems of the region with special reference to the health problems of backward and tribal communities. This unit provides training for para-medical staff as and when the Central Bureau of Health Intelligence allots the trainings.
- iv) **National Vector Borne Diseases Control Programme**: It is under supervision of Chief Medical Officer. The Chief Medical Officer is assisted by Research Assistant, Senior/Junior Technicians, and Insect Collectors. This unit undertakes cross-checking of blood smears, takes up entomological work and assists in the training programme of vector bone diseases medical and para-medical staff of Government of Karnataka.

- v) **MOFRS:** This unit is headed by Research Officer and he is assisted by Lab. Assistants. This unit conducts drug sensitivity studies for P.falciparum and P.vivax in the State of Karnataka, Tamil Nadul, Kerala, Goa and Union Territories of Pondicherry and Lakshadweep. It also involved with many field operations research activities including epidemiological investigations. The team also conducts malaria clinic and also assists in cross checking of blood smears.

## **2. Powers and duties of its Officers and employees:**

As per instructions from Ministry/DGHS, the Senior Regional Director/ Concerned Section Officers are empowered to make their programmes within their jurisdiction. Regarding their duties, all are discharging their respective duties as stated in item No.1.

## **3.The Procedures followed in the decision making process, including channels of supervision and accountability.**

### **i)Administration:**

LDC - UDC - Head Clerk - Evaluation Officer – R.O. - CMO - Dy. Director

Research Officer – Chief Medical Officer – Senior Regional Director – Director CBHI – Director NVBDCP – DGHS

### **ii) Technical :**

**NVBDCP:** Jr. Techn. / Lab. Asstt. – Research Assistant –Research Officer (Medical) – Chief Medical Officer – Senior Regional Director – Director NVBDCP.

**Field Survey Unit :** Computer- Statistical Assistant-Deputy Director - Senior Regional Director - Director CBHI.

**Evaluation Team:** Evaluation Assistant-Evaluation Officer – Senior Regional Director- Chief Director Evaluation.

## **4. The norms set by it for the discharge of its functions;**

As per instructions / Guidance received from the DGHS/National Programme Directors from time to time.

**5. The rules, regulations, instructions, manuals and records, held by Min. of Health & Family Welfare or under its control or used by its employees for discharging its functions.**

This office follows CCS Rules/DOPT order from time to time in all service matters and technical guide lines/ Policy directions received from the Govt. of India, MOH&FW/DGHS/Programme Directors at National level for Technical activities.

**6. Statement of the categories of documents that are held by Ministry of Health & Family welfare or under its control.**

Service Registers, Personal files of officers/staff, Confidential reports of Family Welfare and Field Survey Unit Staff. NVBDCP, MOFRS confidential report to Delhi. Files of Administration, accounts, stores sections, monthly quarterly report of expenditure, monthly and quarterly report of technical review from the state/District/PHCs in Karnataka State review report Quarterly/Annually being sent to DGHS/Ministry and other Directorates concerned..

**7.The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation thereof;**

This office does not have direct contact with public. Hence there is no particular arrangement for consultation/representation by the public. This office follows the guidelines of Ministry of Health and Family Welfare in policy matters.

**8. Boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;**

Since this office doesn't have direct contact with the Public, no such bodies are existing.

**9. A directory of its officers and employees**

1	Dr.K.Ravi Kumar, Chief Medical Officer	No.1049, 14th Main, Srinagar, Bangalore – 50
2	Sri.Srirangappa, UDC-C-C	No.33 A, Jagadamba Nilaya, Narayanappa Layout, Near Poorna Pragna Widia School, Vidyanagar, Bagalgunte Village, Bangalore – 73
3	Sri.S.Pradeep Kumar, LDC	Block No10, No.118 CPWD Quarters, Koramangala Bangalore.
4	S.Lakshmi, Stenographer	No.A - 42, Block -2, Type – I, CPWD Quarters, Bangalore- 560 017
5	Smt.M.Kavitha, Sr. Technician	No.50, 3rd Main, Shakambri Nagar, Sarakki Extension, J.P.Nagar Post, Bangalore. Phn. 9341259149
6	Sri.S.R.Raju, Jr. Technician	No.127, 9 <sup>th</sup> Block, CPWD Quarters, HSR Layout, Bangalore – 560 034. Phn. 9844373100
7	Sri.H.K.Narayanappa, Insect Collector	No.73 P (1508), Ist Cross, Sharadhanagar, Chunchaghatta Main Road, Konanakunte Post, Bangalore –68
8	Sri.P.Diwakar, Insect Collector	No.1074,3 <sup>rd</sup> Cross, NGOs Colony, Kamalanagar, Bangalore – 560 079. Phn. 23288307.
9	Sri.R.Jayakrishna, Driver	No.312 B- 27th Block,2nd Floor, CPWD Quarters, Bangalore –34
10	Sri.K.Raju, Chowkidar	No.50, Block V, type I, CPWD Quarters, Koramangala, Bangalore – 34
11	Sri.P.Narayanappa, Safaiwala	S/o.Puttappa, D.No.4659, Behind Ganesha Temple, Harikatha Street, Begur, Bangalore-68
12	Dr.C.Nagaraj, Research Officer (M)	No.34, Sajjan Road, V.V.Puram, Bangalore -04
13	Smt.K.N.Kamalakshi, Stenographer	No.309, 22nd Block, Type - III, CPWD Quarters, H.S.R.Layout, Bangalore – 34
14	Sri.C.B.Gangadharaiiah Lab. Assistant	No.8/36, 3rd Cross, Jai Maruthi Nagar, Nandini Layout, Bangalore - 560 096
15	Sri.S.Gururaja Rao, Lab. Assistant	No.309, 22nd Block, Type - III, CPWD Quarters, H.S.R.Layout, Bangalore – 34
16	Sri.K.Ekantham, Lab. Assistant	No.29, 3rd Cross, 6th Block, Rajaji Nagar, Bangalore – 10
17	Smt.C.Padma, Lab. Assistant	No.425, 'Srirama' 8th 'A' Main, I <sup>st</sup> 'C' Cross, III <sup>rd</sup> Stage, IV Block, Basaveshwara Nagar Bangalore-79.
18	Sri.J.N.Narasimha Murthy, Lab. Assistant	H-5, Block-H, Vijayanagar, Bangalore
19	Sri.K.Siddartha Reddy, Lab. Assistant	No.409, Block No.-29 Type-III, CPWD Quarters, H.S.R.Layout, Bangalore-34..

20	Sri.T.Mir.Waheeduddin, Lab. Assistant	No.4, Marappa Thota,3rd Cross, H.C.Nagar, Bangalore - 560 006
21	Sri.R.Srinivas, Driver	No.123, 9th Block, II Floor, Type - II, CPWD Quarters, H.S.R. Layout, Bangalore - 34.
22	Sri.N.Joseph Surendra, Peon	A-27, CPWD Quarters, Ist Floor, Domlur-71
23	Sri.J.V.Basavanthappa, Evaluation Officer	No.C-241, Block-23, CPWD Quarters, Koramangala, Bangalore - 560 034.Phn. 25505611
24	Sri.M.Kumar, Head Clerk	No.671, Block No-45, Type-III, CPWD Quarters, H.S.R. Layout, Bangalore-34.
25	Sri.M.Ishwari, Technical Assistant	No.37/1, Sambrama, Ist Floor, Devanathachar Street, 5th Main, Chamrajpet, Bangalore - 560 018.
26	Sri. B.Rangaswamy, Evaluation Assistant	No.304, 22 <sup>nd</sup> Block, C.P.W.D.Quarters, H.S.R.Layout, Bangalore-34.
27	Sri.S.Raghavendra Bhat, Evaluation Assistant	No.666, Block -45, CPWD Qrs,HSR Layout, Bangalore - 560 034. Phn. 25729361
28.	Sri.Saji George, Deputy Director	Quarter No.19, Type-D, CPWD Quarters, Domlur, Bangalore-71
29	Sri.H.T.Chandrashekara iah, UDC	No.191, 10th Block, CPWD Quarters, Domlur, Bangalore - 71. Phn. 25358470
30	Smt.B.H.Radha Devi, Statistical Assistant	No.F-4, Block F, CPWD Quarters, Vijayanagar, Bangalore
31	Sri.Vigneshwar Maiya, Statistical Assistant	No.72, Sri Vigneshwar Maiya, Magadi Main Road, Agrahara Dasara halli, Bangalore – 79
32	Sri.T.J.Caverappa, Computer	30/1, Kamala Nilaya, 2 <sup>nd</sup> Main, 2 <sup>nd</sup> Cross, Govindarajnar, Vijayanagar, Bangalore – 40
33	Sri.H.Manjappa, Computer	No.639, Type III, CPWD Quarters, H.S.R.Layout, Bangalore.
34	Sri.S.Cheluvvaraju, Driver	No.187, Type-I, CPWD Quarters, Koramangala, Bangalore - 34.
35	Sri.Narasimha Murthy, Peon	25/2, Ist Cross, 9th Main Road, J.C.Nagar, 60 feet Road, Kurubarahalli, W.D.Road, Bangalore - 86.

**10) Monthly remuneration received by each of its officers and employees including the system of compensation as provided in its regulation.**

**Officers:**

Sl. No	Name of the Officers	Designation of the Officers	Monthly Remuneration
1	Dr.K.Ravi Kumar,	Chief Medical Officer	Rs.60,283/-
2	Sri.J.V.Basavanthappa	Evaluation Officer	Rs.22,537/-
3	Dr.C.Nagaraj	Research Officer	Rs.49,747/-
4	Sri.Saji George	Deputy Director	Rs.27,261/-

**Staff ( Section wise) Family Welfare**

Sl. No	Name & Designation of the employees	Remuneration
1.	Sri.M.Kumar, Head Clerk	Rs.13,588 /-
2.	Smt.M.Ishwari, Technical Assistant	Rs.18,227/-
3.	Sri.B.Rangaswamy, Evaluation Assistant	Rs.17,957/-
4.	Sri.S.Raghavendra Bhat Evaluation Assistant	Rs.16,563/-

**NVBDCP (Non Plan)**

Sl. No	Name & Designation of the Employees	Remuneration
1.	Sri.Srirangappa, UDC-Cum-Computor	Rs.13,300/-
2	Ms.S.Lakshmi, Stenographer	Rs.10,975/-
3	Sri.S.Pradeep Kumar, LDC	Rs.7,937/-
4	Smt.M.Kavitha, Senior Technician	Rs.14,728/-
5	S.R.Raju, Junior Technician	Rs.11,665/-
6.	H.K.Narayanappa, Insector Collector	Rs,12,989/-
7	Sri.T.Mir waheeduddin, Lab. Assistant	Rs.13,915/-

8	Sri.R.Jaya Krishna, Driver	Rs.9,301/-.
9	Sri.K.Raju, Chowkidar	Rs.8,622/-
10	Sri.P.Narayanappa, Safaiwala	Rs.9,258/-

**NVBDCP (Plan)**

<b>Sl. No</b>	<b>Name &amp; Designation of the Employee</b>	<b>Remuneration</b>
1	Smt.K.N.Kamalakshi, Stenographer	Rs.13.513/-
2	Sri.C.B.Gangadharaiah, Lab. Assistant.	Rs.15.967/-
3	Sri.S.Gururaja Rao, Lab. Assistant	Rs.13,457/-
4	Sri.Ekantham, Lab. Assistant	Rs.16,067/-
5	Sri.C.Padma, Lab. Assistant	Rs. !6,047/-
6.	Sri.J.N.Narasimha Murthy, Lab. Assistant	Rs.13,357/-
7.	Sri.K.Siddartha Reddy, Lab. Assistant	Rs.13,034/-
8.	Sri.P.Diwakar, Insect Collector	Rs.10,163/-
9.	Sri.R. Srinivas, Driver	Rs.12,999/-
10	Sri.N.Joseph Surendra, Peon	Rs.8.,229/-

**Field Survey Unit:**

<b>Sl. No.</b>	<b>Name &amp; Designation of the Employee</b>	<b>Remuneration</b>
1	Sri.H.T.Chandrashekaraiiah, L.D.C.	Rs.10,727/-
2	Smt.B.H.Radha Devi, Statistical Assistant.	Rs.16,474/-
3	Sri.Vigneshwar Maiya, Statistical Assistant.	Rs.19,894/-
4	Sri.T.J.Caverappa, Computor.	Rs.16,303/-

5	Sri.Manjappa, Computor.	Rs.13,513/-
6	Sri.S.Cheluvvaraju, Driver	Rs.9.790/-
7	Sri.Narasimha Murthy, Peon.	Rs.10,577/-

**11. The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursements made:**

Details of information for the year 2007-08 is furnished (section wise) :-

**RHO-Family Welfare -Plan**

Sl. No.	Sub-head	Budget allotted	Expenditure Upto March.2008	Balance available
1	Salary	30,00,000	11,31,823	18,68,177
2	OTA	5,000	Nil	5,000
3	M.R.	1,25,000	19,003	1,05,997
4	T.E.	4,00,000	3,94,331	5,669
5	O.E.	3,00,000	2,79,168	20,832
	<b>Total</b>	<b>38,30,000</b>	<b>18,24,325</b>	<b>20,05,675</b>

**NVBDCP – Non-Plan**

Sl. No.	Sub-head	Budget allotted	Expenditure Upto March 08	Balance available
1	Salary	23,00,000	22,73,353	26,647
2	Wages	5,000	Nil	5,000
3	T.E.	1,75,000	1,72,961	2,039
4	O.E.	1,00,000	90,384	9,616
5	O.T.A.	5,000	2,071	2,929
6	M.V.	75,000	34,475	40,525
7	MR	2,00,000	23,823	1,76,177
	<b>Total</b>	<b>28,60,000</b>	<b>25,97,067</b>	<b>2,62,933</b>



**NVBDCP - Plan**

Sl. No.	Sub-head	Budget allotted	Expenditure Upto March 08	Balance available
1	Salary	23,00,000	21,19,085	1,80,915
2	Wages	5,000	Nil	5,000
3	T.E.	2,50,000	1,90,780	59,220
4	O.E.	2,50,000	2,45,547	4,453
5	O.C.	1,00,000	Nil	1,00,000
6	M.V.	1,50,000	1,21,438	28,562
7	MR	1,00,000	97,437	2,563
	<b>Total</b>	<b>31,55,000</b>	<b>27,74,287</b>	<b>3,80,713</b>

**Field Survey Unit**

Sl. No.	Sub-head	Budget allotted	Expenditure Upto March.08	Balance available
1	Salary	19,00,000	14,02,487	4,97,513
2	M.R.	45,000	6,151	38,849
3	O.T.A.	5,000	3,350	1,650
4	T.E.	1,00,000	84,799	15,201
5	O.E.	1,50,000	1,45,622	4,378
6	Pub.	50,000	44,500	5,500
7	OAE	4,65,000	2,41,136	2,23,864
8	M&E	1,00,000	98,280	1,720
	<b>Total</b>	<b>28,15,000</b>	<b>20,26,325</b>	<b>7,88,675</b>

**12. Execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes**

Not particularly applicable to this office

**13. Particulars of recipients of concessions, permits or authorizations granted by the Ministry.**

Not particularly applicable to this office

14. Details in respect of the information, available to or held by, reduced in an electronic form. Monthly, quarterly and annual reports of certain Health Programme

**Not particularly applicable to this office.**

**15. The particulars of the facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.**

Not applicable.

**16) The names, designation and other particulars of public information officers:**

**Dr.C.Nagaraj, Research Officer(M), Contact No.25537310/25537688**

**Fax-25539249 e.mail Id: [C\\_nagaraj2000@Yahoo.com](mailto:C_nagaraj2000@Yahoo.com)**

**17) Such other information as may be prescribed**

Monthly, quarterly and annual review reports of certain Health Programmes in Karnataka are prepared by this office.

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