

Informational Rights Act Section २००५(४) Under

Spontaneously Public To do Regarding information.

Section ४ (३)(b)(i)

Health Department, District Council Thane Here Of works And Duties Theirs Details

Office name	Health Department, Zilla Parishad Thane
Address	Square Fit Homes, २nd Floor Plot No. १०६/१०७, S. G. Barve Road, Opposite S. T. Bhavan, Wagle Estate MIDC, २२nd Circle, Thane (West)
Head of Office	District Health Officer, Zilla Parishad Thane
Name of government department	Public Health Department, Mantralaya Mumbai
Under which ministry's department?	Public Health Department, Mantralaya Mumbai
Area of operation — Geographical function	Thane jurisdiction
Specific tasks	Taking all health preventive measures
Departmental Mission/Policy	Taking preventive measures regarding health issues
Policy	Providing health facilities to the rural population
All relevant personnel	Medical Officer/Technical Staff in the Health Department
Task	Providing health services within the scope of work.
Broad scope of work	To implement health services as per the government's decision.
Property details Building and site details	Primary Health Center and Sub-Center buildings, Medical Officer/Staff Residence
Services available	Implementing all government-approved National Health Service programs
Details of each level of the scope of work in the organizational chart	A table is attached.
Office telephone numbers and hours	०२२-२५३४६४०५, ०२२-२५३६९६८२ Time:- ९.४५ am to ६.१५ pm
Weekly holidays and designated times for specific services	Saturday, Sunday, Public Holiday

Section 4 (1)(b)(ii) Specimen-a
Details of powers of officers and employees of Health Department, Zilla Parishad Thane

A

A.S.	Designation	Rights Financial	According to which law and government decision	Feedback
1	District Health Officer	1. Power to grant administrative approval for major constructions and repairs	M.G.P. and P.S. Accounts Compliance Rules-1968 (Rule 4 below) Appendix-Two	-
		From 1,00,001 to 10,00,000*	Rural Development Department, S.N.No.ZPA-2016/Pr.No.56/Finance-9 dated 07 October 2017	
		2. Power to give administrative approval in relation to development plans		
		From 0 to 10,00,000*	---// ---	
		3. Power to give technical approval in relation to development schemes implemented from the self-generated resources of the ZP.		
		5,00,001 to #10,00,000*	---// ---	
		4. Power to accept tenders or contracts for construction or development projects		-
		From 1,00,001 to 10,00,000*	---// ---	
		5. Withdrawal and Disbursement Officer	M.G.P. and P.S. Accounts Competence Rules -1968	-
2	Administrative Officer	Salary and allowances, withdrawal and distribution of grants received on schemes		-

B

A.S.	Designation	Administrative authority	According to which law/rule/government decision and circular?	Feedback
1	District Health Officer	Subordinate employee-	Powers delegated by Hon'ble Chief Executive Officer 1.No. S.P.R./Delegation/Aastha3/756	
		1. Salary increase.	Dated 1 May 1999	
		2. Granting leave	2.No.Sapravi/Delegation/Astha3/1883	
		3. Minor punishment.	Dated 17.7.2002	
		4. Reporting and reviewing confidential reports.	3.No.Sapravi/Aastha-3/1300	
		5. Entries in the service book of officers and employees	Date 31.8.2000	
		To sign.	4.J.No./Sapravi/Delegation/Aastha-3A/128/14 Dated :- 23/01/2014	
		1. Preparation of appointment/promotion proposals for Class 3 and Class 4.	5. No./Sapravi/Delegation/Aastha-3A/1052/14 Dated :- 28/08/2015	
		2. To oversee the work of the Health Committee as Member Secretary.	6.J.No.Thajip/Sapravi/Aastha-3/Vashi/1603/2017 Dated :- 07/11/2017	

C

A.S.	Designation	Rights Criminal	According to which law/rule/government decision and circular?	Feedback
			Not applicable	

D

A.S.	Designation	Authority-quasi-judicial	According to which law/rule/government decision and circular?	Feedback
			Absolute	

Section 4(1)(b)(ii)

Details of the work of officers and employees of the Health Department, Zilla Parishad Thane Division

A.S.	Designation	Powers and duties of the position	Order No	Feedback
1	Dr. Gangadhar Parge	Administration, control and supervision of all national health programs	Officers transferred by Hon'ble Chief Executive Officer 1.No. S.P.R./Delegation/Aastha3/756 dated 1st May 1999	
	District Health Officer	Subordinate employee-	2.No.Sapravi/Delegation/Astha3/1883 dated 17.7.2002	
		1. Salary increase.	3.No.Sapravi/Aastha-3/1300 dated 31.8.2000	
		2. Granting leave	4.J.No./Sapravi/Delegation/Aastha-3A/128/14 Dated :- 23/01/2014	
		3. Minor punishment.	5.No./Sapravi/Delegation/Aastha-3A/1052/14 Dated :- 28/08/2015	
		4. Confidential report reporting and review.	6.J.No.Thajip/Sapravi/Aastha-3/Vashi/1603/2017 Dated :- 07/11/2017	
		5. Signing the entries in the service books of officers and employees		
		6. Granting special leave for tuberculosis and cancer.		
		7. Approval of medical reimbursement payments		
		8. Preparation of appointment/promotion proposals for Class 3 and Class 4.		
		9. To oversee the work of the Health Committee as Member Secretary.		
2	Dr. Swati Shinde District Mother and Child Welfare Officer	Reproductive and Child Health Programme, Universal Immunization Programme, Polio Eradication Programme (PPI), AFP Surveillance, Anganwadi Checkup, Navsangjeevani Scheme, Human Development Programme, Vitamin A Distribution Campaign, Deworming Campaign, IDCF, Birth and Death		
3	Dr. Anjali Chaudhary Medical Officer District Training Center	To control the functioning of the District Training Center.		
4	Administrative Officer post vacant Additional charge Dr. Swati Shinde	Overseeing the entire office supervision, salaries and allowances, withdrawal and distribution of grants received on schemes, all accounting matters, and functioning as a Public Information Officer.		

5	Assistant Accounts Officer Additional Charge Shri. Sarita Chougule	Supervise and control all accounting work, complete payroll, allowances and all types of audit, account verification etc. Control and complete work related to other accounts.		
6	Mr. Yogita Dhiwar (Pataker) Assistant Administration Officer	<p>1. Absence of Heads of Office/Heads of Department on office work</p> <p>To keep control.</p> <p>2. Control over daily employee attendance sheet.</p> <p>3. Controlling the daily movement register.</p> <p>4. Register and control the daily and advance travel programs of the Head of Office.</p> <p>5. To ensure the arrangements of senior officers/officials during their visits.</p> <p>6. Coordination tools for local level officers and officials.</p> <p>7. Control and monitor all offices.</p> <p>8. In addition to the office at the taluka level, the headquarters (district) level also has to monitor the work and court cases as per their accounts.</p> <p>9. Disposition of Vidhan Sabha starred questions/unstarred questions/Lokayukta cases.</p> <p>10. In addition, to carry out work as per the orders given by the superiors from time to time.</p>		
7	Mr. Nitin Ghodke Junior Administration Officer No. 1	<p>1. To control the functioning of the establishment.</p> <p>2. Control the work of updating the entire office files in a systematic manner as per the Maha.Zilla Parishad and Panyayat Samiti (Classification/Censorship of Documents) Rules, 1964, with the cooperation of the concerned employees.</p> <p>3. Grievance redressal register and control over that work.</p> <p>4. Preparing and presenting consolidated information required for district level meetings.</p> <p>5. Maintain and control the telephone register by keeping it up to date and complete the documents in collaboration with the concerned staff.</p>		

		<p>6. To maintain records (collected) in court cases and to complete the documents with the cooperation of the concerned employees.</p> <p>7. To assume supervisory responsibility for the above-mentioned activities related to them.</p> <p>9. In addition, to carry out work as per the orders given by him from time to time.</p>	
8	Shri. Rutuja Sarnobat Junior Administrative Officer No. 2	<p>1. To control the functioning of the establishment.</p> <p>2. To complete the documents with the cooperation of the concerned employees regarding the correction of doubts in the inspection notes of the Hon'ble Commissioner/MCO/DPO.</p> <p>3. To consolidate the summary of the work report letters of all employees and to consolidate the summary of the records of the postal department (to keep the consolidated records updated by taking notes in the register book)</p> <p>4. Inspecting the files of clerical staff and keeping the records and inspection reports updated.</p> <p>5. Supervise the marking and distribution of daily mail.</p> <p>6. To take care of the issuance of Assembly/Starred/Unstarred Question References and important Government References in collaboration with the concerned employees.</p> <p>7. To control and exercise supervisory responsibility over the training activities of employees/officers/officers.</p> <p>8. In addition, to carry out work as per the orders given by him from time to time.</p>	
9	Mr. Prashant Yashwantrao Junior Accounts Officer	<p>Submitting salary payments, travel allowance payments, additional allowance payments and other payments of various schemes for approval under the main account head 2211, checking various scheme accounts, preparing budgets, (quarterly, eighth, eleventh) withdrawing and distributing grants under the account head 2211 from the treasury. Reconciling the expenditure and completing the expenditure accounts.</p> <p>Preparing monthly/quarterly expenditure reports every month and submitting them to the administrative department.</p> <p>Performing work assigned as per the orders of the S.L.A.</p>	
10	Shri. Dattatray Butare Junior Assistant	<p>Office establishment</p> <p>1. Complete service record of officers and employees</p> <p>2. All activities related to the establishment</p>	

	Establishment-1	3. Pension matters and group insurance policies of officers/employees at the headquarters as well as all ancillary matters.		
11	Shri. Chetmaya Pun Senior Assistant Establishment-2	1. Complete establishment of Medical Officers Group-A and Group-B 2. Complete service record of Medical Officers, Group A and Group B. Complete service record. 3. Pension matters and group insurance claims of Medical Officers, Group A and Group B and all ancillary matters.		
12	Mr. Yogesh Ghag Junior Assistant Establishment-3	1. Complete functioning of the establishment of a leprosy technician 2. Complete functioning of the establishment of the Health Supervisor 3. Complete functioning of the establishment of Health Assistant (Male) 4. Complete functioning of the establishment of health workers (male) 5. Complete operation of the sanitation workers' establishment		
13	Padrikta Asthana-4 Additional Shri Ghag	1. All the related work related to the establishment of the Drug Manufacturing Officer cadre 2. All the related work related to the establishment of the Laboratory Technician cadre		
14	Shri. Akanksha Desai Junior Assistant Establishment-5	1. All the related work related to the establishment of the Health Servant (Female) cadre 2. All the related work related to the establishment of the Health Assistant (Female) cadre 3. All the ancillary work related to the establishment of the part-time female attendant cadre for the assistant nurse midwife.		
15	Mr. AV Kolhe, Junior Assistant Establishment - 7	1. All group insurance cases within the scope of work, 2. Pension matters of all officers/employees in the jurisdiction, 3. Advance tour program and daily schedule of headquarters officers and staff 4. Ancillary work and correspondence regarding employees/soldiers at Primary Health Center level 5. All establishment related matters of employees (sepais) regularized under Kalelkar agreement		
16	Mr. Sunil Kolambe	Health Committee: All administrative and financial responsibilities and all other meeting activities		

	Extension Officer (Statistics) Administration-1	Working of Panchayat Raj Committee, Scheduled Caste Committee, Scheduled Tribe Welfare Committee. Family planning program Submitting reports under Yashwant Raj Panchayat Abhiyan Smart PHC Scheme Coordination meeting of Hon. Mu Ka A	
17	Mr. Vikrant Kamble Health Supervisor Administration-2	1. Right to information received in the office, first appeal, second appeal 2. Aapple Sarkar Portal Application Action 1.RDD 2. Health Department 3. Panchayat Samiti Inspection Program, Hon'ble Divisional Commissioner Inspection 4. Employee organization activities 5. Action on newspaper clippings 6. Office staff office check Taluka Health Office and Primary Health Center office 7. Collect biometric reports from taluka level and submit reports to the Deputy Director's office 8. Archive room functioning	
18	Mr. Tejal Ugle Junior Assistant Accounts Accounts Branch -2,3	1. Full responsibilities of the accountant position 2. Distribute checks received by the Health Department regarding payments to suppliers of medicines, equipment and supplies purchased by the Warehouse Branch. 3. Prepare and pay invoices to the relevant account as per the requirement and under the account head. 4. Complete the cash book by summarizing undisbursed cash and cash withdrawals. Additional duties Junior Accounts Officer, Senior Assistant Accounts 5. Transferring medical bills, travel allowance payments, xerox payments, overtime allowance payments, cheques received after approval to the account of the concerned officer/employee. 6. Requesting and making available necessary grants. 7. All matters regarding water bills, electricity bills, etc. 8. Computer and Xerox Repair and Maintenance 9. Heavy collection register	

19	Mr. Amol Bodhe Health Assistant Payroll Office Accounts Branch-3	<ol style="list-style-type: none"> 1. Salary payments of officers/employees at headquarters 2. Salary payments of Medical Officers Group A and Group B 3. All income tax related matters of all officers/employees 4. Complete differential payments of officers/employees/medical officers 5. Medical bills of headquarters employees. 6. Travel allowance payments to headquarters staff 7. Xerox payments of headquarters employees. Overtime allowance payments. 		
20	Ms. Sunita Vakse Junior Assistant Incoming and Outgoing Branch	Complete operations of the postal, incoming and outgoing branch in the office		
21	Mr. Rajan Handore Health Assistant Vehicle Branch	Complete operations of the vehicle branch Correspondence, proceedings from NGOs Appreciation program for meritorious officers and employees of the health department Primary Health Center Level Security Guard Related Work		
22	Mr. Jagannath Dhangar Health Services 1	<ol style="list-style-type: none"> 1) Taking necessary measures in terms of public health 2) Publication Literature Printing Z.P. Scheme 3) Provision of facilities in case of travel emergencies. 4) Medical Payments Technical Approval and Administrative Approval 5) Submitting a proposal to provide financial assistance to terminally ill patients. 6) Proceedings regarding hotel, lodging boarding, water park exemption certificate 7) Assisting Dr. Masal Taluka Health Officer Kalyan for hospital registration 8) Processing of school exemption certificates 		
23	Mr. Namdev Tarse Health Supervisor	<ol style="list-style-type: none"> 1. Ashram School Inspection Report 2. Implement Pulse Polio vaccination campaign. 3. Special Pulse Polio Vaccination Campaign -(SNID) 4. Implementing NDD campaigns 		

	Health Services 2	5. Human Development Supervision		
24	Mr. Sajit Jadhav Health Supervisor Health Services 3	1. Planning Department Assistant 2. NCD Programme Non-communicable Diseases 3. Health Enhancement Scheme 4. Pradhan Mantri Jan Arogya Yojana		
25	Shri. Prabhawati Salunkhe Health Supervisor Health Services 4	1. All programs and reports related to child health 2. National Program Supervision (Pulse Polio, NDD, SAANS, SAM-MAM, RCH & HMIS Portal) 3. Working as per instructions given by the authorities from time to time		
26	Mr. Anirdha Lodh Health Assistant Health care 5 Epidemics	1. Preparation of District Health Officer ATP and Dairy. 2. Proposals for private nursing schools and government nursing schools RPH actioned 3. Actions and correspondence regarding Bogus Doctor District Level Bogus Doctor Review Committee Meeting and Planning Actions 3. Waterborne Pest IHIP Supplementary Circulars, Preventive Measures Preliminary and Final Report Presentation 4. Animal Disease Committee District Level Committee Meeting and 5. Infectious Disease District Level Committee Meeting and Planning Proceedings 6. Climate Change and Human Health District Level Task Force Committee Meeting and Planning Proceedings 7. Sansad Adarsh Village Scheme. 8. Sonography examination of pregnant mothers Z.P. scheme		
27	Shri Amarbabu Tayde Health Assistant Health Service 6	1) Implementing human development programs 2) Implementing the Navsanjeevani Yojana program 3) CTC sunk wages cess fund 3) Responsible meetings 4) Core Committee 5) Submission of Pune Office Report 6) Submission of Tribal Project Shahapur Report 7) PADA Volunteer/Medical Aid Team Monthly Report		
28				

29	Srimilan Checkup Health Assistant Health Service 7	1) AMB Program (Anaemia Mukta Bharat) WIFS 2) National Tuberculosis Eradication Programme 3) National Leprosy Eradication Programme 4) Non-communicable diseases 5) Keeping records of collecting LAQ 6) OPD/ IPD report collection 7) School Health Checkup Report 8) Work as per instructions given by the authorities from time to time 9. ATP Reports Survey Reports and Actions	
30	Shri Pramod Gharat Aragya Assistant Health Service 8	1) Epidemic weekly and monthly report proceedings 2) Leptospirosis and swine flu daily report action 3) Water Quality and Sanitation Survey Report Action 4) Heatstroke report action 5) Monsoon Period Action Plan, related reports and correspondence proceedings 6) Snakebite, dogbite and scorpion sting report action	
31	Mr. Vishal Kodarlikar Junior Assistant Planning Branch	1) Working of the Planning Branch 2) Preparing the District Annual Plan (General) and requesting for grants 3) Preparing District Annual Plan (Tribal) and requesting for grants 4) Preparation of a new comprehensive plan for the maintenance and repair of health institutions 5) Planning by taking resolutions in the District Planning Committee Meeting, Zilla Parishad General Meeting, Standing Committee Meeting, Health Committee Meeting - Meetings 7) Providing space for health institutions 8) Health Department Building Maintenance and Repair 9) Overseeing all the activities of the Planning Branch	
32	Mr. Rakesh Dolkar Health Worker Health Service 9	1. Administrative approval of medical payments by medical officer 2. Travel and camp management, providing health facilities at the Mahalaxmi Saras Exhibition, Konkan Saras Exhibition venues 3. Redressal of health related complaints received from citizens/officers	

		<p>4. IMI, SAANS, Pulse Polio, NDD and all other various programs (printing, publicity) publicity – tender processing, distribution of publicity materials and accounting. Proceedings</p> <p>5. Additional District Health Officer to prepare ATP and Diary</p> <p>6. Preparation of District Maternal Child Welfare Officer ATP and Diary</p> <p>7. IODINE Minority Disorders Program Report</p> <p>8. Assistance to the drug store branch</p>		
33	Shri. Afsarbana Sheikh Health Service Women's Warehouse Branch-2	<p>1) Maintaining all activities related to the vaccination program, vaccine stock and distribution register.</p> <p>2) Other campaigns from time to time,</p> <p>3) Regular vaccination program</p>		
34	Shri.N.H.Patil Drug Manufacturing Officer Warehouse Branch	To perform all the operations of the warehouse branch.		
35	Mr. Arjana Gaikwad Statistical Supervisor Statistics Department	To carry out all the work related to birth and death registration		
36	Mr. Khilchand Bendale, Cold Storage Technician	1) Maintenance and repair of refrigerators at primary health center and sub-center level.		

Section 4 (1)(b)(iii)

Publication of procedures for determining the responsibility and accountability for supervision in the decision-making process in the Health Department Office

The staff handling the work of the office submits the file of the relevant subject to the District Health Officer for final decision/approval through the Assistant Administrative Officer, Junior Administrative Officer, Administrative Officer, Assistant District Health Officer.

The employees of the concerned office are responsible for receiving and submitting information/reports from Primary Health Centers, Sub-Centers and other departments. The responsibility of supervising this work lies with the Assistant Administrative Officer, Junior Administrative Officer, Health Supervisor, Statistical Officer, Additional District Health Officer, Assistant District Health Officer respectively.

It is the responsibility of the employees of the relevant office to keep the records they have up to date.

A.S.	Nature of work	Duration	Responsible officer/employee	Feedback
1	Receiving and compiling monthly reports of various development schemes from Primary Health Centers, Sub-Centers and other departments.	1 month	The concerned office staff, Assistant Administrative Officer, Junior Administrative Officer, Health Supervisor, Statistical Officer, Assistant District Health Officer, Additional Health Officer supervise this matter.	
2	Zilla Parishad, Hon'ble Deputy Director Health Services Mumbai Board	As per the instructions given by the government from time to time	Administrative Officer, Assistant District Health Officer, Additional District Health Officer	
	Inspection of work under development schemes being implemented through Thane			
3	Government, Hon. To take action to fill technical posts as per the letter from the Chief Executive Officer, to prepare information about vacant posts, to handle all establishment-related matters, to submit applications from general citizens, applications, complaints etc. from Primary Health Center workers.	As per the instructions given by the government from time to time	Responsible employee of the relevant office	

Section 4 (1)b (v) Specimen (a)

Rules/Acts related to work in the Health Department Office

Section 4 (1) (b) (vi)

Classification of documents in the District Health Department

A No.	Document type	Subject	Detailed topic of major issues	Safekeeping period
1	A	Compilation of Standing Orders	Various standing orders received from the government	Permanent
2	A	service manuals	Service books of officers/employees	Permanent
3	A	Hardcover book	Office furniture notes	Permanent
4	A	Incoming records	Record of all mail arriving at the office	Permanent
5	B	Advance registration	Records of advances given to personnel officers	30 years
6	B	Attendance sheet	Daily attendance record of employees	10 years
7	C	Stock register	Records of office supplies used daily	10 years
8	C	Inspection report	Visits to work/work	10 years
9	C	Inquiry report	Investigation of complaints received	10 years
10	C	Job Description / Case File	Collection of various topics	10 years
11	C	Diary	Monthly work diary of officers	10 years
12	C	Diary	Monthly work diary of medical officers	10 years
13	D	fixed times	Monthly/Quarterly/Annual Progress Reports	1 years

Section 4 (1) (b) (vii)

Arrangement for consultation with the public for impactful work in the District Health Department

A No.	Subject of consultation	Detailed description of the working system	By which circular?	Repetitive tense
1	Overview of all national health programs	Problems are resolved by holding monthly review meetings of all medical officers in the district.	Deputy Director Health Services and District Health Officer	Every month
2	Training and supervision of various national programs	District Medical Officer, Health Officer, Assistant Nurse, Public Relations Officer, Health Supervisor, Statistical Officer, Health Assistant, Health Servant	Training is organized as per the letter received from the government from time to time.	3 months

Section 4 (1) (b) (viii)

Sample (A)

Publishing details of meetings of committees/councils/board of the District Health Department

A. No.	Name of the Committee	Committee members	Objective of the committee	Is the meeting open to the public or not?	Minutes of the meeting
1	Health Committee	Hon. Speaker (Chairman) 1 + Members 8 = Total 9	Approving various schemes in the health department. Implementing innovative plans. Implementing Central Government and State Government schemes at Primary Health Center level	No	Secretary, Health Committee and District Health Officer, Zilla Parishad Thane

Section 4 (1) (b) (viii)

Sample (B)

Publishing the list of meetings in the District Health Department

A. No.	Name of the Assembly	Members of the meeting	How often is it taken?	Is the meeting open to the public or not?	Minutes of the meeting (available)
Absolute					

Section 4 (1) (b) (viii)

Sample (a)

Publishing a list of councils in the District Health Department

Section 4 (1) (b) (viii)

Sample (d)

Publishing a list of any institutions in the District Health Department

Section 4 (1) B (X)

Officers and employees of Health Department Zilla Parishad Thane Division Their names,
addresses and monthly salaries

A.S.	Designation	Officers/employees Name	Class	Ruju Date	Telephone number	Total salary
1	District Health Officer	Dr. Gangadhar Parge	1		857608865	306863
2	Extreme District Health Officer	Dr. Dinesh Sutar	1		8669822425	224600
3	Administrative Officer District Family Welfare Organization	Dr. Swati Anup Shinde	1		8356000050	275420
4	Medical Officer Class- 2	Dr. Anjali Yogesh Chaudhary	1		9821623815	179400
5	Medical Officer Ayush	Dr. Balaji Gawade	2		9822675584	199706
6	District Extension and Media Officer	Mr. Sanjay Prabhakar Jadhav	2	19/03/2024	7350935272	82735
7	Statistics Officer	Shrim. Supriya Darekar	2	2/4/2025	9664236539	80330
8	S.P.A.	Mr. Yogita Laxman Dhivar	3		8452903255	121400
9	C.P.A.	Shrim. Rituja Rupesh Sarnobat	3		9619729580	88470
10	C.P.A.	Mr. Nitin Eknath Ghodke	3		9967835484	88765
11	S.L.A.	Mr. Shantaram Mahadev Shinde	3		8097705252	111225
12	Health Supervisor	Mr. Jagannath Anna Dhangar	3		9987103592	134720
13	Health Supervisor	Mr. Namdev Ganpat Tarse	3		9673213925	130835
14	Extension Officer	Mr. Sunil Spring turtles	3		9421018077	104010
15	V. Six.	Shrim. Ruchira Manoj Bende	3	24/01/2025	7620344512	83475
16	C. Six.	Shri. Akanksha Anil Desai	3		8433616272	83660

17	C. Six.	Shrim. Snehal Gawli	3		8390149705	61090
18	C. Six.	Shrim. Rekha Dnyaneshwar Waste	3		8655266791	50730
19	C. Six.	Mr. Tejal Pradeep Ugle	3		7738361881	40925
20	A.N.A.	Mr. Nitin Hemchandra Patil	3		9892259942	144525
21	Health Supervisor	Mr. Sujith Vasant Jadhav	3		8888222243	70525
22	Health Supervisor	Mr. Vikrant Shashikant Kamble	3		7021914007	70525
23	Health Supervisor	Mr. Prabhawati Dilip Salunke	3		9373312470	134720
24	Health Assistant	Mr. Pramod Nakul Gharat	3		8425909722	108265
25	Health Assistant	Mr. Rajan Krishna Handore	3		9967427730	105120
26	Health Assistant	Mr. Amarbabu Mahadev Tayde	3		9665590003	111410
27	Health Assistant	Mr. Milan Baburao Check	3		7219650809	102160
28	Health worker	Mr. Rakesh Dattatreya Dolkar	3		9867715457	108265
29	Health worker	Mr. Amol Prabhakar Bodhe	3		9028278999	85880
30	C. Six.	Shrim. Aneri Amit Mahamunkar	3		8451928377	50730
31	K.L.A.	Mr. Prashant Dashrath Yashwantrao	3		9224245283	76815
32	health worker(s)	Shrim. Afsarbano Md. Khan	3		9028717690	112520
33	V. Six.	Mr. Sunita Ganpat More	3		9657533852	62755
34	V. Six.	Mr. Chetmaya Pun	3		9594976782	83660
35	C. Six.	Shrim. Astha Chaitanya Chipkar	3		8169240617	54060
36	C. Six.	Mr. Prathamesh Bibhishan Shinde	3		9892503299	39815
37	Air driver	Mr. Anil Damodar Shinde	3		8806247899	88335
38	Air driver	Mr. Ramesh Mukund Vide	3		9867326308	88335
39	Soldier	Mr. Mahendra Bhaskar Patil	3		9323104616	50680
40	Soldier	Mr. Meena Anil Khadang	3		9004572111	67700
41	Soldier	Mr. Sunita Sunil Kharat	3		9987196580	61595
42	Soldier	Mr. Surekha Mohan More	3		9594644127	50680

43	Soldier	Ms. Shilpa Ram Naik	3		8454879427	45315
44	Soldier	Mr. Nitin Kashinath Bhere	3		9370426234	59560
45	Health Assistant	Mr. Anirudh Anant Lodh	3		9987236702	111410
46	C. Six.	Mr. Dattatreya Gopal Butare	3		9082746422	72375
47	Soldier	Mr. Manisha Ashok Bhadane	3		8422097850	49150
48	C. Six.	Mr. Ramchandra Tukaram Jadhav	3		7039692049	72375
49	Air driver	Mr. Suresh Bhav Singh Pawar	3		8550904686	73905
50	Air driver	Mr. Narendra Rajaram Bhoir	3		9967835458	88335

Section 4 (1) B (X)

Health Department Zilla Parishad Thane Division Officers and Employees Publishing detailed information about their salaries

A. No.	Employees Name	Designation	Basic salary	Grade pay	Dearness Allowance	House rent allowance	Local supplement Allowance	Transport Allowance / Vehicle Allowance / PTA	NON PRA Allowance	Washing Allowance/ NPA/ DCPS	Total
1	2	3	4	5	6	7	8	9	10	11	12
	Dr. Gangadhar Parge	District Health Officer	148600	0	81730	44580	300	5400	38141	0	318751
	Dr. Dinesh Sutar	Extreme District Health Officer	99500	0	54725	29850	300	5400	34825	0	224600
	Dr. Swati Anup Shinde	Administrative Officer District Family Welfare Organization	122600	0	67430	36780	300	5400	42910	0	275420
	Dr. Anjali Yogesh Chaudhary	Medical Officer Class- 2	90000	0	49500	27000	300	5400	31500	0	179400
	Dr. Balaji Gawade	Medical Officer Ayush	106000	0	58300	31800	300	5400	0	0	201800
	Mr. Sanjay Prabhakar Jadhav	District Extension and Media Officer	43100	0	23705	12930	300	2700	0	0	82735
	Shrim. Supriya Darekar	Statistics Officer	41800		22990	12540	300	2700	0	0	80330
1	Mr. Yogita Laxman Dhivar	S.P.A.	64000	0	35200	19200	300	2700	0	0	121400
2	Shrim. Rituja Rupesh Sarnobat	C.P.A.	46200	0	25410	13860	300	2700	0	0	88470
3	Mr. Nitin Eknath Ghodke	C.P.A.	44900	0	24695	13470	300	5400	0	0	88765
4	Mr. Shantaram Mahadev Shinde	S.L.A.	58500	0	32175	17550	300	2700	0	0	111225
5	Mr. Jagannath Anna Dhangar	Health Supervisor	71200	0	39160	21360	300	2700	0	0	134720
6	Mr. Namdev Ganpat Tarse	Health Supervisor	69100	0	38005	20730	300	2700	0	0	130835
7	Mr. Sunil Spring turtles	Extension Officer	54600	0	30030	16380	300	2700	0	0	104010
8	Shrim. Ruchira Manoj Bende	V. Six.	43500	0	23925	13050	300	2700	0	0	83475
9	Shri.Akanksha Anil Desai	C. Six.	43600	0	23980	13080	300	2700	0	0	83660
10	Shrim. Snehal Gawli	C. Six.	31400	0	17270	9420	300	2700	0	0	61090
11	Shrim. Rekha Dnyaneshwar Waste	C. Six.	25800	0	14190	7740	300	1000	0	0	49030

12	Mr. Tejal Pradeep Ugle	C. Six.	20500	0	11275	6150	300	1000	0	0	39225
13	Mr. Nitin Hemchandra Patil	A.N.A.	76500	0	42075	22950	300	2700	0	0	144525
14	Mr. Sujith Vasant Jadhav	Health Supervisor	36500	0	20075	10950	300	2700	0	0	70525
15	Mr. Vikrant Shashikant Kamble	Health Supervisor	36500	0	20075	10950	300	2700	0	0	70525
16	Mr. Prabhawati Dilip Salunke	Health Supervisor	71200	0	39160	21360	300	2700	0	0	134720
17	Mr. Pramod Nakul Gharat	Health Assistant	56900	0	31295	17070	300	2700	0	0	108265
18	Mr. Rajan Krishna Handore	Health Assistant	55200	0	30360	16560	300	2700	0	0	105120
19	Mr. Amarbabu Mahadev Tayde	Health Assistant	58600	0	32230	17580	300	2700	0	0	111410
20	Mr. Milan Baburao Check	Health Assistant	53600	0	29480	16080	300	2700	0	0	102160
21	Mr. Rakesh Dattatreya Dolkar	Health worker	56900	0	31295	17070	300	2700	0	0	108265
22	Mr. Amol Prabhakar Bodhe	Health worker	44800	0	24640	13440	300	2700	0	0	85880
23	Shrim. Aneri Amit Mahamunkar	C. Six.	25800	0	14190	7740	300	2700	0	0	50730
24	Mr. Prashant Dashrath Yashwantrao	K.L.A.	39900	0	21945	11970	300	2700	0	0	76815
25	Shri. Afsarbano Md. Mine	health worker(s)	59200	0	32560	17760	300	2700	0	0	112520
26	Shrim. Sunita Ganpat More	V. Six.	32300	0	17765	9690	300	2700	0	0	62755
28	Shrim. Chetamaya re	V. Six.	43600	0	23980	13080	300	2700	0	0	83660
29	Mr. Belief consciousness Sticky	C. Six.	27600	0	15180	8280	300	2700	0	0	54060
30	Mr. Prathamesh Bibhishan Shinde	C. Six.	19900	0	10945	5970	300	1000	0	0	38115
31	Mr. Anil Damodar Shinde	Air driver	46100	0	25355	13830	300	2700	0	50	88335
32	Mr. Ramesh Mukund Vide	Air driver	46100	0	25355	13830	300	2700	0	50	88335
33	Mr. Mahendra Bhaskar Patil	Soldier	25800	0	14190	7740	200	2700	0	50	50680
34	Shrim. Meena Anil Khadang	Soldier	35000	0	19250	10500	200	2700	0	50	67700
35	Shrim. Sunita Sunil Kharat	Soldier	31700	0	17435	9510	200	2700	0	50	61595
36	Mr. Surekha Mohan More	Soldier	25800	0	14190	7740	200	2700	0	50	50680
37	Ms. Shilpa Ram Naik	Soldier	22900	0	12595	6870	200	2700	0	50	45315

38	Mr. Nitin Kashinath Bhere	Soldier	30600	0	16830	9180	200	2700	0	50	59560
39	Mr. Anirudh Anant Lodh	Health Assistant	58600	0	32230	17580	300	2700	0	0	111410
40	Mr. Dattatreya Gopal Butare	C. Six.	37500	0	20625	11250	300	2700	0	0	72375
41	Shri. Manisha Ashok Bhadane	Soldier	25000	0	13750	7500	200	2700	0	0	49150
42	Mr. Ramachandra Tukaram Jadhav	C. Six.	37500	0	20625	11250	300	2700	0	0	72375
43	Mr. Suresh Bhavsingh Pawar	Air driver	38300	0	21065	11490	300	2700	0	50	73905
44	Narendra Rajaram Bhoir	Air driver	46100	0	25355	13830	300	2700	0	50	88335
			106300	1	58465	31890	300	2700	0	50	199706

Section 4 (1) b (xi)

Approved budget and expenditure details from the Health Department office (figures in rupees)

8 Public Health District Plan Year 2024-25 Improved And 2025-26 Basic budget

A. No.	Heading	Of the plan Name	Year 2024-25 Zip. Revised budget Provision	ZP Basic Budget Provisions for the Year 2025-26
1	2210-0101	Linen And buying mattresses and furniture materials	1000000	1000
2	2210-0102	Liquid form Supplying chlorine	300000	300000
3	2210-0104	At the headquarters Supply of medicines and supplies for the ZP pharmacy as well as maintenance and repair of the medicine store Toiletries and portage costs, etc.	200000	200000
4	2210-0105	Companions Purchase of disease/snake bite/insect bite/dog bite vaccine and medical supplies	7500000	11500000
5	2210-0106	Health Supply of publicity/printing materials and materials regarding thematic programs, purchase of computers etc. (case paper , register and other materials etc.)	2500000	2500000
6	2210-0107	Travel/ Providing facilities in case of emergency	500000	500000
7	2210-0108	Public Taking necessary measures for health reasons	11000000	25000000
8	2210-0109	Pregnant Sonography examination of mothers	3000000	2500000

9	2210-0110	Pregnant Laboratory test screening of mothers	1500000	1500000
10	2210-0112	Cancer , heart disease, etc. Providing financial assistance to terminally ill patients.	500000	500000
11	2210-0113	Health Supply of Ayurvedic medicines to institutions.	1300000	0
12	2210-0116	Health Department's essential emergency expenses	6000000	6000000
13	2210-0117	Corpse Vehicle/Multi-Purpose Vehicle (Vaccine Vehicle/Emergency Vehicle) Incidental Expenses (Driver Servicing , repairs and maintenance as well as minor expenses	500000	0
14	2210-0118	Innovation Complete plan - New on-grid solar system at primary health center level Installation/Maintenance Repair	500000	0
15	2210-0119	Prof. B. Hiring security guard services for the center and headquarters	2000000	0
16	2210-0120	Prof. For A. Center Necessary to provide sanitation facilities Measures	3300000	3300000
17	2210-0121	At the headquarters Purchase of computers for officers and employees , internet facilities , computer maintenance and repair , e-governance , e-office, etc.	2000000	500000
18	2210-0122	Mahaarogya Organizing a camp.	3000000	3000000
19	2210-0123	Rural Goods transport vehicle to provide medicines/materials to health institutions in the area Rent and related expenses	200000	50000
20	2210-0124	Emergency To purchase basket stretchers to provide emergency facilities in rural areas in case of emergency.	200000	0
21	2210-0125	Health To commend the qualified medical officers and health workers in the department.	500000	200000
22	2210-0126	Sam Providing referral services to Ma'am's children in C.T.C. , N.R.C.	500000	200000
23	2210-0127	Autopsy Those who do Private sweeper service arrangement To take	500000	500000
24	2210-0128	Primary Implementing CTC at health center level	2000000	200000
25	2210-0129	Taluka Transportation for health officers for supervision at primary health center level Service arrangements	500000	0
		Total	51000000	58451000

Section 4 (1)(b) (xii)

Procedure of grant distribution program in the office of Health Department Zilla Parishad Thane
To be published for this year

Name of the program:- Financial assistance to terminally ill patients like cancer, heart disease, kidney disease etc.

Terms and conditions regarding eligibility of the beneficiary:- 1) The beneficiary should be from the rural area of Thane district.

2) Certificate from an expert doctor of an authorized medical institution stating that the beneficiary is suffering from serious diseases like cancer, heart disease, and kidney disease.

Or a certificate from the District Surgeon must be attached with the application.

3) Certificate from the competent authority stating that the beneficiary patient is a landless, smallholder, below poverty line or a self-employed person.

Must be attached to the application.

4) It is necessary to attach the photo identity card of the beneficiary patient and a photocopy of the bank passbook along with the application.

Conditions for availing the benefit:- 1) The patient should be suffering from a serious disease like cancer, heart disease and kidney disease from the economically weaker section.

2) The patient should be a resident of a rural area.

3) Preference will be given if the patient is a landless, smallholder, below poverty line or a freedom fighter.

4) Certificate from a specialist doctor of an authorized medical institution or district surgeon stating that the patient is suffering from a serious disease

Must have.

5) The beneficiary patient or his/her informed relative should submit the application in the name of the District Health Officer, Zilla Parishad, Thane.

It is necessary to do.

Procedure for availing benefits:- Benefits are provided as per the approval of the Chief Executive Officer after obtaining the approval of the selection committee at the district level.

Documents required to determine eligibility:- 1) The beneficiary should be from the rural area of Thane district.

2) Certificate from an expert doctor of an authorized medical institution stating that the beneficiary is suffering from serious diseases like cancer, heart disease, and kidney disease.

Or a certificate from the District Surgeon must be attached with the application.

3) Certificate from the competent authority stating that the beneficiary patient is a landless, smallholder, below poverty line or a freedom fighter.

Must be attached to the application.

4) It is necessary to attach a photo ID card of the beneficiary patient and a photocopy of the bank passbook along with the application.

Detailed information about the benefits available in the program: - Funds available from the Zilla Parishad Cess Fund for the treatment of chronic diseases like heart disease, kidney disease and cancer.

An amount of Rs. 15,000/- is provided as assistance to each of the above-mentioned patients.

Procedure for allocating grants: - After receiving the proposal from the district level, the proposal is approved by the selection committee and approved by the Hon'ble Chief Executive Officer.

Benefits are provided to the beneficiaries as per their orders.

Designation of Competent Officer:- Hon. Chief Executive Officer, Zilla Parishad Thane

Fees to be charged along with the request form:- The beneficiary is not charged any fee along with the request form.

Other charges :-

Request Application Form:- Making a simple application.

List of documents (documents/showcases) to be attached: -

Sample of attached document: -

Designation of the concerned officer for redressal of grievances regarding the procedure: -

Detailed and available funds at each level (e.g. district level, taluka level, village level):- This fund is available only at the district level.

Section 4 (1)(b) (12)

Details of beneficiaries under the grant program of the Health Department Zilla Parishad Thane office

Name of the scheme/programme

Financial assistance to terminally ill patients such as cancer, heart disease, and kidney disease

A.S.	Beneficiary's name and address	Amount/form of grant/benefit	Selection Eligibility Criteria	Feedback
1	2	3	4	5
		Absolute		

Section 4 (1) (b) (xiii)

Detailed information for the current year regarding any concessions/licenses received from the Health Department.

A.No.	License holder name	License type	License number	From the date	By date	General conditions
1	License is not issued by this office. A no objection certificate is issued for issuing a license.	Health clearance certificate	-----	January	December	General conditions for No Objection Certificate 1. Sewage system 2. Internal and external cleaning 3. Food quality 4. Safe storage of food 5. Personal hygiene of workers 6. Pure water supply

Section 4 (1) (b) (xiv)

Health In the department Electronic In form Available Stored information

A.No.	Document type	Subject	In which electronic format is the information stored?	Method of obtaining information	Responsible person
1	2	3	4	5	
Absolute					

Section 4 (1)(b)(xv)

A.No.	Facility type	Time	Procedure	Place	Responsible person	Complaint
					Staff	Remedy
1	Meeting with officers/employees	For appointments as per pre-scheduled time, from 09.45 to 6.15	On official working days (excluding public holidays) and excluding days of travel for government work and field visits.	District Health Officer, Wagle Estate Road No. 22	Relevant Office Staff/Administrative Officer/Assistant Administrative Officer/Junior Administrative Officer	Additional District Health Officer
		4 to 5 pm without prior appointment				
2	Obtaining information related to the development branch	S. 09.45 to 6.15	On office working days (excluding public holidays)		Assistant District Health Officer (Qualified Medical Officer)	Administration

Section4 (1)(b)(xvi)

Information about Public Information Officer/Assistant Public Information Officer and Appellate Authority

Health Department, Zilla Parishad Thane

(a) Government Information Officer

Acre	Name of the Government Information Officer	Designation	area of work	Address/Phone	E-mail	Appellate Authority
1	Dr. Swati Patil	Administrative Officer, District Family Welfare Organization, Zilla Parishad Thane	Thane District	Health Department, District Council Thane Wagle Estate, Opposite GST Office, Road No. 22, Thane West	E-mail ID- dhozpthane@rediffmail.com	Dr. Gangadhar Parge District Health Officer

Acre	Name of the Appellate Authority	Designation	area of work	Address/Phone	E-mail	Government Information Officer under him
1	Dr. Gangadhar Parge	District Health Officer	Thane District	Health Department, District Council Thane Wagle Estate, Opposite GST Office, Road No. 22, Thane West	dhozpthane@rediffmail.com	Dr. Swati Patil Administrative Officer, District Family Welfare Organization, Zilla Parishad Thane