



**GOVERNMENT OF INDIA
MINISTRY OF HEALTH & FAMILY
WELFARE, (DIRECTORATE
GENERAL OF HEALTH SERVICES)
AIRPORT HEALTH ORGANISATION,
BANGALORE-560300**

SUO MOTU DECLARATION UNDER SECTION 4 OF RTI ACT 2005

Particulars of the Organization, functions & duties(Section 4(1)(b)(i)):

1. Introduction and Background Information:

Airport Health Organization (APHO), Bangalore is a unit of International Health Division under Directorate General of Health Services, Ministry of Health and Family Welfare, Government of India. Airport Health Organization, Bangalore was established in May, 2008.

Location: It is located in about 40 kilometers north of the city near the village of Devanahalli.

History of Kempegowda International Airport, Bangalore:

Kempegowda International Airport is an international airport serving Bengaluru, the capital of the Indian state of Karnataka. Spread over 4,000 acres, it is located about 40 kilometers north of the city near the village of Devanahalli. It is owned and operated by Bengaluru International Airport Limited (BIAL), a public-private consortium. The airport opened in May 2008. It is named after Kempe Gowda I, the founder of Bengaluru. As of 2016, Kempegowda Airport is the third busiest airport by passenger traffic in the country, behind the airports in Delhi and Mumbai and is the 35th busiest airport in Asia. Airport Health Organization at Kempegowda International Airport was established from February 2009. Initially Medical Officers from CGHS were deputed at APHO, Bengaluru. From 2013 onwards, the Airport Health Organisation, Bengaluru was formally inducted as the subsidiary office of Regional office for Health & Family Welfare, Bengaluru.

CONSTRUCTION OF QUARANTINE BUILDING FOR APHO, BANGALORE

An amount of Rs.12,00,00,000/- (Rupees twelve crores only) had been allocated by the Ministry of Health & Family Welfare for constructing of quarantine centre at Airport Health Organization, Kempegowda International Airport, Bangalore, out of which an amount of Rs.1,00,00,000/- (Rupees one crore only) has already been released to the Central Public Work Department during January 2021 and the CPWD had already started the construction of quarantine building.

2. Functions of the Organization which includes Routine & Emergency Duties:

Presently, the organization located within the International Terminal of the Kempegowda International Airport functions round the clock aided by the Medical Officers, Health Inspectors and Health Assistants. APHO, Bengaluru has been instrumental in handling the various Public Health Emergencies of International Concern such as SARS, MERS-CoV, H1N1, Ebola, Zika, Yellow Fever Disease and Polio in addition to the ongoing surveillance for Covid 19. The organization has played a vital role in ensuring regular Quarantine of passengers who do not possess valid Yellow Fever Vaccination Certificate and ensuring regular Vector Surveillance within the Airport premises.

In addition, the Officers at the APHO, Bengaluru are regularly involved in facilitation of the implementation of the FSSAI standards of the Food establishments, flight kitchens and aircrafts, Training to the Immigration Officials regards Yellow Fever Surveillance and PHEIC, Disinfection and Disinfection of the Aircrafts as per the WHO guidelines, consequently scrutiny of the 'General Declaration' of the Aircrafts, Clearance of Human remains brought from Foreign countries, Medical examination of the International passengers on need basis, Attending to Aircraft emergencies and onboard death and coordinating with the various agencies at the Airport premises and sensitizing them regards the Public Health Emergencies.

Airport Health Organization hopes to improve efficiency and services through better interdepartmental and intradepartmental support and cooperation.

(2). Powers and duties of its officers and employees:

Powers and duties for Airport Health Officer and Medical Officer:

1. Surveillance of International Passengers and Crew for yellow fever disease
2. Quarantine of Passengers
3. Yellow Fever & Polio Vaccination
4. Public health clearance of dead body/human remains
5. VVIP Food Safety & Surveillance Duties
6. Food and Water Safety Duties
7. Vector surveillance
8. Flight Dis-insection
9. Sanitary Inspection
10. Training & Teaching
11. Protocol Duties
12. Medical & Flight Emergencies
13. PHEICs

Other subordinate staff:

1. Powers: Being Subordinate staff, No independent powers.
2. Duties: All ministerial and non-ministerial staff to perform duties allocated by Head of

Office for works related to establishment, accounts, stores etc. including assisting officers in substantive functions.

(3). Procedure followed in the decision-making process, including channels 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, 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.

(4). Norms for the discharge of functions (Section4(1)(b)(iv)):

The functions are in accordance with the enacted Acts. The Norms for the discharge of functions have been prescribed through Rules made by the Government under respective Acts administered by this organization.

(5). Rules, Regulations, Instructions, Manuals and Records for Discharge of Function (Section 4(1)(b)(v)):

Acts:

1. The Aircraft Act,1934.
2. Food Safety and Standard Act,(FSSA)-2006
3. Epidemic Diseases Act1897.

Rules:

1. The Aircraft (Public Health) Rules,1954.
2. Aircraft Rules,1937

Regulations:

4. The International Health Regulations (2005)

(6). Statement of the categories of documents under control(Section4(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. EFC file
4. Copy of Acts, Rules, & Regulations administered by this Public Authority
5. Guidelines & Instructions issued by Higher Authorities.

Category C-10 Years:

1. 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. Challan Register
3. Budget Preparation
4. Expenditure Control Register
5. Sanction of Amount Register
6. PFMS Register
7. Each Budget Head Register every year
8. TR (Treasure Challan receipt book)
9. All contingent bill prepared

Category C-2 Years:

1. Quarantine Order
2. Quarantine Billbook
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. Human Remain Register
14. Human Remain documents
15. HR(NOC)
16. Polio Record Register
17. Annual maintainace Register
18. Dispatch Register

Category C-1 Years

1. Attendance register

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

(7). Arrangement for consultation with and representation by members of the public in relation to formulation of policy or implementation thereof (Section4(1)(b)(vii)):

Being a Subordinate Authority established for implementation of Policies of the Government of India, this authority has no role in Formulation of Policies.

(8). Boards, Councils, Committees and other Bodies (Section4 (1) (b)(viii)):

As there is no Establishment Section exclusively for APHO, Bangalore, all Administrative activities is being looked after by office of the Senior Regional Director, ROH&FW, Bangalore.

(9). Directory of Officers and Employees (Section 4(1)(b)(ix)) :

Staffing Pattern of APHO, Bengaluru:

Staff	Regular			Remarks
	Sanctioned	In place	Vacant	
Medical Officers	4	4	0	
Staff Nurse	1	0	1	Post of Staff Nurse has been engaged on Outsourcing basis temporary
LDC	1	0	1	Post of LDC has been engaged on Outsourcing basis temporary
Field Worker	4	0	4	Post of Field Worker has been engaged on Outsourcing basis temporary

Posts engaged on Outsourcing basis

Sr. No	Name of the post	Number of posts engaged
1	Staff Nurse	1
2	Health Inspector	2
3	Food Safety Officer	1
4	LDC	1
5.	Health Assistant	1
6.	Field Worker	8

(10). Monthly remuneration received by officers and employees (Section 4(1)(b)(x)):

<i>S. No</i>	<i>Name of the employee</i>	<i>Designation</i>	<i>Whether SC/ST/OBC</i>	<i>Pay matrix with pay level</i>	<i>Date of present posting at APHO, Bangalore</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. Ravi C Patil	Sr. CMO(SAG), APHO, Bangalore	GM	L-14	02/07/2014	31/08/2026
2.	Dr. Rajesh L Kademani	CMO(NFSG), APHO, Bangalore	ST	L-13	02/07/2014	31/07/2031
3.	Dr. N Gopinath	MO (GDMO) APHO Bangalore	OBC	L-10	20/01/2020	30/11/2051
4	Dr. V Lakshmi Karteek	MO (GDMO) APHO, Bangalore	OBC	L-10	01/09/2020	31/07/2054

Incumbency Position at Airport Health Organization, Bangalore

Transfer Policy – Centralized at Dte. GHS/MoH &FW for Medical Officers.

Custodians of Important Documents- Service Books and Personal Files, and all other important documents are kept at office of Senior Regional Director, ROH&FW, Bangalore. The APAR and other confidential Documents/Reports are kept in custody at ROH&FW, Bangalore.

Monthly remuneration received by Outsourced officer

Sr. No	Name of the Employee	Designation	Total remuneration
1		Staff Nurse	35400/-
2		Health Inspector	35400/-
3		Health Inspector	35400/-
4		Food Safety Officer	35400/-
5.		LDC	19900/-
6.		Health Assistant	19900/-
7.		Field Worker	18000/-
8.		Field Worker	18000/-
9.		Field Worker	18000/-
10.		Field Worker	18000/-
11.		Field Worker	18000/-

12.		Field Worker	18000/-
13.		Field Worker	18000/-
14.		Field Worker	18000/-

Commented [L1]:

11. Budget Grant and Expenditure made (Section4(1)(b)(xi)):

Sr. No	Sub-Head	Budget Estimate for F Y 2020-2021 (Amounts in thousands)
1	Salary	12000000
2	Medical Treatment	100000
3	Wages	100000
4	O.T.A.	-
5	Direct Travel Expenses (DTE)	300000
6	Office Expenses	800000
7	Prof. Services	3500000
8	Rents, Rates & Taxes	-
9	Supply & Material	100000
10	Other Charges	-
11	Minor Work	-
12	Motor Vehicle	-
13	Maintenance & Repair	-
14	Swatchhta Action Plan (Other Charges)	10000
	TOTAL	16910000

(11). The manner of execution of subsidy programmes, including the amounts allocated & details of beneficiaries of such programmes (Section4(1)(b)(xii)):
NIL

(12). Particulars of recipients of concessions, permits or authorizations granted (Section 4(1)(b)(xiii)): NIL

(13). Availability of Information in electronic form(Section4(1)(b)(xiv)):

To refer to the website www.ihrpoe.co.in and the email i dapho@bng-dghs.gov.in

(14). The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use (Section4(1)(b)(xv)):

NIL

(15). The names, designations and other particulars of the Public Information Officers (Section 4(1)(b)(xvi)):

Sr.No.	Particulars	Information
1.	Name of the Officer	Dr. Ravi C Patil
2.	Designation	Sr. Chief Medical Officer
3.	Address	Airport Health Organisation, 2 nd Floor, International Arrival, Kempegowda International Airport, Bengaluru-560300.
4.	Telephone No / Fax No	080-22001490
5.	E-Mail	apho[dot]bng-dghs[at]gov[dot]in

Signature:

Name: Dr. Ravi C Patil

Designation: Sr. Chief Medical Officer