



GOVERNMENT OF INDIA  
MINISTRY OF HEALTH AND FAMILY WELFARE  
(DIRECTORATE GENERAL OF HEALTH SERVICES)  
**AIRPORT HEALTH ORGANISATION PUNE**

**SUO MOTU DECLARATION UNDER SECTION 4 OF RTI ACT 2005**

**1. Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]**

**Introduction and Background Information:**

Airport Health Organisation (APHO) Pune is a subordinate office of Directorate General of Health Services, Ministry of Health and Family Welfare, Government of India. It is a unit of Central International Health Division (CIHD) under Directorate General of Health Services. APHO Pune is a Point of Entry (POE) for coordination of activities and containment of Public Health Emergencies of International Concerns (PHEICs). APHO Pune is the nodal organization to coordinate the PHEIC activities at Pune International Airport.

**1.1.1) Name and Address of organization**

Airport Health Organisation Pune

Regional Office of Health and FW, GPRA Colony, U Building, Type IV Qtrs No 3/4/5/6, Pradhikaran, Akurdi, Pune, Maharashtra 411044

Email: apho.pune-mohfw@gov.in

Tel: 020-27642271

**1.1.2) Head of Organisation**

Dr. Pranil Madhukar Kamble,

Airport Health Officer, Airport Health Organisation Pune

**1.1.3) Vision Mission and Key Objectives**

**Vision:** Developing APHO Pune as a centre of excellence in prevention of international spread of diseases through continuing implementation of relevant enforcements.

**Mission:** Ensuring optimal public health response towards prevention of international spread of diseases.

**Objective:** To prevent, protect against, control and provide a public health response to the international spread of disease in ways that are commensurate with and restricted to public health risks, and which avoid unnecessary interference with international traffic and trade.

#### **1.1.4) functions & Duties:**

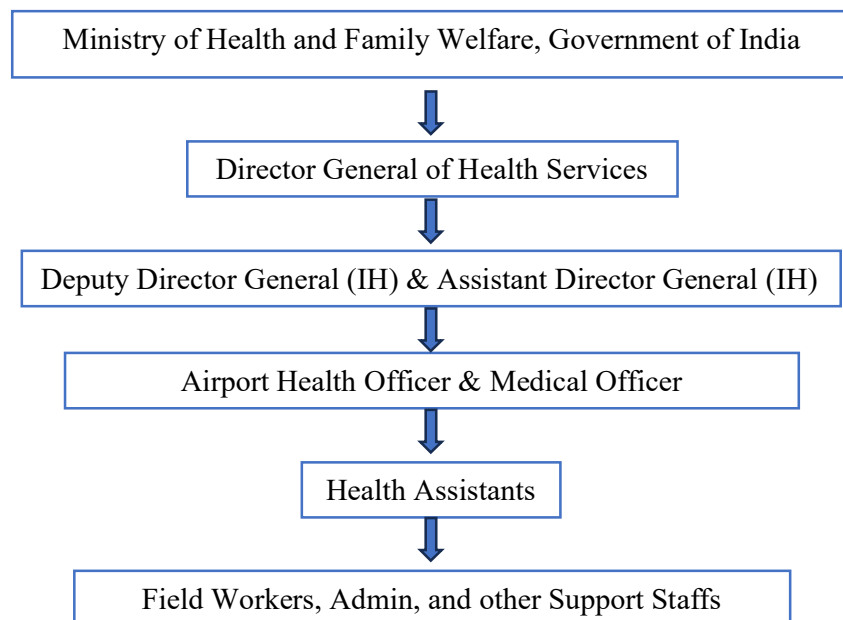
##### **Routine Activities:**

1. Surveillance of International Passengers and Crew for yellow fever disease
2. Quarantine of Passengers
3. Public health clearance of dead body or 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 & Teaching
10. Protocol Duties

##### **Emergency Duties:**

1. Medical & Flight Emergencies
2. Public Health Emergency of International Concern (PHEICs)

#### **1.1.5) Organisation Chart**



**1.1.6) Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees or Commissions constituted from time to time have been dealt.**

As in introduction

**1.2) Powers and duties of its officers and employees [Section 4(1)(b)(ii)]**

**1.2.1) Powers and duties of Officers (Administrative, Financial and Judicial**

**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:**

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

**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 or 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 & Teaching
10. Protocol Duties
11. Medical & Flight Emergencies
12. PHEICs

### **1.2.2) Power and duties of other employees:**

1. Powers: Being Subordinate staff, as delegated by HoD.
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.

### **1.2.3) Rules or orders under which power and duty are derived and exercised**

#### **Rules, Regulations, Instructions, Manuals and Records for Discharge of Function [Section 4(1)(b)(v)]:**

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

##### **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)

### **1.3) Procedure followed in the decision-making process, including channels of supervision and accountability [Section 4(1)(b)(iii)]:**

#### **1.3.1) Process of decision making:**

This organization is a Subordinate office under the Directorate General of Health Services, PH (IH) Section, Ministry of Health and Family Welfare, Government of India and established for the implementation of policies of the Government of India. The procedure followed is according to the existing rules, manuals etc.

#### **1.3.2) Final Decision Making Authority at this Office**

Airport Health Officer, Airport Health Organisation, Pune

#### **1.3.3) Related provisions, acts, rules:**

As mentioned in 1.2.3

#### **1.3.4) Time limit for taking a decision, if any**

Depending on work and as per requirement.

### **1.3.5) Channel of supervision and accountability**

This organization is a Subordinate office under the Directorate General of Health Services, PH (IH) Section, Ministry of Health and Family Welfare, Government of India and established for the implementation of policies of the Government of India.

At Dte. GHS level: The Director General of Health Services

At PH(IH) Section & Central IH Division: Deputy Director General (IH)

Assistant Director General (IH)

At APHO Level: Airport Health Officer, Pune

### **1.4) Norms for the discharge of functions [Section 4(1)(b)(iv)]:**

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

#### **1.4.1) Nature of Function or Service Delivery**

Functions (Routine and Emergency):

Routine Activities:

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. Vector surveillance
5. Flight Dis-Insection
6. Sanitary Inspection
7. Training & Teaching
8. Protocol Duties

#### **Emergency Duties:**

1. Medical & Flight Emergencies
2. Public Health Emergency of International Concern

#### **1.4.2) Norms or standards for Function or Service delivery**

This office observes the implementation of International Health Regulations 2005 and The Aircraft (Public Health) Rules, 1954 and the various regulatory and statutory provisions in above act or rule or regulation. This office issues certification or advisory or monitoring to existing regulations.

#### **1.4.3) Process by which these services can be accessed.**

The public can access the above services directly from APHO Pune

#### **1.4.4) Time limit for achieving targets.**

As per need of work

#### **1.4.5) Process of redress of Grievances**

Grievances can be redressed by approaching following authorities.

A) Airport Health Officer, Airport Health Organisation Pune, Regional Office of Health and FW, GPRA Colony, U Building, Type IV Qtrs No 3/4/5/6, Pradhikaran, Akurdi, Pune, Maharashtra 411044

Email: apho.pune-mohfw@gov.in

Tel: +91-20-27642271

B) Deputy Director, PH(IH) Section, Directorate General of Health Services, Ministry of Health and Family Welfare, Govt. of India, Nirman Bhavan, New Delhi – 110 011.

**1.5) Rules Regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]**

**1.5.1) Title and nature of the record or manual or instruction**

**1.5.2) List of Rules, regulations, instructions manuals and records**

**1.5.3) Acts or Rules manuals etc.**

As mentioned in 1.2.3

**1.5.4) Transfer policy**

Being a subordinate office under the Directorate General of Health Services, MoHFW, following the transfer policy of Government of India.

**1.6) Statement of the categories of documents held under its control [Section 4(1)(b)(vi)]:**

**1.6.1) Categories of documents:**

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

**Category C-5 Years:**

1. Bill register
2. Salary Bill Prepared
3. PHEIC 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. Sanction of Amount Register
6. Each Budget Head Register every year
7. All contingent bill prepared

**Category C-2 Years:**

1. Consumable stock register
2. PHEIC screening Cards
3. Flight detail Register
4. GD Document & passenger Manifest
5. Human Remain Register
6. Human Remain documents
7. HR(NOC)
8. Dispatch Register

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

**1.6.2) Custodian of documents categories B & C as above:**

Airport Health Officer,

Airport Health Organization, Pune

Under PH(IH) section, Directorate General of Health Services.

**1.7) Boards, Councils, Committees, and other Bodies [Section 4(1)(b)(viii)]:**

- i. Internal Complaints Committee.
- ii. Karyalaya Rajbhasha Samiti.
- iii. Bid Committee.
- iv. Committee for screening of employees under FR 56 Rule.
- v. Joint Public Health and Sanitation Committee (JPHSC).

**1.8) Directory of Officers and Employees [Section 4(1)(b)(ix)]:**

**(i) Name and designation**

S. No.	Name of the post	Classification Group A B C D	Sanctioned Strength	In Position	Vacant posts
1	Medical Officer	A	02	02	00
2	Health Inspector	B	01	00	01
3	Staff Nurse	B	01	00	01

4	LDC	C	01	01	00
5	Field Worker	C	03	00	03
Total			08	03	05

**(ii) Telephone, fax and email ID**

As mentioned in 1.1.1

**1.9) Monthly remuneration received by officers and employees [Section 4(1)(b)(x)]:**

**1.9.1) List of employees with Gross monthly remuneration: as on 01.08.2023**

Sr No	Name of the employee	Designation	Pay Level (VII CPC)	Allowances
1.	Dr Pranil M Kamble	Airport Health Officer	13	As per Govt Norms
2.	Dr Basavarajeshwari	Medical Officer	10	
3.	Ms Hansika Gulia	LDC	2	

**1.9.2) System of compensation as provided in its regulations:**

Not applicable

**1.10) Name, designation and other particulars of public information officers [Section 4(1)(b)(xvi)]:**

**1.10.1) Name and designation of the Public Information Officer (PIO), Assistant Public Information(s) & Appellate Authority**

**1.10.2) Address, telephone numbers and email ID of each designated official**

Sr No	Particulars	Information	
		Central Public Information Officer (CPIO)	First Appellate Authority (FAA)
1	Name	Dr. Basavarajeshwari	Dr Pranil M Kamble
2	Designation	Medical Officer	Airport Health Officer
3	Address	Airport Health Organisation Pune Regional Office of Health and FW, GPRA Colony, U Building, Type IV Qtrs No 3/4/5/6, Pradhikaran, Akurdi, Pune, Maharashtra 411044 Email: apho.pune-mohfw@gov.in	



		Tel: +91-20-27642271
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**1.11) No. of employees against whom disciplinary action has been proposed or taken [Section 4(2)]**

**1.11.1) Pending for minor penalty or major penalty proceedings.**

Nil

**1.11.2) Finalised for minor penalty or major penalty proceedings**

Nil

**1.12) Programmes to advance understanding of RTI, [Section 26]**

**1.12.1) Educational programmes**

Not applicable

**1.12.2) Efforts to encourage public authority to participate in these programmes**

Not applicable

**1.12.3) Training of CPIO or APIO**

As per directions of Dte. GHS

**1.12.4) Update & Publish guidelines on RTI by the public authorities concerned.**

As per directions of Dte. GHS

**1.13) Transfer policy and transfer orders [F No. 1/6/2011 – IR dt. 15.04.2013]**

Being a subordinate office under the Directorate General of Health Services, MoHFW, following the transfer policy of Government of India.

**2) Budget and Programme**

**2.1) Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made, etc.**

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

Sub-Head	RE 2022-23 (Rs)	Expenditure 2022-23 (Rs)
1. Salary	5000000	4850824
2. Medical Treatment	10000	2768
3. DTE	250000	217136
4. Office Expenses	260000	139406
5. Prof. Services	1300000	1089068
<b>Total</b>	<b>6820000</b>	<b>6299202</b>

PM ABHIM Budget: Sub Head	RE 2022-2023 (Rs)	Expenditure 2022-23 (Rs)
Office Expenses	92000	45666
Professional Services	1136117	330394
Total	1228117	376060

## **2.2) Foreign and domestic tours**

### **2.2.1) Budget for Domestic travel Expenses (allocated)**

Rs. 200000/-

### **2.2.2) Foreign and domestic tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the department.**

Nil

### **2.2.3) Information related to procurements**

#### **a) Notice or tender enquiries, and corrigenda if any thereon,**

Nil

#### **b) Details of the bids awarded comprising the names of the suppliers of goods or services being procured**

All items procured in strict accordance with the GFR-2017 norms, and through GeM portal.

#### **Bids awarded (2023-24):**

1. Manpower outsourcing services – fixed remuneration for Public Health Specialist, LDC/ Office Executive and Health Assistant - Eagle Security & Personnel Service, Mumbai Total contract value: Rs. 2793598.90/-.

#### **c) The works contract concluded- in any such combination of the above- and**

Refer 2.1 b

#### **d) The rate or rates and the total amount at which such procurement or works contract is to be executed.**

Refer 2.1 b.

<b>2.3) Manner of execution of subsidy programme [Section 4(i)(b)(xii)]</b>
Not Applicable

<b>2.4) Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]</b>
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Not Applicable
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<b>2.5) Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]</b>
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Not Applicable

**2.6) CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]**

Nil

### **3) Publicity and Public interface**

**3.1) Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof of Section 4(1)(b)(vii) [F. No. 1/6/2011- IR dt. 15.04.2013]**

**3.1.1) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens.**

Documents and Information related to The Indian Aircraft (Public Health) rules, 1954 and International Health Regulation 2005.

**3.1.2) Arrangements for consultation with or representation by**

**a) Members of the public in policy formulation or policy implementation**

Not Applicable.

**b) Day & time allotted for visitors**

Not Applicable.

**c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants**

**Central Public Information Officer (CPIO):**

Dr. Basavarajeshwari

Medical Officer

Airport Health Organisation Pune

Regional Office of Health and FW, GPRA Colony, U Building, Type IV Qtrs No 3/4/5/6, Pradhikaran, Akurdi, Pune, Maharashtra 411044

Email: apho.pune-mohfw@gov.in

Tel: +91-20-27642271

**3.1.3) Public-private partnerships (PPP)**

No.

**3.2) Are the details of policies or decisions, which affect public, informed to them [Section 4(1) (c)]**

Yes.

**3.3) Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]**

Yes

**3.3.1) Use of the most effective means of communication Internet (website)**

To refer to the website: <https://ihpoe.mohfw.gov.in/>

the email id: [apho.pune-mohfw@gov.in](mailto:apho.pune-mohfw@gov.in)

**3.4) Form of accessibility of information manual or handbook [Section 4(1)(b)]**

NA

**3.5) Whether information manual or handbook available free of cost or not**

NA

**4) E- Governance**

<b>S .No.</b>	<b>Item</b>	<b>Details of disclosure</b>
4.1	Language in which Information Manual or Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]	(i) English NA
		(ii) Vernacular or Local Language - Nil
4.2	When was the information Manual or Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013]	Last date of Annual updation - Not applicable
4.3	Information available in electronic form	<b>(i) Details of information available in electronic form</b> To refer to the website <a href="https://ihpoe.mohfw.gov.in">https://ihpoe.mohfw.gov.in</a> & <a href="https://ihpoe.mohfw.gov.in/RTI/Apho%20Pune.pdf">https://ihpoe.mohfw.gov.in/RTI/Apho%20Pune.pdf</a> or go to <a href="https://ihpoe.mohfw.gov.in/">https://ihpoe.mohfw.gov.in/</a> → RTI → APHO → Pune

	[Section 4(1)(b)(xiv)]	<p><b>(ii) Name or title of the document or record or other information</b></p> <ul style="list-style-type: none"> <li>- Suo Moto Declaration Under Section 4 Of RTI Act 2005</li> <li>- IHR 2005</li> <li>- Indian Aircraft (Public Health) rules, 1954</li> </ul>
		<p><b>(iii) Location where available</b></p> <p><a href="https://ihpoe.mohfw.gov.in/">https://ihpoe.mohfw.gov.in/</a></p>
4.4	Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]	<p><b>(i) Name &amp; location of the facility</b></p> <p>Airport Health Organisation Pune Regional Office of Health and FW, GPRA Colony, U Building, Type IV Qtrs No 3/4/5/6, Pradhikaran, Akurdi, Pune, Maharashtra 411044 Email: apho.pune-mohfw@gov.in Tel: +91-20-27642271</p> <p><b>(ii) Details of information made available</b></p> <ul style="list-style-type: none"> <li>- Suo-moto Declaration Under Section 4 Of RTI Act 2005</li> <li>- IHR 2005</li> <li>- Indian Aircraft (Public Health) rules, 1954</li> </ul> <p><b>(iii) Working hours of the facility</b></p> <p>0930 hrs to 1800 hrs Monday to Friday excluding Public Holidays</p> <p><b>(iv) Contact person &amp; contact details (Phone, fax email)</b></p> <p>Airport Health Officer, Airport Health Organisation Pune Telephone: +91-20-27642271 Email: apho.pune-mohfw@gov.in</p>
4.5	Such other information as may be prescribed under section 4(i)(b)(xvii)	<p><b>(i) Grievance redressal mechanism</b></p> <p>Grievances received directly through post or Email or from Ministry and DGHS are processed as per the guidelines issued from time to time.</p> <p><b>(ii) Details of applications received under RTI and information provided</b></p> <p>01/01/2022 to 31/12/2022: 07</p> <p><b>(iii) List of completed schemes or projects or Programmes</b></p> <p>Not Applicable</p>

		<p><b>(iv) List of schemes or projects or programme underway</b> Not Applicable</p>																																				
		<p><b>(v) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract</b> Refer 2.2.3.c</p>																																				
		<p><b>(vi) Annual Report</b></p> <table><tr><th>Sr.No</th><th>Annual report 2022</th><th>Number</th></tr><tr><td>1.</td><td>Number of Aircrafts Disinsected</td><td>495</td></tr><tr><td>2.</td><td>Surveillance of International Passengers and Crew for YF</td><td>59276</td></tr><tr><td>3.</td><td>Quarantine of Passengers for YF</td><td>0</td></tr><tr><td>4.</td><td>Clearance of Dead Bodies</td><td>0</td></tr><tr><td>5.</td><td>Vector Surveillance</td><td>12</td></tr><tr><td>6.</td><td>Sanitary Inspection</td><td>12</td></tr><tr><td>7.</td><td>Food Establishments Inspected</td><td>12</td></tr><tr><td>8.</td><td>Training Activities Performed</td><td>05</td></tr><tr><td>9.</td><td>Other Specific Activities (Water samples)</td><td>17</td></tr><tr><td>10.</td><td>Number of crew arrived</td><td>2597</td></tr><tr><td>11.</td><td>Number of passengers arrived</td><td>56679</td></tr></table>	Sr.No	Annual report 2022	Number	1.	Number of Aircrafts Disinsected	495	2.	Surveillance of International Passengers and Crew for YF	59276	3.	Quarantine of Passengers for YF	0	4.	Clearance of Dead Bodies	0	5.	Vector Surveillance	12	6.	Sanitary Inspection	12	7.	Food Establishments Inspected	12	8.	Training Activities Performed	05	9.	Other Specific Activities (Water samples)	17	10.	Number of crew arrived	2597	11.	Number of passengers arrived	56679
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		<p><b>(vii) Frequently Asked Question (FAQs)</b> Not Applicable</p>																																				
		<p><b>(viii) Any other information such as</b> <b>a) Citizen’s Charter</b> As per directions of Dte. GHS</p>																																				
		<p><b>b) Result Framework Document (RFD)</b> Not Applicable</p>																																				
		<p><b>c) Six monthly reports on the Performance against the benchmarks set in the Citizen’s Charter</b> Available with Dte.GHS.</p>																																				
4.6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-	<p><b>(i) Details of applications received and disposed</b> Received – 07 Disposed - 07</p>																																				
		<p><b>(ii) Details of appeals received and orders issued</b> Received – 0 Disposed - 0</p>																																				

	IR dt. 15.04.2013]	
4.7	Replies to questions asked in the parliament [Section 4(1)(d)(2)]	<b>Details of questions asked and replies given</b> Received – 6 Replied - 6

## 5) Information as may be prescribed

5.1) Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]

Name & details of

(a) **Current CPIO & FAAs**

### Current CPIOs:

S.No.	Particulars	Information
1.	Name of the Officer	Dr. Basavarajeshwari
2.	Designation	Medical Officer
3.	Address	Airport Health Organisation Pune Regional Office of Health and FW, GPRA Colony, U Building, Type IV Qtrs No 3/4/5/6, Pradhikaran, Akurdi, Pune, Maharashtra 411044
4.	Telephone No	020-27642271
5.	Fax	-
6.	E-Mail	apho.pune-mohfw@gov.in

### Current FAAs:

S.No.	Particulars	Information
1.	Name of the Officer	Dr. Pranil M Kamble
2.	Designation	Airport Health Officer
3.	Address	Airport Health Organisation Pune Regional Office of Health and FW, GPRA Colony, U Building, Type IV Qtrs No 3/4/5/6, Pradhikaran, Akurdi, Pune, Maharashtra 411044
4.	Telephone No	020-27642271
5.	Fax	-

6.	E-Mail	apho.pune-mohfw@gov.in
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**(b) Earlier CPIOs & FAAs from 01/01/2015 to till date**

S.No.	Name of the CPIO	Period	
		From	To
1.	Dr Pranil Madhukar Kamble	10/09/2018	10/08/2023
2.	Dr Basavarajeshwari	11/08/2023	Till date

S.No.	Name of the FAAs	Period	
		From	To
1.	Dr V L Gokak	10/09/2018	13/01/2020
2.	Dr A G Alone	14/01/2020	10/08/2023
3.	Dr Pranil M Kamble	11/08/2023	Till date

**5.1.2) Details of third party audit of voluntary disclosure**

Nil

**(a) Dates of audit carried out**

Not applicable

**(b) Report of the audit carried out**

Not applicable

**5.1.3) Appointment of Nodal Officers not below the rank of Joint Secretary or Additional HoD**

Not Applicable

**(a) Date of appointment**

Not Applicable

**(b) Name & Designation of the officers**

Not Applicable

**5.1.4) Consultancy committee of key stake holders for advice on Suo-Moto disclosure**

No

**(a) Dates from which constituted**

Not applicable

**(b) Name & Designation of the officers**

Not applicable

**5.1.5) Committee of CPIOs or FAAs with rich experience in RTI to identify frequently sought information under RTI.**

No

**(a) Dates from which constituted**

Not applicable



**(b) Name & Designation of the Officers**

Not applicable

**6. Information Disclosed on own Initiative**

**6.1) Item or information disclosed so that public have minimum resort to use of RTI Act to obtain information**

Suo-Moto Declaration Under Section 4 Of RTI Act 2005,

<https://ihpoe.mohfw.gov.in/RTI/Apho%20Pune.pdf> or go to

<https://ihpoe.mohfw.gov.in/> → RTI → APHO → Pune

**6.2) Guidelines for Indian Government Websites (GIGW) is followed (released in February 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievance and Pensions, Govt. Of India)**

Yes.

**6.2.1) Whether STQC certification obtained and its validity.**

Yes

**6.2.2) Does the website show the certificate on the Website?**

Yes

Signature: -(Sd)-

Name: Dr. Pranil M Kamble

Designation: Airport Health Officer Pune

Date: 16.08.2023