

THE RIGHT TO INFORMATION ACT, 2005

As per requirements of circular letter No. 5/4/2002-1AR, dated 30th September, 2005 from the Financial Commissioner & Principal Secretary to Govt. Haryana, Administrative Reforms Department, the following information in respect of the Department of Health Services, Haryana, is furnished under the Right to information Act, 2005: -

List of SPIOs/ASPIOs and First Appellate Authorities in the Department of Director General Health Services, Haryana, Sector-6, Panchkula.

Sr. No.	Designation of SPIO	First Appellate Authority	ASPIO/Link Officer as per section 5 sub section 4	Jurisdiction
1.	Deputy Director/ Superintendents/ Deputy Superintendents/ Branch Incharges	Concerned Director Health Services	Sr. Assistant (Concerned Branch)	Concerned Branches
2.	Deputy Director/ Superintendents/ Deputy Superintendents/ Branch Incharges	Additional Director (Admn)	Sr. Assistant (Concerned Branch)	Concerned Branches
3.	Deputy Director/ Superintendents/ Deputy Superintendents/ Branch Incharges	Joint Director (Admn)	Sr. Assistant (concerned branch)	Concerned Branches

Application Fee	Rs. 50
Fee for Information on A3 or A4 size paper	Rs. 2 per page
Information on Floppy Disk	Rs. 50
Information on CD	Rs. 100
Postal Charges Extra	--
No fees for person under Below Poverty Line (BPL)	--

Mode of Deposit of Fees: Cash/DD/Postal Order/Treasury Challan

Manual under Sec.4 (1)(b) (i)	Particulars of Department, Functions & Duties
Manual under Sec.4 (1)(b) (ii)	Powers & Duties of Officers and Employees
Manual under Sec.4 (1)(b) (iii)	Procedure followed in the decision making process, including channels of supervision and accountability
Manual under Sec.4 (1)(b) (iv)	Norms set for Discharge of Functions
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Manual under Sec.4 (1)(b) (vii)	The particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation of policy or implementation thereof
Manual under Sec.4 (1)(b) (viii)	Statement of the 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
Manual under Sec.4 (1)(b) (ix)	Directory of Officers & Employees
Manual under Sec.4 (1)(b) (x)	Monthly remuneration of the officers and employees including the system of compensation as provided in its regulations
Manual under Sec.4 (1)(b) (xi)	Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made
Manual under Sec.4 (1)(b) (xii)	Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes
Manual under Sec.4 (1)(b) (xiii)	Particulars of recipients of concessions, permits, or authorizations granted by the Department
Manual under Sec.4 (1)(b) (xiv)	Details in respect of the information, available to or held by the Department, reduced in an electronic form
Manual under Sec.4 (1)(b) (xv)	Particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room, if maintained for public use
Manual under Sec.4 (1)(b) (xvi)	The names, Designation and other particulars of Public Information Officers/First Appellate Authorities.
Manual under Sec.4 (1)(b) (xvii)	Such other information as may be prescribed
Report	Report in respect of Food & Drugs Administration, Haryana for the period ending 31.12.2012 for the purpose of Monitoring and reporting under Section 25 (1) of Right to Information Act, 2005

Manual under Sec.4 (1)(b) (i)
Particulars of Department, Functions & Duties

HEALTH DEPARTMENT, HARYANA

Organization Set-up

Health Department, Haryana Panchkula at H.Q. consist of 32 branches namely;-

1.	Accounts & Pension Branch
2.	Administration Branch
3.	Bill Branch
4.	Budget Branch
5.	Construction Branch
6.	Demography Cell
7.	Dental Branch
8.	Establishment-I Branch
9.	Establishment -II Branch
10.	Establishment -III Branch
11.	Establishment -IV Branch
12.	Establishment -V Branch
13.	Family Welfare (Audit) Branch
14.	Family Welfare (Estt.)Branch
15.	Family Welfare (Programme) Branch
16.	Health Education Branch
17.	IT Cell
18.	Legal Cell
19.	Malaria
20.	Mass Media Branch
21.	M.M.(Store)
22.	MCH/PNDT
23.	M.S.D./I.P.D. Branch
24.	Nursing Branch
25.	Planning Branch
26.	Policy Medical Branch
27.	Policy Health Branch
28.	Record Branch
29.	R.T.I Branch
30.	SHIFW
31.	Stastical Branch
32.	Transport Branch

Additional Chief Secretary to Govt. Haryana, Health Department, is the Administrative Secretary of the Department.

Director General Health Services, Haryana is Head of the Department. For his assistance, there is one Additional Director General Health Services, Haryana, Five Director Health Services, two Additional Director (Admn.) (HCS Cadre), four Deputy Director(SS), 18 Deputy Director (medical) and 3 Deputy Director (Non Medical), Thirteen Medical Officer, Three Assistant Director (Non Medical), Two Technical

Officer, One Assistant District Attorney(Legal Cadre), Three Accounts Officers and three Section officers(SAS Cadre) Two Administrative Officers & One Budget Officer, Thirteen Superintendents, Eight Dy. Superintendents, personal Staff and other non-gazetted staff.

FUNCTIONS AND DUTIES

The following subject matters are being dealt with by the 32 branches of the Department :-

Sr. No	Branch Name	Dealing Subject
1.	Accounts & Pension	Pension, Loan & Advances, Pay fixation, declaration of DDO and Audit para
2.	Admn	<ul style="list-style-type: none"> • Non Medical (Gaztted Staff), • Ministerial Staff (H.Q.) • Class-IV (H.Q.) • Staff Position • instruction of C.S.
3.	Bill	Pay, Arrear, LTC, EX-gratia, T.A. Bill, GIS and New pension scheme
4.	Budget	State Budget of Health Department & reconciliation
5.	Construction	New Construction and repair work of all Buildings of Health Department
6.	Demography	Statistical Work of Family Welfare Programme
7.	Dental	Establishment of Dental Doctor /Dental Mechanic
8.	E-I	Establishment of following cadre:- <ul style="list-style-type: none"> • Superintendent (Field) • Ministerial Staff (Field) • Driver • Foreman • Motor Mechanic • Welder • Electrician • Painter • Turner • General Mechanic • Job Clerk • Exhibition Assistant • Draftsman • Photographer • Asstt. Motor Mechanic
9.	E-II	Establishment of Medical Officer HCMS-I /II
10.	E-III	Establishment of following cadre:- <ul style="list-style-type: none"> • Chief Pharmacist & Pharmacist • Dietician, • Social worker, • Pyschetic Social worker, • Occupational Therapist • Ophthalmic Assistant • Radiographer • OTA • Electro Cardio Gram Tech. • Dark Room Assistant • Plumber Senior • Laboratory Technician • Laboratory Technician • Laboratory Attendent

11.	E -IV	Leave/Compliant/BJJ of Medical Officer HCMS-I /II
12.	E-V	Establishment of SMO & above officers up to DGHS
13.	FW(Audit)	Accounts & Budget matter of Family Welfare
14.	F W(Estt.)	Establishment of MPHS(F) and MPHW(F)
15.	FW(Prog.)	Family Welfare programme
16.	H. E.	Training Work & Drug De-addiction
17.	IT Cell	<ul style="list-style-type: none"> • Data Entry • Important Type Work • E-mail Checking & sending • PMIS Software • Website updating • DSAS Software • Hospital Management System • Disability Software in C.S. Office • Troubleshooting of Computers in all Branches • Development of New Software • Provide Smooth Internet Service • Provide IP Address for Internet • LAN & WAN Planning & Designing • Check the status of Server for Internet Service
18.	Legal Cell	Handling the court cases of department
19.	Malaria	Malaria Programme & Establishment of following cadre:- <ul style="list-style-type: none"> • Biologist • MPHW(M) • MPHS (M) • L.T Malaria • SSI/SMI • Insect Collector
20.	Mass Media	Establishment of following cadre:- <ul style="list-style-type: none"> • Health Educator (State Level) • Mass Education Officer • Press Manager • Editor • Health Education Inspector • Health Education Extension officer
21.	M.M.(Store)	M.M. Store & Press Programme
22.	MCH/PNDT	<ul style="list-style-type: none"> • Monitoring, Registration & Renewal of Ultra-sound Machine, MRI, CT-Scan, Eco-cardio • Monitoring of prenatal Diagnosis of sex
23.	M.S.D./I.P.D.	<ul style="list-style-type: none"> • Procurement of Medical Machinery & Equipments • Procurement of Medicines & consumable items
24.	Nursing	Establishment of following cadre:- <ul style="list-style-type: none"> • Principal Training Centre, Barwala • DPHNO • PHN • Matron • Nursing Sister • Staff Nurse • Lady House Keeper
25.	Planning	New PHC/CHC/GH Creation Programme and maintance of old Programme
26.	P.M.	<ul style="list-style-type: none"> • Medical Bill • Policy Matter • Nation Humar Right • Co-ordination of Misc. • Lok/Rajya Sabha question
27.	P. H.	<ul style="list-style-type: none"> • EPI Programme • Tobacco Control Programme

		<ul style="list-style-type: none"> • Duty of staff regarding Mela at different places • Disaster control programme • Animal Bites • Environment meeting • Non burning wheat stubbles
28.	Record	Dak receipt, Circulating and dispatch work of Health Department
29.	R.T.I	Co-ordination of RTI work of Health Department
30.	SHIFW	<ul style="list-style-type: none"> • Training of Para Medical Cadre • Accounts matter of SHIFW
31.	Statistical	Establishment of following cadre:- <ul style="list-style-type: none"> • Statistician • Head Assistant(Statistics) • Junior Statistical Nosologist • Statistical and Vital Health Supervisor • Computer
32.	Transport	Maintainance and Providness of Vehicle(HQ)

Manual under Sec.4 (1)(b) (ii) Powers & Duties of Officers and Employees

The Director General Health Services is the Head of the Department. He undertakes overall supervision and control over all the activities of the Department. Apart from the general administrative powers of the Head of the Department, the following powers have been vested upon him:-

1. To sanction new telephone.
2. To sanction tour programmes and journeys beyond jurisdiction of all gazetted officers working in the department.
3. Full powers to sanction recurring and non-recurring expenditure.
4. All other administrative cases being dealt by the H.Q.
5. Full Powers to sanction medical claim/reimbursement of all officers/officials posted in and Pensioners of the department.
6. Allotment of telephones to the eligible officers.
7. To countersign the TA bills of officers/ officials working in the department.
8. To sanction house building loan and marriage-loan to all officers/officials of the department and to wave off the outstanding amounts recoverable on a/c of marriage advance and HBL from the families of deceased class-IV Govt. officials.
9. Cases relating to sanction of advance for the purchase of Car/Scooter/Motor cycle/Moped/Computer and Marriage loan, GPF Advances of to all officers/officials of the department.
10. Cases relating to the payment of honorarium to officers/officials of Haryana the department.
11. Cases relating to the budget/revised budget estimate/re-appropriation orders under the head of the account of the department.
12. To sanction non-recurring Contingent expenditure POL/diesel & repair of vehicles.
13. To sanction expenditure on services stamps.
14. To sanction contingent expenditure.

Additional Director General Health Services, Harynana

Additional Director General Health Services, Haryana at the H.Q. directly works under the Director General Health Services, Haryana and undertakes supervision and control over all the activities of the Department. All administrative/Accounts matter of Account/PM/Bill/ Branch which are being sent to the Director General Health Services, Haryana are routed through them for further orders/ directions.

Director Health Services (FW)

Director Health Services (FW) at the H.Q. directly works under the Director General Health Services, Haryana and undertakes supervision and control over all the activities of the Department. All administrative/Accounts matter of FW (Estt.)/FW (Audit)/FW(Prog.)/M.M./PH/Stastical/Demo Branch which are being sent to the Director General Health Services, Haryana are routed through them for further orders/ directions.

Director Health Services (Lab.)

Director Health Services (Lab.) at the H.Q. directly works under the Director General Health Services, Haryana and undertakes supervision and control over all the activities of the Department. All administrative matter of E-III/PNDT Branch and Hospital Management Division which are being sent to the Director General Health Services, Haryana are routed through them for further orders/ directions.

Director Health Services (Trg.)

Director Health Services (Trg.) at the H.Q. directly works under the Director General Health Services, Haryana and undertakes supervision and control over all the activities of the Department. All administrative matter of HE/Nursing Branch and Mental Health & Drug De-addiction Division which are being sent to the Director General Health Services, Haryana are routed through them for further orders/ directions.

Director Health Services (Malaria)

Director Health Services (Malaria) at the H.Q. directly works under the Director General Health Services, Haryana and undertakes supervision and control over all the activities of the Department. All administrative matter of Construction Branch, Malaria Wing, IDSP and Non Communicable Division which are being sent to the Director General Health Services, Haryana are routed through them for further orders/ directions.

Director Health Services (Dental)

Director Health Services (Dental) at the H.Q. directly works under the Director General Health Services, Haryana and undertakes supervision and control over all the activities of the Department. All administrative matter of E-I/Transport/Planning/Budget/ Dental Branch which are being sent to the Director General Health Services, Haryana are routed through them for further orders/ directions.

Additional Director (Administration)

Additional Director (Administration) at the H.Q. directly works under the Director General Health Services, Haryana and undertakes supervision and control over all the activities of the Department. All administrative matter of Admn/E-II/E-IV/E-V/IT/Record Branch which are being sent to the Director General Health Services, Haryana are routed through them for further orders/ directions.

Accounts Officer

- Accounts Officer(G) look after the work of Pension, Loan & Advances, Pay fixation, declaration of DDO and Audit para
- Accounts Officer (FW) is the Drawing and Disbursing Officer for Family Welfare side.
- Accounts Officer (SIHFW) maintains all accounts matters of SIHFW.

Administrative Officer/Budget Officer

- Administrative Officer (G) is supervisory Head of Establishment-I and Establishment-III branches of the Department.
- Administrative Officer(FW) is supervisory Head of FW(Esstt) branch of the Department
- Budget officer the Drawing and Disbursing Officer of Health Department and supervisory Head of Bill and Budget Branch.

Superintendent (Accounts & Pension)

The Superintendent (Accounts & Pension) is the overall incharge of Accounts & Pension Branch. He supervises the work of officials working under his charge.

Superintendent (Administration)

The Superintendent (Administration) is the overall incharge of Administration Branch. He supervises the work of officials working under his charge.

Deputy Superintendent (Bill)

The Deputy Superintendent (Bill) is the overall incharge of Bill Branch. He supervises the work of officials working under his charge.

Deputy Superintendent (Budget)

The Deputy Superintendent (Budget) is the overall incharge of Budget Branch. He supervises the work of officials working under his charge.

Deputy Superintendent (Construction)

The Deputy Superintendent (Construction) is the overall incharge of Construction Branch. He supervises the work of officials working under his charge.

Assistant Director (Demo)

The Assistant Director (Demo) is the overall incharge of Demo Branch. He supervises the work of officials working under his charge.

Deputy Superintendent (Dental)

The Deputy Superintendent (Dental) is the overall incharge of Dental Branch. He supervises the work of officials working under his charge.

Superintendent (Establishment-I)

The Superintendent (Establishment-I) is the overall incharge of Establishment-I Branch. He supervises the work of officials working under his charge.

Superintendent (Establishment-II)

The Superintendent (Establishment-II) is the overall incharge of Establishment-II Branch. He supervises the work of officials working under his charge.

Superintendent (Establishment-III)

The Superintendent (Establishment-III) is the overall incharge of Establishment-III Branch. He supervises the work of officials working under his charge.

Deputy Superintendent (Establishment-IV)

The Deputy Superintendent (Establishment-IV) is the overall incharge of Establishment-IV Branch. He supervises the work of officials working under his charge.

Deputy Superintendent (Establishment-V)

The Deputy Superintendent (Establishment-V) is the overall incharge of Establishment-V Branch. He supervises the work of officials working under his charge.

Section Officer [Family Welfare (Audit)]

The Section Officer [Family Welfare (Audit)] is the overall incharge of Family Welfare (Audit) Branch. He supervises the work of officials working under his charge.

Superintendent [Family Welfare (Establishment)]

The Superintendent Family Welfare (Establishment) is the overall incharge of Family Welfare (Establishment) Branch. He supervises the work of officials working under his charge.

Assistant Incharge [Family Welfare (Programme)]

The Assistant Incharge [Family Welfare (Programme)] is the overall incharge of Family Welfare (Programme) Branch. He supervises the work of officials working under his charge.

Superintendent (Health Education)

The Superintendent (Health Education) is the overall incharge of Health Education Branch. He supervises the work of officials working under his charge.

Assistant Incharge (IT)

The Assistant Incharge (IT) is the overall incharge of IT Cell. He supervises the work of officials working under his charge.

Superintendent (Health Education)

The Superintendent (Health Education) is the overall incharge of Health Education Branch. He supervises the work of officials working under his charge.

Deputy Superintendent (Mass Media)

The Deputy Superintendent (Mass Media) is the overall incharge of Mass Media Branch. He supervises the work of officials working under his charge.

Inspection Officer [Mass Media (Store)]

The Inspection Officer [Mass Media (Store)] is the overall incharge of Mass Media(Store) Branch. He supervises the work of officials working under his charge.

Deputy Director (MCH/PNDT)

The Deputy Director (MCH/PNDT) is the overall incharge of MCH/PNDT. He supervises the work of officials working under his charge.

Superintendent (MSD/IPD)

The Superintendent (MSD/IPD) is the overall incharge of MSD/IPD Branch. He supervises the work of officials working under his charge.

Superintendent (Nursing)

The Superintendent (Nursing) is the overall incharge of Nursing Branch. He supervises the work of officials working under his charge.

Superintendent (Planning)

The Superintendent (Planning) is the overall incharge of Planning Branch. He supervises the work of officials working under his charge.

Superintendent (Policy Medical)

The Superintendent (Policy Medical) is the overall incharge of Policy Medical Branch. He supervises the work of officials working under his charge.

Assistant Incharge (Policy Health)

The Assistant Incharge (Policy Health) is the overall incharge of Policy Health Branch. He supervises the work of officials working under his charge.

Deputy Superintendent (Record)

The Deputy Superintendent (Record) is the overall incharge of Record Branch. He supervises the work of officials working under his charge.

Deputy Superintendent (RTI)

The Deputy Superintendent (RTI) is the overall incharge of RTI Branch. He supervises the work of officials working under his charge.

Superintendent (SIHFW)

The Superintendent (SIHFW) is the overall incharge of SIHFW Branch. He supervises the work of officials working under his charge.

Deputy Superintendent (Stastical)

The Deputy Superintendent (Stastical) is the overall incharge of Stastical Branch. He supervises the work of officials working under his charge.

Inspection Officer (Transport)

The Inspection Officer (Transport) is the overall incharge of Transport Branch. He supervises the work of officials working under his charge.

Private Secretary

Private Secretary are posted with Director General Health Services, Haryana and attend to the stenography work including taking dictation in short hand and typing and such other work as assigned to them.

Personal Assistant

Personal Assistants are posted with senior officers and attend to the stenography work including taking dictation in short hand and typing and such other work as assigned to them.

Stenographers

Stenographers are posted with senior officers and attend to the stenography work including taking dictation in short hand and typing and such other work as assigned to them.

Assistants

Assistants are posted in the branches to deal with all types of ministerial work and such other work as assigned to them.

Clerks

Clerks are posted in all the branches to attend all types of ministerial work and organization of records and separation thereof for disposal.

Date Entry Operators

Data Entry Operators are posted in all the branches to compute the data in Computers and other typing work.

Peons

Peons are posted in the office to assist the officers as well as branches and also render such assistance as is required in discharging the functions of the Department.

Chowkidar

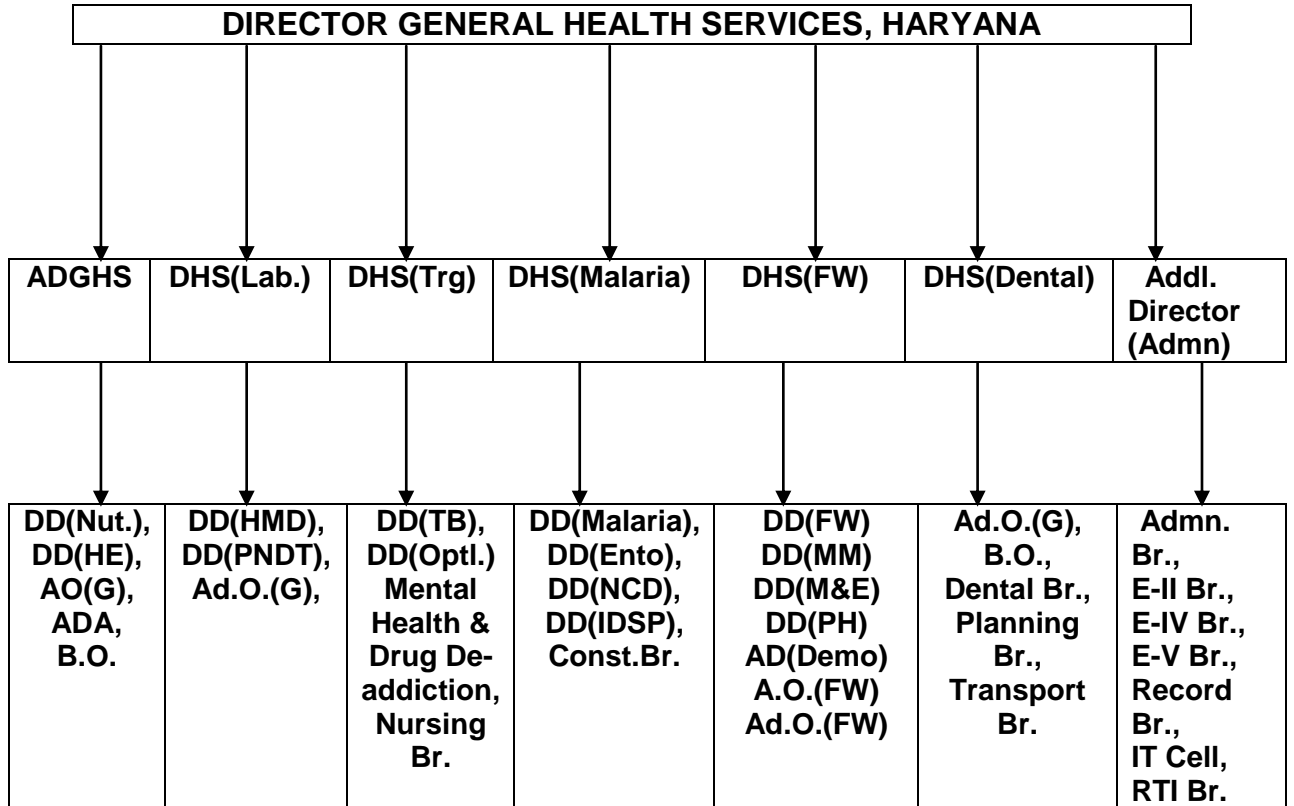
Chowkidar is required to guard office building during the odd hours and during the holidays and gazetted holidays. He is also render such assistance as is required in discharging the functions of the Department.

Sweeper

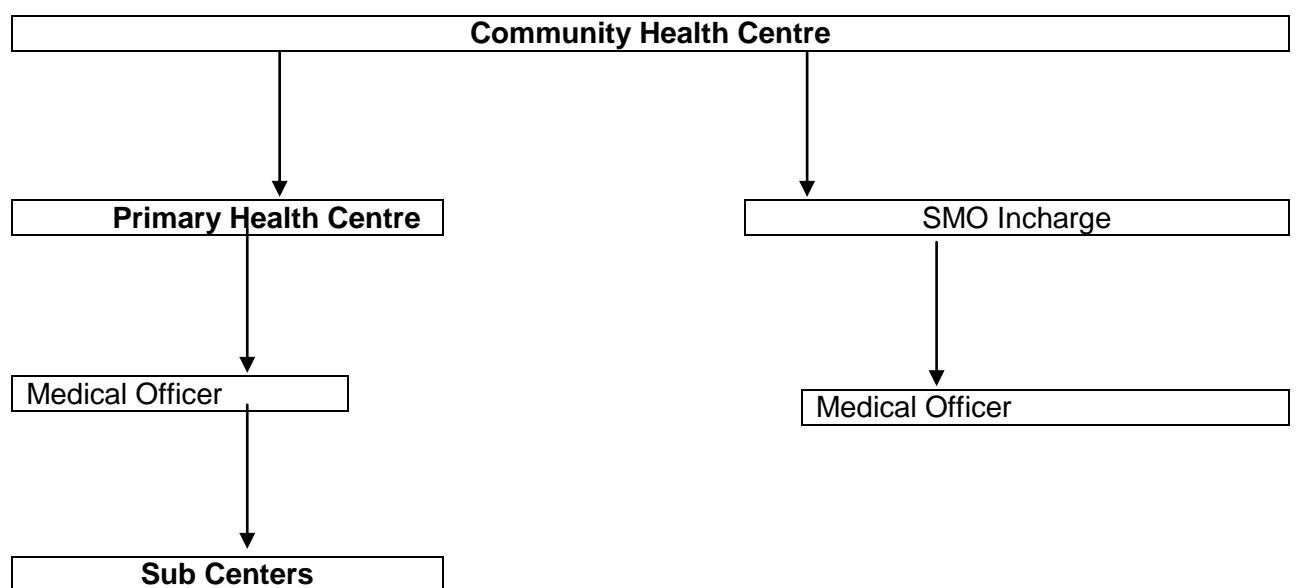
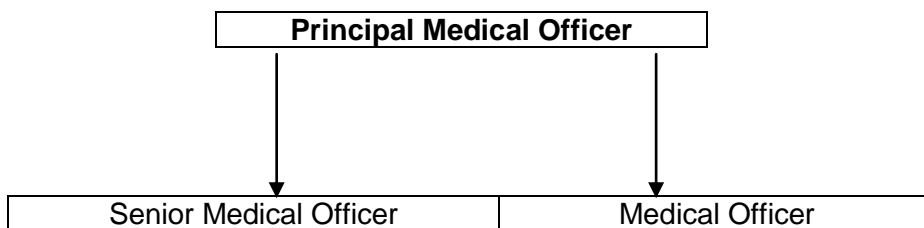
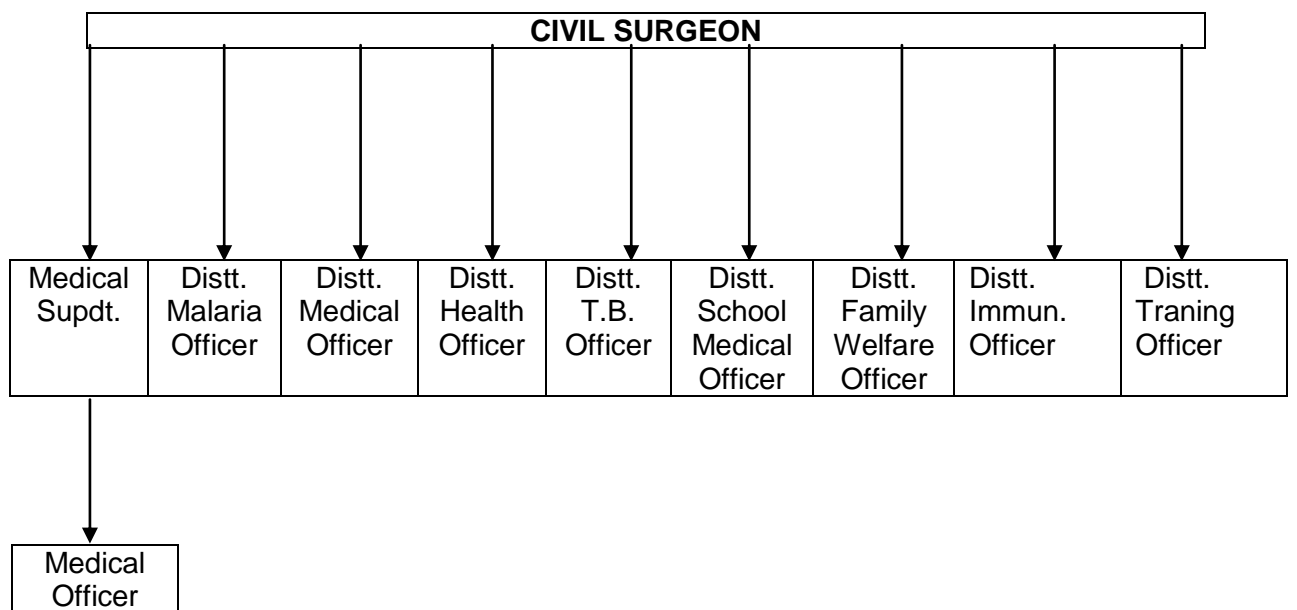
Sweeper is required to sweep and to keep clean the office building and also render such assistance as is required in discharging the functions of the Department.

**Manual under Sec.4 (1)(b) (iii)
 Procedure followed in the decision making process, including
 channels of supervision and accountability**

ORGANIZATIONAL CHART OF HEALTH DEPARTMENT HARYANA



**ORGANIZATIONAL CHART OF HEALTH DEPARTMENT HARYANA
FIELD OFFICE**



**Manual under Sec.4 (1)(b) (iv)
Norms set for Discharge of Functions**

As per Haryana Government approval/instructions/rules followed.

Manual under Sec.4 (1)(b) (v)
Rules, regulations, instruction, manuals and records, held or under control or used by employees for discharging functions

- Indian Dental Act, 1948
- Indian Medical Council Act, 1956
- Atomic Energy Act of X-Ray Radiation, 1962
- MTP Act, 1973
- Transplantation of Human Organ Act, 1994
- Disability Act, 1995
- PNDT Act 1994, Rules 1996

Services Rules of all categories are being followed in the Health Department, Haryana. The details of Service Rules of Haryana Health Department are available at www.haryanahealth.nic.in.

Manual under Sec.4 (1)(b) (vi)
Statement of the categories of documents that are held or under control of the Department

Statement of Categories of Documents

1. Establishment of Class-I Officers.
2. Establishment of Class-II Officers.
3. Establishment matters of HQ.
4. Establishment matters from field offices.
5. Instructions/Circulars from Govt.
6. Court Cases.
7. Transfer Requests.
8. Policies and Guidelines.

Manual under Sec.4 (1)(b) (vii)

The particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation of policy or implementation thereof

Suggestions/Comments from general public, associations of employees and other sources are duly considered for policies and their implementation.

Manual under Sec.4 (1)(b) (viii)

Statement of the 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

- Sexual Harassment Committees at HQ and Field offices
- Human Organ transplant permission Committees at HQ and Field offices
- State level Grievance Committee in matter of employee at HQ

Manual under Sec.4 (1)(b) (ix)
Directory of Officers & Employees
Working at State Headquarter (Health Department)

Sr. No	Name of the Officer/ Official	Designation	Phone No. Extn. No.
1.	Dr. D.P. Lochan	Director General Health Services, Haryana	6627501-101
2.	Smt. Sudha Rani	PS/DGHS	6627502-102
3.	Sh. Ravinder Yadav	Clerk/DGHS	103
4.	Dr. Kamla Singh	ADGHS	6627503-104
5.	Sh. Karambir Ranga	SSS/ADGHS	105
6.	Dr. Rajiv Vadera	DHS(Training)	6627505-106
7.	Dr. Aditya Chaudhary	DHS(Malaria)	6627506-109
8.	Dr. Parveen Garg	DHS (Lab.)	6627506-117
9.	Sh. Sandeep	Clerk/DHS(Dental)	110
10.	Dr. Parveen Sethi	DHS(Dental)	111
11.	Sh. Kamaljeet	Deputy Supdt. (Dental)	114
12.	Dr. Arun Joshi	DD(HMD)	115
13.	Smt. Seema Madan	SSS/DHS(Lab.)	116
14.	Dr. Satish Aggarwal	DHS(FW)	
15.	Sh. Hardeep Singh	Additional Director (Admn.)	6627507-201
16.	Sh. Nirmal	Clerk/AD(Admn)	202
17.	Dr. Vishvneet Singh	DD(HE)	6627508-203
18.	Dr. M.P. Sharma	M.O. (I.T.)	2569122-204
19.	Sh. Sukhram Pal Sangwan	ADA	205
20.	Sh. Balihar Ali	Superintendent (Admn)	6627509-206
21.	Smt. Vedo Devi	DD (Nursing)	6627510-207
22.	Dr. Renu Pehal	DD(PNDT)	6627511-208
23.	Dr. Aprajita	DD(IDSP)	6627512-209
24.		IDSP	210
25.	Smt. Sudesh Kumari	Superintendent (Nursing)	211
26.	Dr. Rekha Singh	DD(NCD)	213
27.	Dr. Kajal Khambra	MO(NCD)	214
28.		NCD	215
29.	Sh. Vijay Kumar	Accounts Officer (G)	216
30.	Smt. Renu Bhardwaj	Superintendent (Accounts & Pension)	6627514-218
31.	Sh. Ramesh Garg	T.O. (Goiter)	6627515-301
32.	Smt. Anish Punia	FSDU	6627516-302
33.	Sh. Balihar Ali	Superintendent E-IV	303
34.	Smt. Reeta Mehta	Ad.O.(G)	6627517-304
35.	Dr. J.C. Garg	DD (PM)	6627518-305
36.	Sh. Naresh Kumar	Dy.Supt. (RTI)	306
37.	Sh. Devender Dahiya	Asstt. Incharge (E-II & E-V)	307
38.	Smt. Kusum Nehra	Asstt. Incharge (HE)	308
39.	Dr. Rakesh Sehgal	DD(Opthl.)	309
40.	Sh. Parveen Kumar	Projectnlist	310
41.	Sh. Satish Kumar	Care-taker	6627519-311
42.	Sh. Manphool Chand	Dy.Supt. (E-I)	312
43.	Smt. Kiran	Superintendent (Record)	313
44.	Sh. Mahesh Kumar	Dy.Supt. (E-III)	314
45.	Smt. Sumitra Devi	Budget Officer	6627520-401
46.	Sh. Ramesh Kumar	Dy.Supt. (Budget)	402
47.	Sh. Hukam Singh	Dy.Supt. (Bill)	403
48.	Sh. Ram Dayal	Cashier	404
49.	Sh. Subhash Chander	Dy.Supt. (PH)	406
50.	Sh. Rajbir Chauhan	Dy.Supt. (PM)	407
51.	Sh. Pahlad Singh	Dy. Supdt. (Construction)	408
52.	Smt. Dayawanti	Dy.Supt. (planning)	409

Manual under Sec.4 (1)(b) (x)

Monthly remuneration of the officers and employees including the system of compensation as provided in its regulations

Monthly Remuneration of Officers/Officials Working at State Headquarter (Health Department)

Sr. No	Name of the Officer/ Official	Designation	Salary in Rs. 2/2015
1.	Dr. D.P. Lochan	DGHS, Haryana	193450
2.	Dr. Kamla Singh	ADGHS	185108
3.	Dr. Parveen Garg	DHS(Lab.)	163099
4.	Dr. Satish Aggarwal	DHS(FW)	178809
5.	Dr. Rajiv Vadera	DHS(Training)	178752
6.	Dr. Aditya Chaudhary	DHS (Malaria)	178752
7.	Dr. Parveen Sethi	DHS (Dental)	172465
8.	Sh. Hardeep Singh	Addl. Director (Admn.)	125532
9.	Dr. Aparajita	DD (SS), EPI/IDSP/Malaria	171347
10.	Dr. Renu Malik	DD (SS) FW/PNDT	161500
11.	Dr. Rakesh Sehla	DD (TB) / Blindness	139311
12.	Dr. J.C. Garg	DD (PM)	156294
13.	Dr. Rekha Singh	DD (Cancer Control)	134818
14.	Dr. Deepika Gupta	DD (NRHM)	171347
15.	Dr. Bimla Anand	DD (PH)	104032
16.	Dr. Yogesh Sharma	DD (Malaria)	147796
17.	Dr. Vivek Bhadoo	SMO GH-6, PKL	134818
18.	Dr. Arun Joshi	DD(HMD)	139311
19.	Dr. Vishvneet Singh	DD(HE)	135254
20.	Dr. Deepali Aggarwal	DD(FW)	139311
21.	Dr. Monika kaura	DD(PH)	131960
22.	Dr. Sangita Singhal	Epidomologist/Associate Professor	127081
23.	Dr. Renu Aggarwal	DD(UHM)	171347
24.	Dr. Kamna Goel	MO (SIHFW)	69281
25.	Dr. M. P. Sharma	MO (IT)	67041
26.	Dr. Kajal Khambra	MO (NCD)	87384
27.	Dr. Sandeep Jain	MO (PM)	131359
28.	Dr. Rajesh Kumar Khyaliya	MO (Malaria)	101402
29.	Dr. Amit Phogat	MO (CH) ,	82788
30.	Dr. Suresh Dalpat	MO (CH)	3815
31.	Dr. Alka Garg	MO (NRHM)	103842
32.	Dr. P.K. Singh	DD (M&E)	76454
33.	Smt. Prem Kaur (Own pay Scale)	DD (MM)	56245
34.	Smt. Vedo Devi	DD (Nursing)	71602
35.	Sh. Ashutosh	A.D.(Demo)	59226
36.	Smt. Anish Punia	TO (FSDU)/HE	60519
37.	Sh. R.K. Garg	TO (Goiter)	57301
38.	Smt. Shashi Kiran	Ad.O.(FW)	60837
39.	Smt. Reeta Mehta	Ad.O.(G)	60905
40.	Smt. Sumitra Devi	Budget Officer	60019
41.	Smt. Kiran Bala	Superintendent	53868
42.	Smt. Sudesh Kumari	Superintendent	47532
43.	Sh. Blihar Ali	Superintendent	44177
44.	Smt. Renu Bhardwaj	Superintendent	47557
45.	Sh. Dilbag Singh	Superintendent	50032
46.	Sh. Naresh Kumar	Dy.Supdt.	47688
47.	Smt. Dayawanti	Dy.Supdt.	46947
48.	Smt. Narain Devi	Dy.Supdt.	45308
49.	Sh. Ramesh Kumar	Dy.Supdt.	51078

50.	Sh. Subhash Yadav	Dy.Supdt.	48516
51.	Sh. Mahesh Kumar	Dy.Supdt.	51078
52.	Sh. Shyam Sunder	Dy.Supdt.	51078
53.	Sh. Manphool Chand	Dy.Supdt.	52554
54.	Sh. Kamaljit	Inspection Officer	51078
55.	Sh. Ujjagar Singh	Inspection Officer	48899
56.	Smt. Kusum Lata	Assistant Incharge	50230
57.	Sh. Davinder Singh Dahiya	Assistant Incharge	46030
58.	Sh. Rajbir Singh	Assistant Incharge	47376
59.	Smt. Sudha Rani	Private Secretary	53067
60.	Smt. Surjeet Kaur	Personal Assistant	50456
61.	Sh. Parmal Singh	Senior Scale Steno	42078
62.	Sh. Karambir Ranga	Senior Scale Steno	43383
63.	Smt. Sunita Devi	Senior Scale Steno	37458
64.	Smt. Seema Madan	Senior Scale Steno	37345
65.	Sh. Dharampal Antil	Assistant	28160
66.	Smt. Santosh Wadhwa	Assistant	45970
67.	Sh. Rohtash Kumar	Assistant	44645
68.	Sh. Sohan Lal	Assistant	46570
69.	Sh. Satbir Singh Janagal	Assistant	42099
70.	Sh. Surinder Mohan Bhardwaj	Assistant	45053
71.	Smt. Renu Sood	Assistant	41313
72.	Sh. Sube Singh	Assistant	41325
73.	Smt. Anil Kumari	Assistant	39096
74.	Sh. Om Parkash	Assistant	42078
75.	Sh. Satyavir Singh	Assistant	38366
76.	Sh. Azad Singh	Assistant	40523
77.	Sh. Randhir Singh	Assistant	39433
78.	Sh. Rajbir	Assistant	36179
79.	Sh. Sumer Singh	Assistant	36179
80.	Sh. Ravi Dutt	Assistant	37458
81.	Sh. Balwinder Singh	Assistant	38366
82.	Sh. Bhupinder Singh	Assistant	35206
83.	Sh. Dinesh Kumar	Assistant	38366
84.	Sh. Gajinder Singh	Assistant	38366
85.	Sh. Sudesh Kumar	Assistant	37866
86.	Smt. Munni Devi	Assistant	37345
87.	Smt. Sarita	Assistant	34275
88.	Sh. Ram Dayal	Assistant	37365
89.	Sh. Om Parkash Jangra	Assistant	37345
90.	Sh. Suresh Kumar	Assistant	37345
91.	Sh. Deepak Kumar	Assistant	37345
92.	Sh. Sudhir Kumar	Assistant	37345
93.	Sh. Partap Singh	Assistant	34275
94.	Sh. Dilbag Singh	Assistant	36346
95.	Sh. Shailender Jaswal	Assistant	36346
96.	Sh. Dalip Kumar	Assistant	36346
97.	Sh. Ravi Kumar	Assistant	36346
98.	Sh. Prithvi Singh	Assistant	33364
99.	Sh. Sham Singh	Assistant	33364
100.	Sh. Jai Pal Singh	Assistant	33364
101.	Sh. Ashish Bansal	Assistant	36346
102.	Sh. Kunden Singh	Assistant	36346
103.	Sh. Gaurav Sharma	Assistant	33364
104.	Sh. Satbir Singh	Assistant	31346
105.	Sh. Deepak	Assistant	32476
106.	Sh. Sunil Kumar	Assistant	38367
107.	Sh. Tilak Raj	Assistant	38367
108.	Sh. Raj Kumar	Assistant	35370

109.	Sh. Umed Singh	Assistant	32474
110.	Sh. Sudershan Kumar	Assistant	32474
111.	Sh. Hitesh Bansal	Assistant	32474
112.	Sh. Jai Parkash	Assistant	32474
113.	Smt. Anita	Assistant	35370
114.	Sh. Lakhbir	Assistant	34439
115.	Sh. Jitender Singh	Assistant	34439
116.	Smt. Ram Murti	Assistant	34439
117.	Sh. Ashwani Kumar	Assistant	34439
118.	Sh. Satish Kumar	Assistant	34439
119.	Sh. Avtar Singh	Assistant	31783
120.	Sh. Satbir Singh Gaur	Assistant	31783
121.	Sh. Prem Singh	Assistant	29203
122.	Sh. Jeet Ram	Assistant	31783
123.	Sh. Satbir Singh	Assistant	31783
124.	Sh. Surinder Kumar	Assistant	34439
125.	Sh. Himmat Kumar	Assistant	31783
126.	Sh. Rajesh Kumar	Assistant	37345
127.	Sh. Ram Kumar	Assistant	31783
128.	Sh. Satish Kumar	Assistant	31783
129.	Sh. Baljeet	Junior Auditor	42099
130.	Sh. Munish Anand	Junior Auditor	31783
131.	Sh. Satish Kumar	Steno-typist	20837
132.	Sh. Ramphal	Clerk	22890
133.	Sh. Sham Sunder	Clerk	23635
134.	Sh. Amit Saini	Clerk	23861
135.	Sh. Ravinder Singh	Clerk	23097
136.	Sh. Raj Bahadur	Clerk	24463
137.	Sh. Satish Kumar	Clerk	26698
138.	Smt. Jyoti Hooda	Clerk	20955
139.	Sh. Dinesh	Clerk	19707
140.	Smt. Suman Rani	Clerk	19707
141.	Sh. Amit	Clerk	20955
142.	Sh. Vishal Dahiya	Clerk	19707
143.	Sh. Yashpal	Clerk	20774
144.	Smt. Kanta Kumari	Clerk	20955
145.	Smt. Renu	Clerk	20774
146.	Smt. Priti	Clerk	20774
147.	Smt. Pooja Singla	Clerk	20955
148.	Smt. Rajni Bala	Clerk	21023
149.	Smt. Pooja Kapoor	Clerk	21318
150.	Smt. Somi Devi	Clerk	19707
151.	Sh. Dheeraj Jangra	Clerk	21318
152.	Smt. Tripta	Clerk	20774
153.	Sh. Jogender	Clerk	19707
154.	Sh. Maninder Singh	Clerk	20955
155.	Sh. Surender Kumar	Clerk	20774
156.	Sh. Rinku	Clerk	21318
157.	Sh. Vickky	Clerk	20774
158.	Sh. Karamvir Singh	Clerk	20955
159.	Sh. Jitender	Clerk	20955
160.	Sh. Pankaj Kaushik	Clerk	20955
161.	Sh. Jagbir Singh	Clerk	20774
162.	Sh. Sandeep	Clerk	22844
163.	Sh. Kanwar Pal	Clerk	20774
164.	Sh. Rajinder Kumar	Clerk	25042
165.	Sh. Satyawan	Clerk	21027
166.	Smt. Rajesh Kumari	Clerk	21027
167.	Smt. Sonia Garg	Clerk	25932
168.	Sh. Sandeep	Clerk	19707

169.	Sh. Nirmal	Clerk	19707
170.	Km. Anuradha	Clerk	19707
171.	Sh. Ashok Kumar	Clerk	19707
172.	Sh. Nairder Pal Singh	Clerk	19707
173.	Sh. Jai Bir	Clerk	20774
174.	Sh. Amrit Pal Singh	Clerk	19707
175.	Sh. Ram Gulzar	Clerk	25926
176.	Sh. Deepak Sood	Clerk	23793
177.	Smt. Manoj Kumari	Clerk	23429
178.	Sh. Ved Parkash	Clerk	21909
179.	Sh. Vinod Kumar	Clerk	21909
180.	Sh. Satpal Sharma	Clerk	26653
181.	Sh. Sunil Kumar	Clerk	21606
182.	Sh. Man Mohan Singh	Clerk	21909
183.	Sh. Krishan Kumar	Clerk	19707
184.	Smt. Lalita Khanna	Clerk	19707
185.	Sh. Naresh Kumar	Restorer	28751
186.	Sh. Sant Ram	Restorer	29876
187.	Sh. Radhey Sham	Restorer	22041
188.	Sh. Ram Karan	Restorer	27039
189.	Sh. Manohar Lal	Restorer	24877
190.	Smt. Bhagwanti	Restorer	27016
191.	Sh. Subhash Chand	Daftri	28382
192.	Smt. Jarnail Kaur	Daftri	25704
193.	Sh. Biru Ram	Daftri	25308
194.	Smt. Harbans Kaur	Daftri	23756
195.	Sh. Ram Bodh	Daftri	23978
196.	Sh. Sadhu Ram	Daftri	26009
197.	Smt. Anandi Devi	Daftri	22100
198.	Sh. OM Parkash	Daftri	25045
199.	Smt. Shanti Devi	Daftri	21458
200.	Sh. Mohan Lal	Peon	22462
201.	Smt Manju Sharma	Peon	20392
202.	Sh. Ali Jaan	Peon	20937
203.	Sh. Amit Kumar	Peon	23910
204.	Sh. Joginder	Peon	22911
205.	Sh. Saleem	Peon	22911
206.	Sh. Brahmanand	Peon	27202
207.	Sh. Hari Om	Sweeper	28567
208.	Sh. Roshan lal	Sweeper	24219
209.	Sh. Rajinder Kumar	Sweeper	24219
210.	Smt. Krishna	Sweeper	23949
211.	Sh. Rajesh Rana	Sweeper	21689
212.	Sh. Partap Singh	Chowkidar	19012

Manual under Sec.4 (1)(b) (xi)

Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made

Budget expenditure (Plan/Non-Plan) of Health Department is on website
(www.hrtreasuries.nic.in)

Manual under Sec.4 (1)(b) (xii)

Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes

Execution of Subsidiary Programme

No Subsidiary Programme is being executed by Department of Health Department, Haryana, hence not applicable

Manual under Sec.4 (1)(b) (xiii)

Particulars of recipients of concessions, permits, or authorizations granted by the Department

No concession, permits or authorizations are being executed by Department of Health Department, Haryana, hence not applicable

Manual under Sec.4 (1)(b) (xiv)

Details in respect of the information, available to or held by the Department, reduced in an electronic form

Most of the information is available in the form of hard copies only. The citizens may also refer to the All the related information available on the web-site of Health Department, Haryana is available (www.haryanahealth.nic.in.)

Manual under Sec.4 (1)(b) (xv)

Particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room, if maintained for public use

SPIO/ASPIOs have been appointed at HQ and district level for providing information under RTI act as prescribed.

Manual under Sec.4 (1)(b) (xvi)

The names, Designation and other particulars of Public Information Officers/First Appellate Authorities.

List of SPIOs/ASPIOs and First Appellate Authorities in the Department of Health, Haryana.

Sr. No.	Designation of SPIO	First Appellate Authority	ASPIO/Link Officer as per section 5 sub section 4	Jurisdiction
1.	Deputy Director/ Superintendents/ Deputy Superintendents/ Branch Incharges	Concerned Director Health Services	Sr. Assistant (Concerned Branch)	Concerned Branches
2.	Deputy Director/ Superintendents/ Deputy Superintendents/ Branch Incharges	Additional Director (Admn)	Sr. Assistant (Concerned Branch)	Concerned Branches
3.	Deputy Director/ Superintendents/ Deputy Superintendents/ Branch Incharges	Joint Director (Admn)	Sr. Assistant (concerned branch)	Concerned Branches

Manual under Sec.4 (1)(b) (xvii)
Such other Information as may be prescribed

Additional information is available on the Web Site at the following

(www.haryanahealth.nic.in.)

Report

Report in respect of Health Department, Haryana for the period ending 31.12.2014 for the purpose of Monitoring and reporting under Section 25 (1) of Right to Information Act, 2005

Information is available on the Web Site under Monthly/Annual reports at the following

(www.haryanahealth.nic.in.)