OFFICE OF THE MEDICAL SUPERINTENDENT, GOVERNMENT HOSPITAL, MARWAD, NANI DAMAN

SUO MOTO PUBLICATIONS OF 17 MANUALS dated: .02.2014

	Section 4 of the Right to info	ormation Act 2005
i)	The particulars of its organization function and duties	The Government hospital, Daman is providing health care facilities to the General public free of cost.
ii)	The Powers and duties of its officers and employees	The health department is governed under Central Civil Rules run by the UT administration of Daman and Din and powers and duties of officers and employees are as prescribed under the said rules and also as per the directives of the Administration.
iii)	The procedure followed in the decision making process, including channels of supervision and accountability	All the decisions taken as per the instructions issued by the Administration as well as Ministry of Health and Family welfare.
iv)	The norms set by it for the discharge of its functions	The Medical Superintendent is looked after administration work and clinica work, establishment work, supervise all the staff as well looking after the hospital.
v)	The rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions	Central Civil Services Rules are applicable for discharging the duties.
vi)	A statement of the categories of documents that are held by it or under its control	This Department is not having statement of the categories of documents except patients registrations papers bio medical test report, MLC, PME, BIRTH AND DEATH CERTIFICATE AND Sonography report etc.
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 its policy or implementation thereof	Implementation of RKS scheme in public relation.
viii)		Rogi Kalyan Samiti Committee
ix)	A directory of its officers and employees	Annexure "A"
x)	The monthly remuneration received by each of its officers and employees including the systems of compensation as provided in its regulations	Annexure "B"
xi)	The budget allocated to each of its agency indicating the particulars of all plans proposed expenditure and report on disbursement made	Annexure "C"
xii)	The manner of execution of subsidy programmes, including the amounts allocated and the details of such beneficiaries of such programmes	The health department does not dea with any subsidy programme.
xiii)	Particulars of recipient of concessions, permits or authorizations granted by it	NIL
xiv)	held by it, reduced in an electronic form	Citizen Charter on official website or www.daman.nic.in
xv)	The particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room if maintained for public use	Indoor Patient department, outdoor patient department, Maternity ward Casualty Ayurvedic OPD Homeopathic OPD, Dental OPD, X Ray, Laboratory, Operation Theatre CT Scan, Sonography,, Eye Clinic Operation, Private wards, Specialist doctors. The Health Department is not having reading room.
xvi)	The name, Designation and other particulars of the public information officers	Dr. B.R.Chand, Medica Superintendent, Government hospital Daman (o) 0260 2254965, 2255333
xvii	Such other information as may be prescribed and	Citizen Charter

Further the point wise reply is as under:-

1.0 Suo motu disclosure of more items under section 4

The medical Superintendent is publishing the information under clause (b) (i) to (xvii) of sub-section 4 (1)

- 1.1 Information related to procurement is kept on official website of UT Administration
- 1.2 Pubic Private Partnerships:- The Medical Superintendent is not entered in to a PPP
- 1.3 Transfer policy and transfer orders is made by the Department of Personnel and Administrative Reforms, Secretariat, Daman
- 1.4 RTI applications:- The Medical Superintendent is not having own websites, however, hence forth the same will be display on official website of UT administration.
- 1.5 CAG and PAC paras:- Not Applicable
- 1.6 Citizen Charter:- Citizen Charter is displayed on official website
- 1.7 Discretionary and Non-Discretionary grants :- no such type of grant is being allocated to the State Government/ NGOs/ other institutions
- 1.8 The information of official tour places visited, the period, number of people included in the official delegation and total cost of such travel undertaken will be disclosed on official website.
- 2.0 Guidelines for digital publications of proactive disclosure under section 4 will be maintained.
- 3.0 Guidelines for certain clauses of section 4(i) (b) (i) to (xvii) is disclosed every year.

Yours faithfully,

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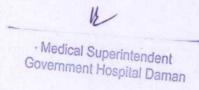
(Dr.B.R.Chand)
Medical Superintendent
Government Hospital,
Daman

MEDICAL SUPERINTENDENT, GOVERNMENT HOSPITAL, DAMAN

ANNEXURE- "A"

REGULAR STAFF

Sr.No.	Name of the Staff Dr.B.R.Chand	Designation Medical Superintendent
2	Dr.Sunil Amonkar	Anesthetist
3	Dr.Shailesh Arlekar	Senior Gynecologist
4	Dr.S.G.Rathod	Senior Medical Officer
5	Dr.Sudhir Nair	Medical Officer
6	Dr.N.N.Singh	Medical Officer
7	Dr.Pratap Sonone	Medical Officer
8	Dr.Keyur Desai	Public Health Dentist
9	Dr.Sachin Raj Marjara	Public Health Dentist
10	Smt Aruna Darji	Sister in Charge
11	Smt. Rajani Kosambe	WARD SISTER
12	Smt. Maria D'Costa	WARD SISTER
13	Smt. Rosa Pereira	WARD SISTER
14	Smt. Indu M.Patel	WARD SISTER
15	Smt.Ana Noronha	WARD SISTER
16	Smt. Savita K.Patel	WARD SISTER
17	Smt.AneethaAbraham	STAFF NURSE
18	Smt. Poonamma Issac	STAFF NURSE
19	Smt. Jency John	STAFF NURSE
20	Shri Vinod Surti S. Smt Priti D.Patel	STAFF NURSE
22	Smt Priti D.Patel Smt. Niranjana Tandel	STAFF NURSE
23	Smt. Archana Vyas	STAFF NURSE
24	Smt. Yvonne Fernandes	STAFF NURSE
25	Smt. Peolific Perhandes Smt. Bela M. Joshi	STAFF NURSE STAFF NURSE
26	Smt. Chhaya D.Patel	STAFF NURSE
27	Smt.Sini Mathew	STAFF NURSE
28	Smt. Sunita Dhonde	ANM
29	Shri B.S.Tomar	X-Ray Tech
30	Smt. Maimuna N.Fadra	ECG Tech
31	Shri K.K.Damania	UDC
32	Shri T.R.Mehta	UDC
33	Shri N.B.Patel	LDC
34	Shri P.P.Rathod	LDC
35 36	Shri C.K.Halpati	Steward
36	Smt.Heena C.Patel	PHARMACIST
38	Shri Uday Patel Smt. Zainy James	PHARMACIST
39	Smt. Kinnari Patel	PHARMACIST
40	Smt. Minal Patel	PHARMACIST LAB TECHNICIAN
41	Smt. Binita Deshmukh	LAB TECHNICIAN
42	Miss Rajani F.Tandel	LAB TECHNICIAN
43	Smt. Anisha Sheikh	LAB TECHNICIAN
44	, Shri Anish R.Patel	Physiotherapist
45	Shri Navendu Tripathi	Occupation Therapist
46	Shri Jagubhai D.Patel	Driver
47	Naresh Valobo	Driver
48	Shri Ramesh K.Contractor	SWEEPER
49	Smt. Ramila D.Solanki	SWEEPER
50	Smt.Premila D.Solanki	SWEEPER
51 52	Smt.Madhu T.Solanki	SWEEPER
53	Shri Laxmi J.Patel	SWEEPER
54	Smt Kokila P Solanki	SWEEPER
55	Smt.Kokila R.Solanki Smt.Champaben C.Halapti	SWEEPER
56	Smt. Nevita Guedes	SWEEPER
57	Smt. Nevita Guedes Smt.Devu D.Keni	AYAS
58	Smt. Ranjita TAndel	AYAS AYAS
59	Shri Dharmendra Kharaiya	CHOWKIDAR
60	Shri Natwarlal Mitna	CHOWKIDAR
61	Shri B.V.Rathod	Ward Boy
62	Shri Dashrath Mangela	Cook
63	Shri Jyoti B.Rathod	Assistant Cook
64	Shri Kanti N.Patel	Servant
	Smt.Celeste Rosario	Servant/Attendant
65	Transport from the control of the co	
66	Shri Richard Pereira	Servant
66 67	Shri Minesh S.Patel	Servant
66		



MEDICAL SUPERINTENDENT, GOVERNMENT HOSPITAL, DAMAN

ANNEXURE- "B"

Sr.No.	Name of the Staff	Designation	Salary
1	Dr.B.R.Chand	Medical Superintendent	1,70,700
3	Dr.Sunil Amonkar Dr.Shailesh Arlekar	Anesthetist	1,02,140
4	Dr.S.G.Rathod	Senior Gynecologist	86,690
5	Dr.Sudhir Nair	Senior Medical Officer Medical Officer	1,06,266
6	Dr.N.N.Singh	Medical Officer	83,616
7	Dr.Pratap Sonone	Medical Officer	83,815 79,291
8	Dr.Keyur Desai	Public Health Dentist	58,740
9	Dr. Sachin Raj Marjara	Public Health Dentist	55,955
10	Smt Aruna Darji	Sister in Charge	51,892
11	Smt. Rajani Kosambe	WARD SISTER	66,410
12	Smt. Maria D'Costa	WARD SISTER	66,560
13	Smt. Rosa Pereira	WARD SISTER	65,560
14	Smt. Indu M.Patel	WARD SISTER	57,330
15	Smt. Ana Noronha	WARD SISTER	54,500
16	Smt. Savita K.Patel	WARD SISTER	52,900
17	Smt.AneethaAbraham	STAFF NURSE	59,130
18	Smt. Poonamma Issac	STAFF NURSE	53,570
19	Smt. Jency John	STAFF NURSE	47,769
20	Shri Vinod Surti S.	STAFF NURSE	49,940
21	Smt Priti D.Patel	STAFF NURSE	48,650
22	Smt. Niranjana Tandel	STAFF NURSE	40,243
23	Smt.Archana Vyas	STAFF NURSE	48,440
24	Smt. Yvonne Fernandes	STAFF NURSE	48,440
25	Smt. Bela M. Joshi	STAFF NURSE	46,344
26	Smt. Chhaya D.Patel	STAFF NURSE	47,190
27	Smt.Sini Mathew	STAFF NURSE	50,150
28	Smt. Sunita Dhonde	ANM	38,460
30	Shri B.S.Tomar	X-Ray Tech	39,422
31	Smt. Maimuna N.Fadra	ECG Tech	21,040
32	Shri K.K.Damania Shri T.R.Mehta	UDC	33,540
33	Shri N.B.Patel	UDC LDC	31,620
34	Shri P.P.Rathod	LDC	23,290
35	Shri C.K.Halpati	Steward	21,299 40,990
36	Smt.Heena C.Patel	PHARMACIST	38,620
37	Shri Uday Patel	PHARMACIST	26,340
38	Smt. Zainy James	PHARMACIST	20,094
39	Smt. Kinnari Patel	PHARMACIST	26,340
40	Smt. Minal Patel	LAB TECHNICIAN	22,640
41	Smt. Binita Deshmukh	LAB TECHNICIAN	19,399
42	Miss Rajani F.Tandel	LAB TECHNICIAN	22,640
43	Smt. Anisha Sheikh	LAB TECHNICIAN	22,640
44	Shri Anish R.Patel	Physiotherapist	30,040
45	Shri Navendu Tripathi	Occupation Therapist	28,649
46	Shri Jagubhai D.Patel	Driver	31,875
47	Naresh Valobo	Driver	30,875
48	Shri Ramesh K.Contractor	SWEEPER	28,730
49	Smt. Ramila D.Solanki	SWEEPER	27,618
50 51	Smt.Premila D.Solanki	SWEEPER	24,387
52	Smt.Madhu T.Solanki Shri Laxmi J.Patel	SWEEPER	24,312
53	Smr Laxmi J.Patei Smt Damyanti C.Dhodi	SWEEPER	22,630
54	Smt.Kokila R.Solanki	SWEEPER SWEEPER	22,630
55	Smt.Champaben C.Halapti	SWEEPER	21,195/
56	Smt. Nevita Guedes	AYAS	15,447/
57	Smt.Devu D.Keni	AYAS	23,741
58	Smt. Ranjita TAndel	AYAS	14,117/
59	Shri Dharmendra Kharaiya	CHOWKIDAR	14,117/
60	Shri Natwarlal Mitna	CHOWKIDAR	17,309/
61	Shri B.V.Rathod	Ward Boy	25,790/
62	Shri Dashrath Mangela	Cook	28,909/
63	Shri Jyoti B.Rathod	Assistant Cook	24,870/
CA	Shri Kanti N.Patel	Servant	25,760/
64	Smt.Celeste Rosario	Servant/Attendant	24,550/
65			The second second second
65 66	Shri Richard Pereira	Servant	22,190/
65 66 67	Shri Minesh S.Patel	Servant	
65 66			22,190/ 14,117/ 14,117/



.no	Name of Staff	Disgnation	Monthly Rate.	ANNEXURE "B'
	*Specialist Doctor			
1	Dr.Sunita Ajani	Anesthetist (STC)	70000/-	UT STAFF
2	Dr.Madhuri Gupta	Sr.Ophthalmic Surgeon (STC)	65000/-	UT STAFF
3	Dr.Mayur Modasia	Physician (STC)	65000/-	UT STAFF
4	Dr.Mithun Jain	ENT Surgeon (STC)	65000/-	UT STAFF
5	Dr.Ojas Modi	Gen Surgeon (STC)	65000/-	UT STAFF
	*Medical officer			
1	Dr.Dhanvidya Prabhakar	Medical Officer (STC)	46000/-	UT STAFF
2	Dr.Sudarshan Thakur	Medical Officer (STC)	46000/-	UT STAFF
3	Dr.Hetav B.Sadadiwala	Medical Officer (STC)	46000/-	UT STAFF
4	Tomar Sadhna	Medical Officer (STC)	46000/-	UT STAFF
	*Visiting Doctor			
1	M/s Wockhadt Hospital	Cardiologist(Super Soccialist)	3000/- per visit	UT STAFF
2	Dr. Yeshwant v. Satheye	Laparoscopic Surgeon (STC)	2000/- per visit	UT STAFF
3	Dr.Chandrika Arlekar	Gynecologist (STC)	2000/- per visit	UT STAFF
4	Dr.Nimesh Shah	Dermatologist (STC)	2000/- per visit	UT STAFF
5	Dr.Snehal Trivedi	Pathologist (STC)	2000/- per visit	UT STAFF
6	Dr.Meghna Par	Homeopathy Doctor (STC)	1000/- per visit	UT STAFF
7	Dr.Bina Patel	Medical officer (Ayu.)(STC)	1000/- per visit	UT STAFF
8	Dr.Pinal I.Patel	Homeopathy Doctor (STC)	1000/- per visit	UT STAFF
9	Dr. Yashwant Lokadia	Medical officer (Ayu.) (STC)	1000/- per visit	UT STAFF
10	Dr.Rajesh Halpati	Dentist (STC)	1000/- per visit	UT STAFF
	*X-Ray Technician			
1	Kepal Kumar Tacur	X-Ray Technician (STC)	17000/-	UT STAFF
2	Binita Rahul (Resignation Date:13/01/14)	X-Ray Technician (STC)	17000/-	UT STAFF
3	Vijay Kumar	X-Ray Technician (STC)	17000/-	UT STAFF

	*Staff Nurse			
		Staff Nurse (STC)		
1	Sosamma Santosh		29000/-	UT STAFF
2	Molly Methew		29000/-	UT STAFF
3	Mary Varghese		29000/-	UT STAFF
4	Jolly Joseph		29000/-	UT STAFF
5	Indrajkumar Yadav		29000/-	UT STAFF
6	Prabha P. Dungdung		29000/-	UT STAFF
7	Bhupeshkumar Dixit		29000/-	UT STAFF
8	Rakeshlal Meena		29000/-	UT STAFF
9	Kuriakose Michael		29000/-	UT STAFF
10	Welicson A. Waghela		29000/-	UT STAFF
11	Deepa Subramaniam		29000/-	UT STAFF
12	Tony Pappachan		29000/-	UT STAFF
13	Blessy A.M.Varughese		29000/-	UT STAFF
14	Mulavanal Anitha Mathew		29000/-	UT STAFF
15	Vinjal B.Tandel		29000/-	UT STAFF
16	Kamini A.Halpati		29000/-	UT STAFF
17	Maxwell Edwin		29000/-	UT STAFF
18	Tejani Jasmine Julfikarbhai	Staff Nurse(Kachigam -STC)	29000/-	UT STAFF
	NRHM-Marwad Staff			
	*Specialist Doctor			
1	Dr.Nitin Modi	Anesthetist (STC)	65000/-	NRHM
2	Dr.Sudhir Solanki	Orthopedic Surgeon (STC)	65000/-	NRHM
3	Dr.Saurabh Modasia	Pediatration (STC)	65000/-	NRHM
	*Medical Officer			
1	Dr.Priti C.Halpati		45000/-	NRHM
2	Dr.Zankhita Shah		45000/-	NRHM
3	Dr.Mitesh Patel	Medical Officer (STC)	45000/-	NRHM
4	Dr.Navin Shirodkar		45000/-	NRHM
5	Dr.Prashant Sagar		45000/-	NRHM
	*Staff Nurse			
1	Biyanka Patel		21900/-	NRHM

2	Kinjal Tandel		21900/-	NRHM
3	Arpana Jadav		21900/-	NRHM
4	Pricy Jeison		21900/-	NRHM
5	Lintu Anthony		21900/-	NRHM
6	Priti Patel		21900/-	NRHM
7	Urvisha Patel		21900/-	NRHM
8	Mary Thomas		21900/-	NRHM
9	Bhumika Bhandari	Staff Nurse (STC)	21900/-	NRHM
10	Sneha Varli		21900/-	NRHM
	*New appointment			
1	Louis P Tony		21900/-	NRHM
2	Steffi M.Mathew		21900/-	NRHM
3	Miss Neeta B.Dangodra		21900/-	NRHM
4	Jisha Joy		21900/-	NRHM
5	Nisha Joy		21900/-	NRHM
6	Miss Dixita M. Patel		21900/-	NRHM
7	Miss Apexa		21900/-	NRHM
8	Miss Dipal Patel		21900/-	NRHM
9	Miss Jemini R.Patel		21900/-	NRHM
1	Neelam Patel	*Pharmcists (STC)	21300/-	NRHM
1	Bharat R.Paliwal	*Lab Technician (STC)	15600/-	NRHM
1	Neha M.Durwesh	*Arsh Councellor(STC)	12000/-	NRHM
1	Fatima Colaco	*Attandant (STC)	6600/-	NRHM
1	Falguni Rana	*Opthalmic Assitant (STC)	8000/-	NRHM
1	Rakesh K.Bhandari	*Accountant (STC)	18000/-	NRHM
1	Amit B.Patel	*Deta Entry Operator (STC)	12000/-	NRHM
1	Viral M Patel	* Registration Clerk (STC)	11200/-	NRHM
1	Ravia Patel	*Driver (STC)	11000/-	NRHM

	*Rogi			
	*Dialysis Technician for Dialysis Unit			
1	Jais Kurian	Dialysis Tecnician (STC)	15000/-	RKS,Under NRHM
2	Ravendra B patel	Dialysis Tecnician (STC)	15000/-	RKS,Under NRHM
	*Dialysis Unit GHD			
1	Dr.Siddharth H Jain	Visiting Nephrologist (STC)	5000/-Per Visit	RKS,Under NRHM

- Medical Superintendent Government Hospital Daman

GOVERNMENT HOSPITAL, DAMAN PLAN

MONTHLY EXPENDITURE FOR THE MONTH OF DECEMBER, 2013

Budget Head	Budget Allotment	Expenditure up to the month of	Expenditure During till dated	Expenditure total till	Percentage	Remarks
		Nov,13	DEC,13	DEC,13	%	
210- Plan Medical & Public Health D-Urban Health Service 10-Hospital & Dispensaries						
30.00.01-Salaries	21100000	14037781	1747973	15785754	75%	
30.00.02- Wages	150000	145126	0	145126	Control of the Contro	
30.00.06- Medical Treatment	500000	297072	1473	298545		
30.00.11-Domestic Travel Exp.	100000	14221	0	14221	14%	
30.00.13 - Office Expenses	1425000	1020897	0	1020897	72%	
30.00.21-Material Supplies	24350000	21598438	799450	22397888		Additional requrment of func ₹.75.00 Lakhs vide this offfic letter No. GHD/DMN/FIN/20: 3-14/3535 dated 02-12-13
TOTAL	47625000	37113535	2548896	39662431	83%	02-12-13
2210-Plan Medical & Public Health 06-Public Health 001-Direction & Administration 06-Directorate of Health Services					3370	
06.00.01- Salaries	100000	0	0	0	0%	
06.00.02- Wages	0	0	0	0	0%	
06.00.06-Medical Treatment	30000	0	Ó	C	0%	
06.00.11-Domestic Travel Exp.	20000	0	0	C	0%	
06.00.13-Office Expenses	150000	145548	0	145548	97%	
06.00.21-Material Supplies	15000000	11793543	1079695	12873238	86%	
TOTAL	15300000	11939091	1079695	13018786	85%	
2210-Plan Medical & Public Health 02-Medical Health Services - Other system of Medicines 101-Ayurveda						
01- Dispensaries	700000	450000	42000	70000		
01.00.01-Salaries	150000			- T. O. T. T. T. T.	7270	
01.00.13-Office expenses TOTAL	850000		2.000		3370	
2210-Plan Medical &Public Health 800-Other Expenditure	830000	007373	43000	65057	77%	
21-Other Scheme				1		
21.00.50- Other Charges.	1054000	1000000	0	1000000	95%	
TOTAL	1054000	1000000			2010	
4210-Plan capital Qutlary on Medical P.Health 03 Medical Education training & Research 105 Allopathy 01 Building						
01.00.52 Machinary & Equipment	121800000	1635345	5 (163534	5 1%	Surrender of fur As per Plan revie meeting on Sth Sept-2013 of 7.6.00 Coror () coror) vide thi offic letter No GHD/DMN/FIN/2 3-14/3433 date 20-11-13
GRAND TOTAL	18662900	52295546	367159	5596713		20-11-13

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- Medical Superintendent Government Hospital Daman

GOVERNMENT HOSPITAL, DAMAN NON PLAN

MONTHLY EXPENDITURE FOR THE MONTH OF DECEMBER, 2013

Budget Head	Budget	Expenditure	Expenditure	(Figure in rupees) Expenditure Percentag		
	Allotment	up to the month of	During the month of	up to the month of	Percentag e%	Remarks
2210- Non Plan		Nov,13	DEC,13	DEC,13		
Medical & Public Health 01-Urban Health Service 110-Hospital & Dispensaries 30-Government Hospital						
30.00.01-Salaries	2180000	1816972	233749	2050721	94%	Additional requrment of fund ₹.4.50 Lakhs for Salary
30.00.02- Wages	75000	6332	0	6332	8%	
30.00.06-Medical Treatment	5000	1622	0	1622	32%	W
30.00.11-Domestic Travel Exp.	0	0	0	0	- Comment	
30.00.13-Office Expenses	250000	156576	0	156576	0%	Will be
30.00.21-Material Supplies	1300000	1286074	. 0	1286074	63%	
TOTAL	3810000	3267576	233749	3501325	99%	
2210-Non plan Medical & Public Health 06-Public Health 001-Direction & Administration 06-Directorate of Health Services						
06.00.01- Salaries	24800000	20955125	2102781	23057906	93%	Additional requrment of fund ₹.21.50 Lakhs for Salary
06.00.02- Wages	200000	0	0	0	0%	
06.00.06-Medical Treatment	650000	488016	12899	500915	77%	
06.00.11-Domestic Travel Exp.	55000	20321	0	20321	37%	
06.00.13-Office Expenses	300000	249809	27383	277192	0300	
06.00.21-Material Supplies	700000	685126	0	685126	92%	
TOTAL	26705000	22398397	2143063	24541460	.98%	2
GRAND TOTAL	30515000	25665973	2376812	28042785	92%	



- Medical Superintendent Government Hospital Daman