



**GOVERNMENT OF INDIA
MINISTRY OF HEALTH & FAMILY WELFARE,
(DIRECTORATE GENERAL OF HEALTH SERVICES)
AIRPORT HEALTH ORGANISATION,
GOA INTERNATIONAL AIRPORT, GOA-403803**

SUO MOTU DECLARATION UNDER SECTION 4 OF RTI ACT 2005

1. PARTICULARS OF THE ORGANISATION:-

Airport Health Organisation, GOA INTERNATIONAL AIRPORT, GOA: It is the subordinate office of 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, NirmanBhawan, New Delhi.

Address:

1. Administrative block:

Airport Health Organization.C/O Port Health Organisation, Mormugao, Vasco-Da-Gama, Goa-403803

2. Medical Inspection Room: International Arrival Area adjacent to Immigration Office,Goa International Airport, Goa-403801

E-mail ID:

(a) [aphogoa\[at\]gmail\[dot\]com](mailto:aphogoa[at]gmail[dot]com)

2.VISION, MISSION AND OBJECTIVES

Consequent upon adoption of new International Health Regulation (IHR 2005), many specific functions were mandated for member countries. 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 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.

3.BACKGROUND AND HISTORY OF APHO, GOA

The Airport Health Organization came into existence in pursuance of The Aircraft (Public Health) Rules, 1954 framed under the Aircraft Act, 1934. The Airport Health Organization, Goa primarily is a Public Health Organization and it is located at Headland Sada, Opp Post Office, Mormugao Harbour Area, Vasco, Goa. 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. 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 APHO Goa, was started in the year 2016 but made functional after permanent Doctor posted as APHO in 2020. APHO Goa doesn't have its own office premises, it is using the office premises of Port Health Organization for administrative work. 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.**

4. Functions:

Routine Activities:

1. Surveillance of International Passengers and Crew for yellow fever disease.
2. Quarantine of Passengers: if any suspected passenger then ambulance is called from the nearest Health Centre and passenger quarantined at Government of Goa's prescribed hospital.
3. 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

Emergency Duties:

1. Medical & Flight Emergencies: done only in case there is emergency on board of international flights and pre informed to APHO.
2. Public Health Emergency of International Importance.

5. Powers and duties of its officers and employees (Section 4(1)(b)(ii)):

1. Airport Health Officer:

Administrative:

- i. Head of Office declared as Head of Department under Delegation of Financial Powers Rules, 1978 with statutory & administrative powers delegated by administrative Ministry.
- ii. Appointing & Disciplinary Authority for certain Group C posts.
- iii. Controlling Officer for officers and staff of the establishment.

Financial:

- i. Head of Office and Drawing & Disbursing Officer for the establishment
- ii. Statutory powers delegated under Delegation of Financial Powers Rules, 1978.

Others: Statutory Authority with powers to implement the Regulations, Acts and Rules administered by the authority.

2. Medical Officer, if any:

Same powers and duties of Airport Health Officer under International Health Regulations (2005), the Aircraft (Public Health) Rules 1954 etc related to substantive functions.

3. Powers and duties common to both as above:

1. Surveillance of International Passengers and Crew for yellow fever disease
2. Quarantine of Passengers
3. Public health clearance of dead body/human remains

4. VVIP Food Safety & Surveillance Duties
5. Food and Water Safety Duties
6. Vector surveillance
7. Flight Dis-insection
8. Sanitary Inspection
9. Training
10. Medical & Flight Emergencies
11. PHEICs

4. 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

6. Procedure followed in the decision-making process, including channels of supervision and accountability (Section 4(1)(b)(iii)):

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/her.

7. Norms for the discharge of functions (Section 4(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.

8. 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 Act 1897.

Rules:

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

Regulations:

1. The International Health Regulations (2005)

9. 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. Copy of Acts, Rules, & Regulations administered by this Public Authority
3. Guidelines & Instructions issued by Higher Authorities.

Category C-10 Years:Not Applicable

Category C-5 Years: Not Applicable

Category C-3 Years: Not Applicable

Category C-2 Years:Not Applicable

Category C-1 Years :

1. Consumable stock register
2. PHEIC screening Cards
3. Flight detail Register
4. Passenger Manifest
5. Human Remain Register
6. Human Remain documents
7. HR (NOC)
8. Dispatch Register
9. Attendance register
10. Stock Register
11. Service Postage & Stamp Register
12. Sanction of Amount Register
13. PFMS Register

14. All contingent bill prepared
15. Bill register
16. Salary Bill Prepared
17. Personnel file

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

10. Arrangement for consultation with and representation by members of the public in relation to formulation of policy or implementation thereof (Section 4(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.

11. Boards, Councils, Committees and other Bodies (Section 4(1)(b)(viii))

None.

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

Staff Strength and in Position Staff: (As on 16/03/2021):

Name of the Post	Group of Post	Sanctioned Strength	In Position	Vacant Posts
Medical Officer	A	1	1	0
Nursing Staff	C	1	0	1
Health Inspector	B	2	0	2
Food Safety Officer	C	1	0	1
Health Assistant	C	1	0	1
Field worker	C	2	0	1
Total		8	1	7

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

Sr. No	Name of the Employee	Designation	Pay Level (VII CPC)
1	Dr. Papiya Das	APHO	Level 12

14. Budget Grant and Expenditure made (Section 4(1)(b)(xi)):

Sr. No	Sub Head	Budget Estimate for F Y 20202021 (Amounts in thousands)
1	Salary	2000
2	Office expenses	200
3	Prof. Services	302

15. The manner of execution of subsidy programmes, including the amounts allocated & details of beneficiaries of such programmes (Section 4(1)(b)(xii)):

NIL

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

NIL

17. Availability of Information in electronic form(Section 4(1)(b)(xiv)):

To refer to the website www.ihrpoe.co.in and the email id [aphogoa\[at\]gmail\[dot\]com](mailto:aphogoa[at]gmail[dot]com)

18. 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 (Section 4(1)(b)(xv)):

Not available

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

Sr.No	Particulars	Information
1	Name	Dr.Papiya Das
2	Designation	Airport Health Officer
3	Address	C/O: Port Health Organisation, Mormugao, Harbour Area, Vasco, Goa-403803
4	Contact us	aphogoa[at]gmail[dot]com

Signature: -(Sd)-

Name: Dr. P. Das

Designation: Airport Health Officer,

Goa

Date: 16.03.2021