



## **BRIHANMUMBAI MAHANAGARPALIKA**

Section 4 Manuals as per provision of  
RTI Act, 2005 of R/Central Ward

### **MEDICAL OFFICER OF HEALTH DEPARTMENT**

Address - Office of Medical Officer of Health,  
R No. 14, 3RD Floor, R/Central  
Ward Building, S.V. Road, Borivali  
west Mumbai – 400 092

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**INTRODUCTION**  
**Medical Officer of Health (R/C Ward)**

The right to information is implicitly guaranteed by the Constitution. However, with a view to set out a practical regime for securing information, the Indian Parliament enacted the Right to Information Act, 2005 and thus provided a powerful tool to the citizens to get information from the Government as a matter of right. This law is very comprehensive and covers almost all matters of governance and has the widest possible reach, being applicable to Government at all levels- Union, State and Local as well as recipients of government grants.

The basic object of the Right to Information Act is to empower the citizens, promote transparency and accountability in the working of the Government and make our democracy work for the people in real sense. The Act is a big step towards making the citizens informed about the activities of the Government.

The Act requires the Government authority to compile a handbook in easily comprehensible form and to update it from time to time under **Section 4(1) b** sub clauses i to xvii (17 Manuals). The objective of publishing 17 Manuals is the proactive disclosure of the information/records held by Govt. Authority for the information seekers. The office of Medical Officer of Health, R/Central ward is hereby publishing the Handbook for 17 Manuals as required under RTI Act 2005 to promote transparency and accountability in the working of the department & to give easy access to the information seekers to the information & records held by this office.

This handbook contains introduction about the department along with particulars of its functions, duties, objectives & vision. It further elaborates about the duties, powers delegated to its officers & employees. The procedure followed in decision-making process, accountability of concerned officers, norms set for discharge of its function along with Acts, related rules/regulations are further described in detail. It also contains the Statement of Categories of documents held by this office, directory & remuneration of its officers and employees. The details of budget allocation & its disbursement, particulars of permits issued, facilities available for citizens & details of PIO/Appellate authority is also published for information.

This consolidated updated handbook on 17 Manuals of the Act would help all the information seekers in getting information. However, in case any information seeker wants to get more information on topics covered in the handbook as well as other information may contact Medical Officer of Health, R/Central ward whose office is situated at R/Central ward office,<sup>3rd</sup> FLOOR , MCGM Bldg , S.v. Road, Borivali west Mumbai-92. The procedure and fee structure for getting information is as per the provisions of RTI Act, 2005.

The Corporation has decentralized most of the main departments functioning at the city central level under Departmental Heads, and placed the relevant sections of these Departments under the Assistant Commissioner. MOH is under administrative control of Assistant Commissioner. Although the functional control of the MOH lies with the Executive Health Officer of the Public Health Department. The MOH is separately delegated powers u/s 394 & 412 of MMC Act and Registration of Births & Deaths Act, 1969 and Rule 8/13 of Maharashtra Registration of Births & Deaths Rules, 2000, PC-PNDT Act, 2003, to function effectively.

The registration of Births and deaths in R/Central Ward area is done as per provisions laid down under the 'Registration of Births and Deaths Act, 1969'. The act lays down that the information about live births/still births and deaths should be given to the Registrar/Sub-Registrar i.e. Medical Officer of Health, R/Central in the respective forms prescribed for the purpose within 21 days from the date of occurrence of the event. The Medical Officer of Health (R/C Ward) is the sectional Head of Health Department who exercises supervisory control over Public Health Infrastructure in F/S Ward. He has to take action under appropriate provisions of MMC Act/RBD/PC-PNDT/MNH Act against owners of Eating Houses/ USG Centres/ Genetic Clinics/ IVF Centres/ Nursing Homes/ Construction Sites/ Saloons/ Laundries/Flour Mills. He has to prevent unauthorized food trade and also Prevention of Sex-Determination. He has to also regulate and control Outbreaks of Communicable Diseases in R/C Ward. He also supervises all the Health Related activities in a particular ward. He is the appropriate authority to register & certify Vital Events such as Births, Deaths & Marriages. Under the PC-PNDT Act of the year 2003, Medical Officer of Health of R/Central Ward has been appointed as Appropriate Authority. Under this act, all Genetic Centers / Genetic Counseling Centers / Genetic Laboratories / Ultrasonography Centers / Imaging clinics etc. are required to be registered. They are supposed to comply with the norms laid down under the PC-PNDT Act, 2003.

As per Central Right to Information Act 2005, The Medical Officer of Health is appointed as Public Information Officer (Health Department) for Public Health Department and As per Maharashtra Public Records Act-2005 and Maharashtra Public Records Act Rules -2007, he is appointed as for Record Officer for Public Health Department.

PUBLIC INFORMATION OFFICER (PIO) for Medical Officer of Health Dept of R/C ward is Dr Anita S. Inamdar.

**Medical Officer of Health  
R/Central Ward**

**SECTION 4 (1) (B) (i)****MANUAL NO 1****The particulars of functions & duties of the public authority**

1	Name of the Section	Office of Medical Officer of Health (R/C Ward)
2	Address	Room No. 14,3 <sup>RD</sup> floor, R/Central ward office Building, S.V. ROAD, Borivali west , Mumbai- 400 092
3	Head of the Office	Medical Officer of Health (R/C Ward)
	Name of the Public authority	Dr Anita S. Inamdar. ( Medical Officer of Health R/C Ward )
	Office Timings	Monday to Friday 8.00 a.m. to 12.00 noon and 2.30 P.M. to 5.30 p.m.  Saturdays 08.00am to 11.30 am  Visiting Hours - (Monday – Friday) 03.00 p.m. to 05.00 pm
	Contact Details	Telephone no : 022- 28902343 Extn : 303 022-28951345 Email : <a href="mailto:mohrc.phd@mcmgm.gov.in">mohrc.phd@mcmgm.gov.in</a>
4	Parent Government Department	Executive Health Officer- Public Health Department, Municipal Corporation of Greater Mumbai
5	Reporting to which office	Assistant Commissioner, R/Central Ward
6	Jurisdiction Geographical	R/Central ward is bounded by the national park on the East, Gorai village on West Devidas lane on North and poisar gymkhana road on South side covering North portion of the western suburb
	Vision	Ensuring maintenance of Public Health in its physical, mental as well as the social dimensions.
7	Mission	1. Supervision of Public Health Infrastructure in R/C Ward 2. To regulate & control Communicable Disease Outbreaks as well as Non-Communicable Diseases.
9	Objectives	1. Reduction in Cases of Malaria, Dengue & other Communicable Diseases as well as Non-Communicable Diseases.

		<ol style="list-style-type: none"> <li>2. Timely registration of all Births &amp; Deaths.</li> <li>3. Good standards followed by all the Public Facilities like Eating Houses/Nursing Homes/ Saloons/ Laundries/ Flour Mills.</li> <li>4. Ensuring ideal physical, mental &amp; social health for all individuals.</li> <li>5. Prevention of Pre-Natal Diagnosis, Sex Selection &amp; Illegal Medical Termination of Pregnancy.</li> </ol>
10	Functions	<ol style="list-style-type: none"> <li>(a) Take action under appropriate provisions of MMC Act/RBD/PC-PNDT/MNH Act against owners of Eating Houses/ USG Centres/ Genetic Clinics/ IVF Centres/ Nursing Homes/ Construction Sites/ Saloons/ Laundries.</li> <li>(b) He has to prevent unauthorized food trade.</li> <li>(c) Prevention of Sex-Determination.</li> <li>(d) Issuing Birth, Death &amp; Marriage Certificates</li> <li>(e) Control over Eating Houses/ Nursing Homes/ Construction Sites.</li> <li>(i) Granting of Eating House permits under section 394 of the MMC Act.</li> <li>(ii) Renewal of Health Licenses.</li> <li>(iii) Action against owners/proprietors in case of failure to comply.</li> <li>(iv) Action against Construction Sites failing to comply with Anti- Malarial measures.</li> </ol>
11	Details of services provided ( In Brief)	<ol style="list-style-type: none"> <li>1. Issuing Birth, Death &amp; Marriage Certificates.</li> <li>2. Provision of Health Licenses.</li> <li>3. Supervision of Public Health Infrastructure in R/C Ward.</li> <li>4. Family Planning &amp; Immunization Services.</li> <li>5. Provision of Registration/License under PNDT Act, 1994, Amended as PC-PNDT Act 2003.</li> </ol>
13	Weekly Holidays	Sunday and Public Holidays.

**DETAILS OF HEALTHPOSTS IN R/C WARD**

<b>SR. NO</b>	<b>HEALTH POSTS</b>	<b>NAME OF AMO</b>	<b>ADDRESS</b>	<b>TIMINGS</b>
1	TATA POWER	DR SHASHIKANT GHADGE	TATA POWER HOUSE BORIVALI EAST, NEAR BUS DEPOT	09.00 AM TO 4.00 PM
2	MATABAL HP	DR ARUN RAWATE	SIDDHARTH NAGAR BORIVALI EAST	09.00 AM TO 4.00 PM
3	RAJENDRA NAGAR	DR APEKSHA SAWANT	NEAR RATIONING OFFICE RAJENDRA NAGAR, BORIVALI EAST	09.00 AM TO 4.00 PM
4	RAJDA	DR DIPAK CHAVHAN	BORIVALI MATERNITY HOME S.V. RD BORIVALI WEST	09.00 AM TO 4.00 PM
5	BORSAPADA	DR SANJAY RATHOD	SAI BABA NAGAR NAER ANANDIBAI COLLEGE, BORIVALI WEST	09.00 AM TO 4.00 PM
6	CHARKOP-5	DR RAKHEE TELI	CHARKOP SECTOR 5 , NEAR SAIBABA MANDIR, BORIVALI WEST	09.00 AM TO 4.00 PM
7	GORAI	DR SNEHA WALKE	GORAI MHADA, OPP SUVIDYA SCHOOL, BORIVALI WEST	09.00 AM TO 4.00 PM
8	BABHAI	DR. HEMANT WARKE	OLD MHB COLONY, BORIVALI WEST	09.00 AM TO 4.00 PM
9	EKSAR	DR	D.B. BARGE MARG, OPP EKSAR DONGARI	09.00 AM TO 4.00 PM

<b>SR. NO</b>	<b>NAME OF HEATH POST</b>	<b>DOCTOR</b>	<b>PHN</b>	<b>ANM</b>	<b>MPW</b>	<b>CLERK</b>	<b>AYA BAI</b>	<b>CHV</b>
1	TATA POWER	1	1	4	1	NIL	1	24
2	MATABAL HP	1	1	4	0	NIL	0	19
3	RAJENDRA NAGAR	1	1	4	2	NIL	1	20
4	RAJDA	1	1	4	1	NIL	1	19
5	BORSAPAD A	1	1	4	1	NIL	1	25
6	CHARKOP-5	1	1	4	1	NIL	1	24
7	GORAI	1	1	4	1	NIL	1	20
8	BABHAI	1	1	4	2	NIL	1	20
9	EKSAR	1	1	4	2	NIL	0	23

**DETAILS OF DISPENSARIES IN R/C WARD**

<b>SR. NO.</b>	<b>DISPENSARY</b>	<b>NAME OF MEDICAL OFFICER</b>	<b>ADDRESS</b>	<b>TIMINGS</b>
1	K.K DISP	DR.ASHOK MEHTA	S.V. ROAD BEHIND MTNL EXCHANGE, BORIVALI WEST	09.00 AM TO 4.00 PM
2	EKSAR VILLEGE	DR .R.PAINTER	EKSAR TALAV, MUNICIPAL SCHOOL, BORIVALI WEST	09.00 AM TO 4.00 PM
3	MHB DISP	DR DAS	OLD MHB COLONY, BORIVALI WEST	09.00 AM TO 4.00 PM
4	GORAI MHADA	DR K MOON	GORAI MHADA, OPP SUVIDYA SCHOOL , BORIVALI WEST	09.00 AM TO 4.00 PM
5	CHARKOP	DR TENDULKAR	CHARKOP SECTOR 5 , NEAR SAIBABA MANDIR, BORIVALI WEST	09.00 AM TO 4.00 PM
6	GORAI VILLAGE	DR BASVAK	GORAI VILLAGE, BORIVALI WEST	09.00 AM TO 4.00 PM

**DETAILS OF B.M.C HOSPITALS**

<b>SR NO</b>	<b>Name of the Nursing Home</b>	<b>Address</b>	<b>CONTACT NO</b>	<b>EMAIL</b>
1	BORIVALI MATERNITY HOME	BORIVALI MATERNITY HOME S.V. RD BORIVALI WEST		
2.	CHARKOP MATERNITY HOME	CHARKOP SETCOR 3, KANDIVALI WEST		
3	MCH HOSPITAL	SIDDHARTH NAGAR, BORIVALI WEST		
4	KASTURBA MATERNITY HOME	KASTURBA CROSS RD, OPP. MUN. SCHOOL, BORIVALI EAST		



**DETAILS OF STATE GOVT. HOSPITAL**

SR NO	Name of the HOSPITAL	Address	CONTACT NO	EMAIL
	NIL	NIL		

**DETAILS OF NURSING HOMES OF R/C WARD**

Sr. No.	Name of the Nursing Home	Address
1	Dr. Chandorkar's Hospital and Surgical Nursing Home	B/2/3, Hari Om Apt, SV Rd, Borivali (W)
2	Aashish Nursing Home & Gen Hospital	B/106, Shroff Apt, Sodavala Lane SV rd, Borivali (W)
3	Sumati maternity Home & Chhaya Surgical Home	Sumichchha, SV Rd, Borivali (W)
4	Pandya Maternity Home	Rama Niwas, Sodavala lane, Borivali (W), Mumbai-92
5	Patel Nursing Home	Mangal Kunj, SV Road, Borivali (W)
6	ratika hospital	24 luxmi niwas, daulat nagar, borivali e
7	Day care eye clinic	a14 g-1 siddharth nagar borivali e
8	Doshi Maternity Hospital	B/3, Manek Nagar, Punjabi lane, Chandavarkar Rd, Borivali (W)
9	Gaurai Maternity & Nursing Home	2, Bina Apt, Vazira Naka, LT Rd, Borivali (W), Mum-92
10	Dr. Narendra hospital	Seeta Mahal, 5th Carter Rd Borivali (e)
11	Sanghvi Maternity & surgical Hospital	101/V, A wing, Mulji Ngr, Pancharatna Chs, SV Rd, Borivali (W)
12	Rajendra mat & Surgical Nursing Home	E 18A/001, Yoginagar, Eksar, Borivali(W)
13	Navjivan Mat And Surg Home	Mulji Nagar, Bldg-3, Gr. Flr, Borivali (W), Mum-90
14	Rane's Anand Medical Center	Ravji Premji Apt, SV Rd, Borivali (W)
15	Shah Surgical & mat. Nursing Home	4F, Prem Nagar, Mandapes-hwar Rd, Borivali (W)
16	Sanket Surgical Hospital	B, Nandi Dham LT Rd, Borivali (W)
17	nandini Hospital	1sr flr, Pannalal Nagar, SV Rd, Borivali (E)
18	Suvarna Gen Hospital	kasturpark, Shimpoli Road, Borivail (W)
19	Sumeet Nursing Home	63, Amita Apt, Flat No. 19,20 B Wing, Kasturba Rd, Bor E
20	Patani Nursing Home	5,Gokuldharm,Nr. Kora Kendra Borivli (W)
21	Parmar Hospital	1, Anita Apt, C wing, 5 th Kasturba Rd, Borivali (E)
22	dr kulkarni hosp.	104 d/30 yogi nagar eksar rd borivali west
23	Mukti Nursing Home	Laxmi ngr, Kasturba rd no.3 Borivali (E) Mum-66

24	Trishna Eye Hospital	B/3, Shroff Apt, Sodavala Lane, Borivali (W)
25	Rose Petal Nursing Home	Flat no.7-10, C-wing, LT rd, Nandadham, A wing, B/W
26	Matruchhaya mat and sur. Hospital	Prashant , Rajendra Nagar rd, Dattapada, Borivali (E)
27	Baldwa Hospital	Flat-3, K-wing, Gr. Flr, Sumer ngr, SV Rd, Bor (W)
28	Saraf Hospital	bhandarkar House, 193A LT Road, Borivali (W)
29	Shishu Bharti Hospital	Gopalpuri, 1st flr, SV Road, Borivali(W)
30	Mandapeshwar Hospital	Gomati Apt, Nr. Punjab nation-al Bank, SVP Rd, Borivali (W)
31	Dr. Parikhs mat. Gynac and Gen Hospital	A 6-9, Lilam Bldg, Dattpada, road, Borivali (E)
32	Crystal Nursing Home	G-002, Krishna Shantivan Borivali (E)
33	Pandya Surgical Hospital	Rama Niwas, Sodavala lane Borivali (W), Mumbai-92
34	Anand Nursing Home (Mat & Gen)	Godawri, E wing, flat no.1,2 Shantivan, Borivali (E)
35	Saikripa ENT Nursing Home	102, A, Vaibhav, Jambli galli Borivali (W)
36	Bhagat Nursing Home	A-1, Ganesh Niwas, 2nd flr, Pai nagar, SV rd, Borivali (W)
37	Khatav's Mother & Child Hospital	101, Arunoday, market lane, nr. Ajanta Talkies, Bor (W)
38	Nalini mat and surgical Home	Ratnadeep, Opp Havell, SV Road, Borivali (W)
39	Varsha Nursing Home	105, A,Patel Shopping Center Chandavarkar rd, Bor (W)
40	Punit Orthopaedic surgical Hospital	Plot1/1,Punit nagar, A-1 Bldg, SV Road, Borivali (W)
41	Bala Hanumant Hospital	Block 113, Lancelol, Shastri nagar, Borivali (W)
42	Usha Hospital	master Bunglow, SVP Road, Borivali (W)
43	Mohit Hospital	001, C wing, Koyna, Grnd flr Shantivan, Borivali (E)
44	Siddhivinayak Nursing Home	Manjul, Ground flr, Carter rd- 1, Borivali (E)
45	Arihant Heart Clinic	A102/103, Lancelol. Opp Shastri ngr, SV rd, Bor (W)
46	Parijat Child Health Clinic	Parijat,156, Shrikrishna nagar Borivali (E)
47	Siddhartha Maternity and Nursing Home	2/3, Vaibhav, Jambhli galli, Borivali (W)
48	Vibha Care Home mat and Gen	A 101, 1st flr, Mangal Arambh Korakendra flyover, Borivli W
49	Rhushabh Nursing Home	Anjana Apt, C/201, jn of SV rd & Shimpoli rd, Borivali (W)
50	Rhushabh Nursing Home (ext)	101/102, Anjana Apt, C wing shimpoli rd, Soniwadi, Bor (W)
51	Forum Eye Hospital And Contact lenses Clinic	A 1-2, Chikhal Apt, LT Rd, next to Dwarka Hotel, Bor (W)
52	Borivali Orthopaedic Clinic	1 Arvind Apt, LT Rd, Opp Chamunda Jewellers, Bor (W)
53	dabhoya nur home	Pancharatna, Ground Flr, SVP Road, Borivali (W)
54	Nobel Orthopaedic Hospital	1,2,5 Ratan Apt, SV Road, Borivali (W)

55	Satyam Nursing Home (Mat & Gen)	Ashadeep CHS, 4,6/D-1, Gorai, Borivali (W)
56	Ankit Fracture Maternity & surgical Hospital	Girinath, B-wing, Ground flr, Carter rd-3, Borivali (E)
57	Nanda Nursing Home	103,104, Suryakiran, Shanti nagar, SVP rd, Borivali (W)
58	Purohit General Hospital	Kahan Bhavan, LT Road, Borivali (W)
59	Arihant Heart clinic and Nursing Home	1st flr, Sheetal Apt, Daulat ngr, rd-5, SV Road, Borivali (E)
60	Kini Nursing Home	Modern Shashitara, Ground flr Mandapeshwar rd, Bor (W)
61	Doshi Hospital	3,4,5 A, Vithal Apt, SVP road, Borivali (W)
62	Utkarsh Clinic	4, Nirmala Sadan, Kasturba cross rd-1, Borivali (E)
63	Saraswati Hospital	sushila Sadan, 1-235, Rsc 64, Sec-7, Charkop, Kandivli(W)
64	Mehta Health Care Nursing Home	1st flr, Yogi Avenue, Yogingr, Borivali (W)
65	Mintee Nursing Home	3A, Vaibhav Apt, jambali Galli Borivali (W)
66	Dhanashri Nursing Home & ICCU	A/001, Swapnalok, natakwala Lane, Borivali (W)
67	Vasudhan Cosmetic plastic surgery center	C212-213, Lancelot, SV Road, Borivali (W)
68	Lancelot Medical Center & Lancelot Dialysis Unit	111, C&B, 109, Lancelot Opp Shastri ngr, Borivali (W)
69	Ameya mat. Home and sur.Nursing Home	102,103 A wing, Eksar Road, Tulip Royal Complex, Bor (W)
70	Palkar Polyclinic and Hospital	122, Goyal Shopping Center, 1st flr, Opp Station, Bor (W)
71	Eye Care Clinic	101/A, Lancelot Dattani Nagar SV Road, Borivali (W)
72	Raj Jyoti Heart Hospital	Sai Kripa Apt, Opp St. Annes Girl School, LT Rd, Borivali (W)
73	Shrikrishna Hospital	161, Parineeta, Shrikrishna ngr Borivali (E)
74	Jaywant Nursing Home	A1/A4, Nr Rajhans Bldg, Raicrystal , Eksar rd, Bor (W)
75	Bhargav Medical Center	CTS 137, Next to Hanuman Mandir Rd, Babhai, Bor (W)
76	Shivam Eye Care Center	204/5, B wing, Shivam Above Bank of India, Opp ST depot, Borivali (E)
77	Sushrut Hospital	Pooja Apt, 10 Star Cottages, Plot-7, Eksar Road, Bor (W)
78	Shraddha Nursing Home	Garnet, Ground flr, Behind Shanti Ashram, Borivali (W)
79	Crystal Hospital	1 to 4 Sheel Palace, Dattpada Rd, Beh. SBI, Borivali (E)
80	Dr. Alok Shah's ICCU and Nursing Home	A/6, Shroff Apts, Sodavala Lane, Off SVP rd, Bor (W)
81	Mahavir Eye Clinic	10/C-2, Embee Apt, Saibaba nagar, Borivali (W)
82	Maher Mahila Arogya Kendra	G-2, A wing, Shrikrishna Ave-nue, Savarpada Corner, Bor E
83	Jayna Nursing Home	B 1/1, Geetanjali ngr, Saibaba nagar, Borivali (W)
84	Snehal ENT Clinic	G1, Shri Raghuvanshi Apt, Chandavarkar Rd, Bor (W)
85	Shah surgical Hospital and Mat. Home	Vasundhara Apt, Nr. Oriental Bank, Punit ngr, SV rd, Bor(W)

86	Shraddha Mat and surg nursing Home	D/36, Ground flr, Yogi Apt, Nr. Ajmera School, Borivali (W)
87	Kirti Nursing Home	grnd flr, Kedarnath, Rdp5, sec 7, Nr. Charkop depot, Kan (W)
88	Shri Siddhivinayak mat,gen & surg Hospital	105, Om Shri Bunglow,ganesh Chowk, Gorai Rd, Sector-2 RSC 12, Borivali (W)
89	Shivani Medical Center	Padma Nagar, Chkiuwadi, Link Rd, Borivali (W)
90	Seth ENT and Eye Hospital	1, Sakshat, Shimpoli cross rd no 2, Borivali (W)
91	Aditi Hospital & Polyclinic	B wing, grd flr, Nirav, 90 ft rd, W E Highway, kandivali (E)
92	Aastha life care hospital	grnd floor sai sheetal apt plot 23 daulat nagar borivali e
93	Navneet Hospital	517, Daulat nagar, Borivali (W)
94	Mangirish Sur, Mat, and Children Hospital	101,102 Dattatreya CHS, plot 202, Charkop, Kandivali (W)
95	Purnima Hospital	Pavan, Road no.8, Daulat nagar, Borivali (W)
96	Dhanvantiri Medical Center	4, Dhaval Apt, Factory Lane, Opp TPS rd, Borivali (W)
97	Gayatri Maternity and nur. Home	13,14 Parvati Chs, Plot-243, sec-3, Charkop, Kandivali (W)
98	Mangalmurti Hospital and Polyclinic	plot-66,69, RSC 13, Gorai 1, Opp Saibaba temple, Bor (W)
99	Mangalmurti Hospital and Polyclinic	plot-65,68, RSC 13, Gorai 1, Opp Saibaba temple, Bor (W)
100	Nirmal gen Nursing Home	A-1&2, Bhikoba Apt, Babhai Lane, Babhai, Borivali (W0
101	Ashirvad Orthopaedic and sur. Nursing Home	G3-4, Bhakti soc, Opp Jain Temple, jambli gali, Borivali (W)
102	Dr.G D Chawla Dispensary and Mat Home	RDP-4, 274, Shop 2,3 Charkop Shivdhara Chs, Kandivli (W)
103	Divyadarshi Eye Care Center	B12-13, Laxmi Niwas,Palnagar Mandpeshwar rd, Borivali (W)
104	Niramay Mother Care Center	C wing, Parasmani Chs, Chiku wadi, Shimpoli, Borivali (W)
105	Maitry Nursing Home and ICU	plot 371-391, RSC 26-29, Opp St. Rocks School, Beh. Suvidya school, Gorai-2, Bo W
106	Bhatia Eye Clinic	KrishnaKunj, Maharashtra ngr, Borivali (W)
107	Dhanvantari Mat. Fracture & Gen Hospital	3/A/002, Paras nagar, Shankar Lane, Kandivali (W)
108	sai Pratik Surgical Clinic	24, Bageshri, Plot-207, sec-3, Charkop, Opp Saraswat Bank Kandivali (W)
109	Om Sai diagnostic Center	Shri Sai Tower, Sodavala Lane Borivali (W)
110	Shreeji Kripa Surgical Cen. Polyclinic & ICU	Gaurav Droov, A/2, B/3, Behind Bhatia School, Bhatia Lane, Opp saibaba ngr, Borivali (W)
111	Eye Care Center	1,2,3, C-wing, Gnd flr, Lancelot Nxt to Dattani ngr, Bor (W)
112	Siddhi Maternity Home	Charkop, Ratnadeep CHS, 6/225 Sec-3, Dr.Ambedkar rd, Bo W
113	National Hospital Gen.	Matruashish, 1&2 floor, Sukur wadi, Next to Madhav Hall, MG rd, Borivali (E)
114	Sulochana Maternity and Gen Nursing Home	G-2/103, Kankaikrupa, Opp Riddhi Siddhi, Chikuwadi, Shimpoli, Borivali (W)
115	Speciality ENT Hospital	103/203, Satyam Tower, 90 ft rd, Thakur Complex, Kan (E)

116	Surabhi Lifecare Hospital	B/101/102, Shivsagar Apt, Thakur Complex, Kandivali (E)
117	Jaydeep Hospital	5, Nalanda, Sec-3, Charkop, Kandivali (W)
118	Renuka Children Clinic	103, Euby CHS, Opp. Status Hotel, Gorai Link rd, Bor (W)
119	Apex Hospital	Vaishali Heghts, A Wing, Nr. St. Chartered Bank, Chandavarkar Rd, Borivali (W)
120	Shantae Nursing Home	Flat no.1, Shop no.7, Charkop Borbhatt Chs Ltd, Borivali (W)
121	Dhanashri Hospital	Siddhivinayak Tower, Nr. Coll. Office, Natakwalane, Bo W
122	Ashtavinayak Hospital & Swami Samarth Polyclinic	Near Sona Talkies Near National Park, Borivali (E)
123	Neo Plus Criticare	452, Mahadev CHS, Link Road, Opp Don Bosco School, Bo W
124	Sailee Hospital and Mater. Home	Prathamesh Horion, D-Wing, New Link rd, Nr. New MHB Col, Borivali (W)
125	Riddhi Maternity & Nursing Home	Gorai, Matruashish Opp. Azra Bank
126	Saisparsh Nursing Home	Trupti, Ram Nagar, Borivali (W)
127	Dr Reena Mokal N H	Charkop plot no 6 sec 8 Kandivali
128	Mahak Nursing Home	Charkop sec 3 Kandivali (W)
129	Mehta nursing home	golden crest, 1st floor, SV rd, Daulat nagar, Opp. Hanuman nagar, Borivali 66
130	Phoenix Hospital	B 21, Padma Nagar, Borivali 92
131	Insight Eye care & Laser centre	101,, 1st flr, vazira naka, Borivali west 92
132	Riddhi Maternity Home	plot 244/257, RSC/1/A Gorai Layout, borivali west
133	dr mehta maternity home	grnd floor laxmi niwas, carter rd no 3, borivali e
134	OMKARESHWAR NURSING HOME	A-101, Riddhi Siddhi M.G. ROAD, Borivali east, mumbai-66
135	MANAV MANDIR NURSING HOME	Gokul nagar, 90 ft road thakur complex. Kandivali e
136	Riddhi eye Clinic	104/ B Shiv Bhavan SRA CHSL, Carter rd no. 5, Borivali e

### DETAILS OF PNDT CENTRES OF R/C WARD

Sr. No.	Name of the Owner	Owner Qualifications	Name of institute and Address
1	5	6	7
1	Dr. Jayesh Shah	M.B.B.S. M.D. RADIO	Sanket Sonographic Clinic 103, Gopalpuri, SV Road borivali east-66 28946842
2	Dr. Sandip Sharma	M.B.B.S. M.D.RADIOI	Sadbhav Diagnostic Center B-1, Royal Garden, Karter Rd no.2, Borivali (E)
3	Dr. Shardul Shushil	M.B.B.S. M.D. OBST	Usha Hospital Opp Gokul Hotel, SV Patel RD, Borivali (W)
4	Dr. Dhanlaxmi Lalka	M.B.B.S. M.D. Radio	Dr. Dhanlaxmi Lalka 102, Mulji Apt, Above Bank of Baroda, SV Rd, Borivli E
5	Dr. Bharat Sanghvi	M.B.B.S. M.D. Radio	Arihant SONOGRAPHY Clinic E/3, 1st Floor Goragandhi Apt, SV Rd, Borivali (WEST)
6	Dr. Shailaja Kordey	M.B.B.S. M.D. DMRD	Bhagat Policlinic B Wing, 2nd Floor, Ganja wala Lane, Borivali(W)
7	Dr. Shailaja Kordey	M.B.B.S. M.D. DMRD	Dr. Shailaja Kordey B/101, Shantidwar, Shantivan, Borivali (E)
8	Dr. Arunkumar Jain	M.B.B.S. M.D. MED	Mohit Hospital Koyna Bldg, Shantivan, Borivali (E)-- 66
9	Dr. Kirit Shah	M.B.B.S. M.D. Radio	DGITAL SKY DIAGNOSTICS Dr. Kirit Shah B/6, Vanita Niketan, Opp Diamond Talkies, Borivli (W)
10	Dr. (Mrs) PREM Gajanan Belvi	M.B.B.S. M.D(OBST.)	Nandini Hospital 1ST Floor Pannalal nagar, s.v. road Opp Railway Crossing Borivali (E)
11	Dr. Urmila Surekha	DGO, DNB obst	Anand Nursing Home Godavri ShantiVan, Borivli (E)
12	Dr. Milan Hindlekar	MS (GEN. SURGERY)	Sumati Nursing Home Sumeecha Bunglow, SV Rd Borivali (W)
13	Dr. Bharat Vakil	-	Suvarna Gen. Hospital Kastur Park, Shimpoli Rd, Borivali (W)
14	Dr. Bhojraj	DGO	K.C.L.BHANSHALI MUNICIPAL MATERNITY Borivali Maternity Home SV Rd, Borivli (W)
15	Dr. S.L. ahire MO i/c Dr goimawala mo i/c	MBBS	kasturba maternity (Centenary hosp.)Shatabdi Hospital Kasturba Rd, Borivali (E)
16	Dr. Sona Ajit Poongaonkar	MBBS, DMRD	Siddhi Diagnostic Center 103, Sunil Apt, Jain Mandir Rd, Charkop Sec-5
17	Dr. Mehul Mehta	MBBS, DMRD	Dr. Mehul Mehta 11, Parvati CHS Ltd, Sec-3, Plot-243, Charkop,Kan (W)
18	Dr. Dhananjay Powle	M.B.B.S. M.D(Obst)	Abhinav Clinic, 102, Satyanarayan Apt, GH Highschool, MG rd, Borivli E

19	Dr. Rajendra Jain	M.B.B.S. M.D(OBST.)	Rajendra Nursing Home E/18-001 A, NR AURA HOTEL, Yogi Nagar, Borivali (W)
20	Dr. V.L.Belekar	MBBS DMRD	Avirat Diagnostic Center B/102, Mrind Kishor, First Flr, Dattapada, phatak Borivali (west)
21	dr apurva		Charkop Maternity Home Beh. PPF Bldg, Charkop sec-3, Kandivali (W)
22	DR. Surendra Patil	M.B.B.S. M.D(OBST.) DGO	Ameya Mat.&Sur. Hospital 102/103, A Tulip Royal complex, Eksar Rd, Bor (W)
23	Dr. Minal Dabhaliya	DGO, DNB	Aditi Hospital Niro Bldg, 90 Rd, Off W.E. highway, Kandivali (E)
24	Dr. Abhijit Kher	M.B.B.S. M.D(OBST.)	Nirmay Mother Care C-01, Parasmani society, Chikoowadi, Borivali (W)
25	Dr. Vimal Shah	M.B.B.S. M.D(RADIO)	Vimal Diagnostic Center Flat-1, B Wing, Borivli Chan dralok Chs, Punjabi Lane, Borivali (W)
26	Dr. Rohit Malik	M.B.B.S. M.D(RADIO), DMRE, DMRD	A.R.Medical Center 102, Ekta Villa, MG Rd, Opp Bus depot, Borivali (E)
27	Dr. Yogesh Mehta	MD MED	Health CareMEDICAL CENTRE & DIAGNOSTICS First Flr, Yogi Avenue, Yogi Nagar,NR CORPORATION BANK Borivali (W)
28	Dr. Parag Ajmera		Arihant Heart Clinic103, Lancy rd, SV Rd, Bor (W)
29	Dr. Ashwini Ajaonkar	M.B.B.S. M.D(OBST.)	Sanjeevan Med. Center 102, ShriTower, Plot-446, TPS 3, Link Rd, Borivli (W)
30	Dr. Renu Agrawal	M.B.B.S. M.D(OBST.)	Saraswati Hospital NEXT TO CHARKOP BUS DEPOT NR MTNL sec-7, Charkop,KANDIVALI(W0
31	Dr. Nitin Yende		Vibha Diagnostic Center Vibha Cape Home, Mangal Avambh, Kora Kendra, NR. Mcdonald, Borivali (W)
32	Shri PRAFUL LAXMICHND SALOT		Shree Gujrati Seva Mandal A/1-4, Marbal Arts, 51 Tps Rd, Off Factory Lane, Bor W
33	Dr. MEENA KAMAT	MD OBST	Saraf Hospital 193/A, Bhandarka CHS, Babhai, LT Rd, Borivali(W)
34	Dr. Sangeeta Shah	M.B.B.S. M.D(RADIO)	Apex Hpsital VASHALI HTS CHANDAVARKAR RD A wing, Nr Std Chartered Bank, Borivali (W)
35	Dr. Rakesh Dubey	MS ORTHO	Dhanvantari Hospital B102/103 MaiFlower Bldg, Lady Fatima Rd, 1st flr, Opp Poisar Deopt,Borivali (W)
36	Dr. Surekha Parikh	MD OBST	Navjivan Mater.&Surg. Home Bldg-3, Mulji nagar, Saibaba Mandir Rd, Borivali(W)
37	Dr. Hema Rane	M.B.B.S. M.D(PAEDS) 2DECHO	Rane Anand Med Center NEAR UNION BANK OF INDIA, NR DATTAPADA ROAD SV Road, Borivali (W)
38	Dr. Yogesh Mehta	M.B.B.S. M.D MED.	Healthcare Med & Diagn. Mahavir Ngr, Suryadarshan Chs, Satya Ngr, Kandi (W)
39	Dr. Vishal Jadhav		Qualitas Diagnostic 1/2/3, Bhima Bldg, Opp Sona Theatre, Shantivan Bor (E)

40	Dr. Himanshu Desai	M.B.B.S. M.D(RADIO.)	May Flower Diagnostic Cen. B/2/1, Geetanjali Ngr, Opp Saibaba Temple, Saibaba Nagar, Borivali (W)
41	Dr. Kautubh Kulkarni	MD DGO	Siddhi Life A R T Center first flr, Mrund Kishor, Dattapada Fatak Rd, Borivali(W)
42	Dr. Arjun Waghmare		Om Sai Hospital first flr, Sai Tower, Nutan ngr, Sodavala Lane, Borivali (W)
43	Dr. Bharat mahale		Mangal Murti Hosp & Polyclinic Opp Saibaba Temple, Gorai, Borivali (W)
44	Dr. Sunil Dabhade	MBBS MD(MED.)	Surudh Clinic, 004/A, Grd Flr, New Swapn Lok, CHs, Natakwala Lane Borivli (W)
45	L.R.Sarbare		Omkar Health Care Rsc-13, Gorai-2, OPP MANGAL MURTI NURSING HOME Omkar Bunglow, Borivali (W)
46	Dr. Jayprakash lalwani	MBBS MD(MED.)	Arihant Heart & Surg Hosp. 6, Sheetal Apt, First Flr, Daulat nagar, Borivali (E)
47	Dr. Nilesh Shah	MBBS MD(RADIO.)	NM Medical Swastik Bldg, Ajanta chsl, Chandrawarkr cross rd-2, next to ICICI BANK Borivali (W)
48	DR. RAJESH GHAGARE	MD MED	Ashtavinayak Hospital & Swami Samarth Polyclinic B/102, Goyal Trade Cen, Sona Talkies Bldg, First flr Shantivan Borivali (E)
49	Dr. Shailesh Pethe	VET. DOCTOR, M.S.V.C.	Carids Veterinary Clinic c-7, Suyog Chs, Kulkarni rd Borivali (W)
50	Dr. Meena kamat	M.B.B.S. M.D(OBST.)	Lotus Comprehensive clinic 101, Lotus Arch, Amarkant Jha Rd, Vazira, Borivali (W)
51	Dr manoj gupta		Saillee Hosp & Diagn cen. Prathamesh Horizon, New MHB col, New Link Rd Borivali (W)
52	Dr. Lata Dandekar	MD, DGO, DFP	Dandekar's Ultrasound, 102 , Anurag vazira. L.T. Road, Borivali west
53	DR. NIKHIL SHAH MD OBST DGO	MD, DGO,	RUDDHI MATERNITY & NURSING HOME B WING, 1st FLOOR GORAI MATRUASHISH SOCIETY, GORAI 2 ,BORIVALI WEST
54	DR. AVINASH MURAL MBBS DMRE	MBBS DMRE	KASTURI DIAGNOSTIC, R.N. D6, CHARKOP JAL SAROVAR CHS, PLOT NO. 528, SECT.5, CHARKOP, BORIVALI WEST
55	DR. SANDEEP DESHPANDE		SURBHI HOSPITAL 801 CHALLENGER TOWWER1 THAKUR VILLAGE KANDIVALI EAST
56	DR. NIRZARI N TUTWALA	MBBS MD(OBST)	SAI SPARSH MATERNITY & NURSING HOME 1st FLR, TRUPTI BLDG SAIBABA NAGAR, BORIVALI WEST
57	DR V. S. LOKARE	MD(MED)	dhanashri hospital siddhivinayak tower nr ccollector office natakwala lane borivali west mumbai 92
58	DR R. G. LOTLIKER	MD(MED), DM (CARDIO)	DR. Lotliker city diagnostic centre 303. jalaram business centre, ganjawala lane nr chamunda circle borivali west
59	DR KAMLESH MEHTA	MBBS DGO	DR. MEHTA'S MATERNITY HOME LAXMI NIWAS KARTER RD NO. 3 OPP. AMBA MANDIR BORIVALI EAST
60	DR SANJAY ARORA		SUBURBAN Diagnostics Shop No. 9 & 10, KalpaVruksh garden link RD Mahavir nagar Borivali west
61	DR Avhad Ganesh A	MD RADIO	VIKAS IMAGING CENTRE Shop No. 2 Nirav CHS 90 feet rd Thakur complex Kandivali East



62	Dr Akshay M. nakrani	MD MED	AASTHA LIFECARE HOSPITAL & MEDICAL CENTRE GRND FLR SHEETAL APT CROSS JUNCTION OF S.V RD & DAULAT NAGAR RD NO. 5 OPP. HANUMAAN TEMPLE. BORIVALI EAST, MUMBAI 66
63	Dr Suchita v shah	MD RADIO	Dr suchita Shah Diagnostic centre 301 Emperor Bldg Babhainaka, L.T. Rd, borivali west mumbai-92
64	DR JITEN V.MEHTA	MD MED	MEHTA NURSING HOME, 1st flr, RITE GOLDEN CREST, S.V. RD borivali EAST mumbai66
65	Dr. Angom Nelly	MBBS Diploma in PATHOLOGY	Citrus Diagnostics private Ltd., A101, SUNRAYS SHOPPING CENTRE CHARKOP MARKET JUNCTION, NEAR APNA BAZAR, KANDIVALI WEST MUM-67
66	Dr Devesh tiwari	md paed	PHOENIX HOSPITAL PVT. LTD. CTS 374/B21 PADMA NAGAR CHIKUWADI, BORIVALI WEST MUMBAI 92
67	DR. ALOK SINGHAI	DMRD	PULSE HITECH HEALTH SERVICES PVT. LTD. SHOP NO. 1 TO 7, GRND FLOOR, GOKARNA CHS, TPS3, NR KORA KENDRA GRND OFF S.V. RD, BORIVALI WEST.
68	DR.AMIT M MANIAR	MD(RAD)	SHREEJI IMAGING & DIAGNOSTICS PVT. LTD. SATARKAR BLDG SHOP NO. 50-53, SHIMPHOLI RD , BORIVALI WEST
69	DR SHASHIKANT TALWAR	MBBS CMO	MOTHER AND CHILD HOSP.,MAGATHANE BOR(E)
70	DR APURVA GOSAVI	MO i/c DNB(OBS)	KASTURBA CROSS RD MATERNITY HOME,BOR.EAST
71	DR SANJAY ARORA	MD ( RADIO)	SUBURBAN Diagnostics PVT. LTD.301,302 VINI ELEGENCE 3rd FLOOR PLOT OP NO. 77, FP NO. 116, L.T. RD, Borivali west
72	NIKUNJ M. KOTHIA	DMRD	KALA DIAGNOSTICS SHOP NO. 2 GRND FLR, BORIVALI ATLANTA CHSL, KASTURBA MAIN RD, BORIVALI EAST MUMBAI
73	DR HARSUKH K. THAKRAR	MD (RADIO)	NIRMAN HITECH DIAGNOSTIC CENTRE UNIT NO.8, KANDIVALI, KESAR ASHISH APT. GRND+FIRST FLOOR MAHAVIR NAGAR KANDIVALI WEST MUMBAI -67.
74	MR SANJAY GUPTA	~	SNG DIAGNOSTICS & MEDICAL PVT. LTD., SHOP NO. 8, EDEN GARDEN MAHAVIR NAGAR, KANDIVALUI WEST
75	Dr Megha Anaje Panchamia	DNB (OBST)	LOTUS HOSPITAL, GRND FLR, GARNET CHSL, DEVKI NAGAR BORIVALI WEST, MUMBAI 400103
76	Dr. ANAND G JADHAV	MD RADIO	DR. JADHAV'S IMAGING CLINIC , SHOP NO.4, SANSKRITI BLDNG, Opp. ST. LAWRENCE School, Thakur complex Kandivali west, MUMBAI

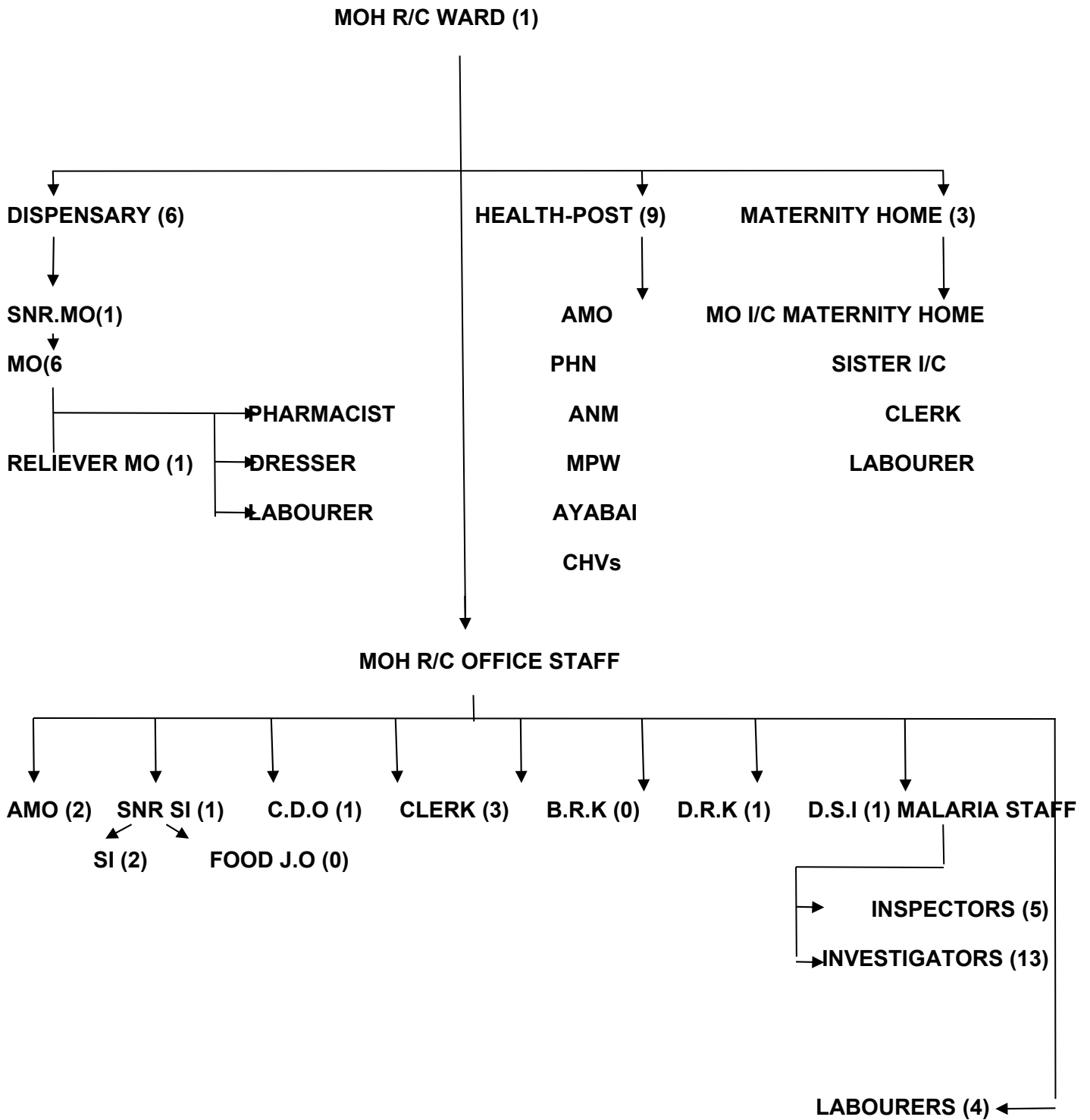
**DETAILS OF MTP CENTRES OF R/C WARD**

1	Khatau Mother & Child Hosp Arun Daya, NR AJANTA cinema, 1st flr, Bor (W)	
2	Usha Hospital Opp Gokul Hotel, SV Patel RD, Borivali (W)	CLOSED
3	Sumati Nursing Home Sumeecha Bunglow, SV Rd Borivali (W)	
4	Nandini Hospital 1ST Floor Pannalal nagar, s.v. Road Opp Railway Crossing Borivali (E)	
5	Rajendra Nursing Home Dr. Rajendra Jain M.B.B.S. M.D(OBST.) E/18-001 A, NR AURA HOTEL, Yogi Nagar, Borivali (W)	
6	Ameya Mat.&Sur. Hospital DR. Surendra Patil M.B.B.S. M.D(OBST.) DGO102/103, A Tulip Royal complex, Eksar Rd, Bor (W)	
7	RUDDHI MATERNITY & NURSING HOME B WING, 1 <sup>st</sup> FLOOR GORAI MATRUASHISH SOCIETY, GORAI 2 ,BORIVALI WEST	
8	Saraswati Hospital NEXT TO CHARKOP BUS DEPOT NR MTNL sec-7, Charkop,KANDIVALI(WO	
9	Vibha Diagnostic Center Vibha Cape Home, Mangal Avambh, Kora Kendra, NR. Mcdonald, Borivali (W)	
10	Borivali Maternity Home SV Rd, Borivli (W)	
11	Anand Nursing Home Godavri ShantiVan, Borivli (E)	
12	Crystal Hospital G-01/02,Krishna building,Shantivan, Borivali(e)	
13	Ashtavinayak Hospital & Swami Samarth Polyclinic B/102, Goyal Trade Cen, Sona Talkies Bldg, First flr Shantivan Borivali (E)	
14	SAI SPARSH MATERNITY & NURSING HOME 1st FLR, TRUPTI BLDG SAIBABA NAGAR, BORIVALI WEST3	
15	(Centenary hosp.)Shatabdi Hospital kasturba maternity Kasturba Rd, Borivali (W)	
16	NATIONAL HOSPITAL MAARUASHISH BLG, OPP. BUS DEPOT, MG RD , BORIVALI E	
17	Saillee Hosp & Diagn cen. Prathamesh Horizon, New MHB col, New Link Rd Borivali (W)	
18	Charkop Maternity Home Beh. PPF Bldg, Charkop sec-3, Kandivali (W)	
19	Navjivan Mater.&Surg. Home Bldg-3, Mulji nagar, Saibaba Mandir Rd, Borivali(W)	
20	Dhanvantari Hospital B102/103 MaiFlower Bldg, Lady Fatima Rd, 1st flr, Opp Poisar Deopt,Borivali (W)	
21	Nirmay Mother Care C-01, Parasmani society, Chikoowadi, Borlvali (W)	
22	Apex Hpsital VASHALI HTS CHANDAVARKAR RD A wing, Nr Std Chartered Bank, Borivali (W)	

## **DETAILS OF CEMETRIES OF R/C WARD**

1. DAULAT NAGAR HINDU CEMETRY –
  - a) TRADITIONAL (FIREWOOD)
  - b) ELECTRIC
2. GORAI CEMETRY
  - A) CHRISTIAN CEMETRY
  - B) MUSLIM KABRASTAN
  - C) HINDU TRADITIONAL (FIREWOOD)
3. BABHAI HINDU CEMETRY
- 4.PVT EKSAR MUSLIM KABRASTAN
5. PVT HOLY CROSS CHRISTIAN CEMETRY

4. ORGANISATION'S STRUCTURAL CHART (ORGANOGRAM)



<b>STAFF POSITIONING REPORT OF R/C WARD</b>				
<b>SR.NO</b>	<b>STAFF</b>	<b>TOTAL POST</b>	<b>FILLED POST</b>	<b>VACANCY</b>
1	MOH	1	1	0
2	ASSISTANT MEDICAL OFFICER	2	2	0
3	SR. MEDICAL OFFICER	1	1	0
4	MEDICAL OFFICER		11	0
5	PHARMACIST	10	10	0
6	SR. SANITARY INSPECTORS	1	1	0
7	SANITARY INSPECTORS	7	7	0
8	CLERK	8	8	0
9	B.R.K	6	1	5
10	D.R.K	7	7	0
11	R.A.	1	1	0
12	D.S.I	1	1	0
13	REPAIR BEARER	1	1	0
14	DRESSER	10	10	0
15	ELECTRICIAN	2	1	1
16	FURNACE OPERATOR	3	2	1
17	LAB TECHNICIAN	2	1	1
18	CEMETRY ATTENDANT	12	12	0
19	ELECTRIC ATTENDANT	10	10	0
20	GARDENER	3	3	0
21	MALARIA INSPECTORS	4	4	0
22	MALARIA INVESTIGATORS	17	17	0

**SECTION 4 (1) (b) (ii)****MANUAL NO 2****The powers of officers and employees in the Office of Medical Officer of Health (R/C Ward)****A – Financial Powers**

<b>Sr. No</b>	<b>Designation</b>	<b>Powers-Financial</b>	<b>Under which legislation / rules / orders / GRs</b>	<b>Remarks</b>
1	Medical Officer of Health	Rs.5000/- per month	As per the circular no: CA/FRD/I/48, dated : 31/01/2013	--
2	Asst. Medical Officer	NIL	NIL	NIL
3	Community Development Officer	NIL	NIL	NIL
4	Sanitary inspector	NIL	NIL	NIL

**SECTION 4 (1) (b) (ii)****The powers of officers and employees in the Office of Medical Officer of Health (R/C Ward)****B - Administrative Powers**

<b>Sr. No.</b>	<b>Designation</b>	<b>Powers -Administrative</b>	<b>Under which legislation / rules / orders / GRs</b>	<b>Remarks</b>
1	Medical Officer of Health	Please refer to Delegation of powers to Medical Officer of Health on Pg.	Sections 394 & 412 MMC Act 1888	
2	Asst. Medical Officer	NIL	NIL	NIL
3	Community Development Officer	NIL	NIL	NIL
4	Sanitary inspector	Please refer to Delegation of powers to Sanitary Inspector on Pg.	Sections 394 & 412 MMC Act 1888	

**SECTION 4 (1) (b) (ii)**

**The powers of officers and employees in the Office of Medical Officer of Health (R/C Ward)**

**C – Magisterial Powers**

<b>Sr. No.</b>	<b>Designation</b>	<b>Powers -Magisterial</b>	<b>Under which legislation / rules / orders / GRs</b>	<b>Remarks</b>
1	Medical Officer of Health	N.A	N.A	N.A

**SECTION 4 (1) (b) (ii)**

**The powers of officers and employees in the Office of Medical Officer of Health (R/C Ward)**

**D - Quasi Judicial Powers**

<b>Sr. No.</b>	<b>Designation</b>	<b>Powers - Quasi Judicial</b>	<b>Under which legislation / rules / orders / GRs</b>	<b>Remarks</b>
1	Medical Officer of Health	N.A		

**SECTION 4 (1) (b) (ii)**

**The powers of officers and employees in the office of Medical Officer of Health (R/C Ward)**

**E – Judicial Powers**

<b>Sr. No.</b>	<b>Designation</b>	<b>Powers - Judicial</b>	<b>Under which legislation / rules / orders / GRs</b>	<b>Remarks</b>
1	Medical Officer of Health	N.A	--	--

## BRIHANMUMBAI MAHANAGARPALIKA

### DELEGATION OF POWERS TO MEDICAL OFFICER OF HEALTH (R/C WARD)

Under Section 68 of the **Mumbai Municipal Corporation Act 1888**, Medical Officer of Health- R/Central is hereby empowered to exercise, perform and discharge under the control and subject to the revision of the Commissioner, the several powers, duties and functions conferred or imposed upon or vested in the Commissioner by the several Sections, Sub-Sections and Clauses of the said Act herein below mentioned :-

**EXPLANATION** :- The entries in the second column of the below table headed 'Nature of powers' etc. are not intended as definitely described in Sections, Sub-Sections and Clauses mentioned in the first column or even as abstracts of those sections, sub-sections and clauses, the numbers of which are given in the first column.

<b>SECTIONS</b>	<b>BRIEF DESCRIPTION OF POWERS, DUTIES AND FUNCTIONS DELEGATED TO BE EXERCISED &amp; PERFORMED</b>
84	Leave of absence maybe granted.
112	To receive payments on accounts of the Municipal Fund and to lodge them in a bank.
381	To issue notice in writing require the person by whose act, default or sufferance, nuisance arises, exists or continues to remove, discontinue or abate the nuisance by taking measures.
384 (A)	Stabling animals or storing grains in dwelling houses is prohibited.
394 (1)(4) (5)	Certain articles or animals not to be kept, and certain trades, processes & operations not to be carried on without license & things liable to be seized, destroyed etc. to prevent danger or nuisance.
396 (1)	Powers of inspection (at any time, by day or by night without notice) of premises where licensable articles are kept or trade, process or operations are carried on where prohibited articles are kept.
412 (A)	License required for dealing in Milk or other Milk Products.
415	Unwholesome articles etc. to be seized.
416	Disposal of perishable articles seized under Section 415.
422	To inspect any place where dangerous diseases are suspected and to take measures etc.
424 (1)	To issue orders for removal of patients to hospital.
425 (1)	Disinfection of building etc. to prevent or check the spread of any dangerous diseases.
427 (3)	Infected articles maybe destroyed.
479 (5)	To require production of licenses for written permission.
483	Notices & Summons etc. to be served upon.
488	To enter any premises for any purposes of inspection, survey or execution of necessary work.



## **BRIHANMUMBAI MAHANAGARPALIKA**

### **DELEGATION OF POWERS TO SANITARY INSPECTOR**

Under Section 68 of the **Mumbai Municipal Corporation Act 1888**, Medical Officer of Health- R/Central is hereby empowered to exercise, perform and discharge under the control and subject to the revision of the Commissioner, the several powers, duties and functions conferred or imposed upon or vested in the Commissioner by the several Sections, Sub-Sections and Clauses of the said Act herein below mentioned :-

**EXPLANATION** :- The entries in the second column of the below table headed 'Nature of powers' etc. are not intended as definitely described in Sections, Sub-Sections and Clauses mentioned in the first column or even as abstracts of those sections, sub-sections and clauses, the numbers of which are given in the first column.

<b>SECTIONS</b>	<b>BRIEF DESCRIPTION OF POWERS, DUTIES AND FUNCTIONS DELEGATED TO BE EXERCISED &amp; PERFORMED</b>
253	To inspect and examine drains etc. mentioned in the section.
374	To inspect premises to ascertain sanitary conditions.
396 (1)	Powers of inspection of premises where licensable articles are kept or trade, process or operation are carried on or where prohibited articles are kept.
412 (A)	Action for sale of Milk & Milk Products.
415	Unwholesome articles etc. to be seized.
416	Disposal of perishable articles seized under Section 415.
422	To inspect any place where dangerous diseases are suspected and to take measures etc.
424 (1)	Commissioner may order removal of patients to hospital.
427 (3)	Infected articles maybe destroyed.
479 (5)	To require production of licenses for written permission.
483	Notices & Summons etc. to be served upon.
488	To enter any premises for any purposes of inspection, survey or execution of necessary work.

#### **Section 4 (1) (b) (ii)**

#### **The duties of officers and employees in the office of Medical Officer of Health (R/C Ward)**

##### **Medical Officer of Health (R/C Ward)**

- Medical Officer of Health of the ward works as per Mumbai Municipal Corporation Act, 1888 (Section 394 & 412), Registration of Births & Deaths Act, 1969 and Rule 8/13 of Maharashtra Registration of Births & Deaths Rules, 2000, Mumbai Nursing Home Act, 1949 & Pre-Conception & Pre-Natal Diagnostic Techniques Act, 1996 to function effectively.
- The Medical Officer of Health (R/C Ward) is the sectional Head of Health Department who exercises supervisory control over Public Health Infrastructure in the concerned ward.
- He has to take action under appropriate provisions of MMC Act/RBD/PC-PNDT/MNH Act against owners of Eating Houses/ USG Centres/ Genetic Clinics/ IVF Centres/ Nursing Homes/ Construction Sites/ Saloons/ Laundries.
- He has to prevent unauthorized food trade and also Prevention of Sex-Determination.
- He has to also regulate and control Outbreaks of Communicable Diseases in the concerned ward.
- He also supervises all the Health Related activities in a particular ward. He is also the appropriate authority to register & certify Vital Events such as Births, Deaths & Marriages.

### **Assistant Medical Officer (Inoc.)/ Medical Assistant (M.A.)**

- Asst. Medical Officer of a ward acts as an assistant to the Medical Officer of Health in conducting day-to-day office work, as well as supervision of the staff within the Health Department.
- The work consists of Daily Analysis & reporting of the Disease (Communicable & Non-communicable) trends in the ward.
- Evaluation of the applications of Centres under the PC-PNDT Act for renewal & new registration. Monitoring the Vital Statistics (Births, Deaths & Marriages) of a particular ward.
- Assisting the Medical Officer of Health in conducting Mumbai Aarogya Abhiyaan camps.
- Co-ordination with the Public Health Infrastructure of a Ward (Health Posts, Dispensaries, Maternity Homes & Tertiary Care Hospitals)

### **Assistant Medical Officer (E.P.I.)**

- The Assistant Medical Officer (E.P.I.) is a representative of the E.P.I. Department in a particular ward.
- He/She supervises the activities of immunization in a particular ward under the guidance of the Medical Officer of Health.
- The work consists of supervision of Field & Centre Camps of Routine Immunization at the respective Health Posts & Dispensaries. Surveillance of Acute Flaccid Paralysis (AFP) cases in a ward.
- Surveillance & reporting of cases of Adverse Events Following Immunization (AEFI). Monitoring of Measles Outbreaks. Supervision of Pulse Polio Immunization (PPI) in a particular ward.
- Training of Health Care Workers in Safe Injection Practices.
- Ensuring maintenance of Cold Chain for the vaccines in a particular ward.

### **Community Development Officer**

- The Community Development Officer (C.D.O.) is a representative of the F.W.M.C.H. (Family Welfare) Department in the Health Department.
- The work consists of supervision of the R.C.H. (Reproductive & Child Health) Programme in a particular ward. Monitoring of Family Planning activities in a particular ward & promoting Family Planning Methods.
- C.D.O. is also in-charge of all the IEC activities in a particular ward. Conducts training activities of the Health Care Workers as well as the Community Health Volunteers.
- The C.D.O. assists the Medical Officer of Health in conducting Population Census. Supervision of NUHM & NRHM activities in a particular ward.

### **Sanitary Inspectors**

- Sanitary Inspectors of a particular ward assist the Medical Officer in carrying out various administrative activities under the Sections 394 & 412 of the MMC Act.
- The Sanitary Inspectors are allotted various sections within the ward and are supposed to inspect the Public Facilities like Eating Houses, Community Kitchens, Nursing Homes, Dairies, Flour Mills, Saloons, Pharmacies (Chemists), Laundries, etc. in their respective sections to ensure that they comply with the standards mentioned in the Sections 394 & 412 of the MMC Act & MNH Act, 1949.
- The Sanitary Inspectors are also supposed to refer the workers of Eating Houses to Medical facilities, if & when the need arises.
- The work also consists of issuing Inspection Reports to the concerned party/ies in the event of any discrepancies with respect to the Sections 394 & 412 of the MMC Act & MNH Act, 1949.
- Sanitary Inspectors also assist the Medical Officer of Health in supervision of construction sites for implementation of Anti-Malarial Measures.
- Work also consists of carrying out visits to the concerned parties in the event of any complaint by the citizens. Processing applications for Health Licenses.

### **Malaria Inspectors**

- Represent the Malaria Surveillance Department in a particular ward.
- Are allotted various sections & with the help of Malaria Investigators carry out Active & Passive Surveillance in a particular ward for identification of Malaria (+ve) cases.
- Work also consists of Daily Malaria reporting & RT (Radical Treatment) compliance.
- Co-ordination with the Health Posts & Dispensaries to ensure RT completion & identification of all fever cases.

### **Malaria Investigators**

- They also represent the Malaria Surveillance Department, and under the guidance of Medical Officer of Health & Malaria Inspectors carry out Active & Passive Malaria Surveillance in their allotted sections.
- Collection of Blood Smears of all cases of fever, administration of Chloroquine & prompt referral to the appropriate medical facility.
- Ensure RT Compliance of all Malaria +ve cases.

### **E.P.I. Clerk**

- Compilation of Monthly reports of Routine Immunization as well as Pulse Polio Immunization reports.
- Submission of Expenditure statements for Routine & Pulse Polio Immunization.
- Maintaining vaccine & syringe stock registers at the Ward Vaccine Store.

### **Birth, Death & Marriage Clerk**

- The work consists of receiving applications for corrections of Birth & Death Certificates. Verification of all documents & processing the application and if satisfactory forwarding the same to the Medical Officer of Health for corrections.
- Receiving applications for Marriage registration & scrutiny of all the proofs submitted. Maintaining Inward/Outward register & Dispatch.

### **D.S.I. (Water Samples)**

- Supervision of water quality in a particular ward & ensuring timely collection of water samples from all the points in a ward along with collection of samples from complaint areas.
- Ensuring timely submission of the samples collected & keeps track of the reports.
- Co-ordination with the staff of A E (Water Works) of the ward.
- Monitoring of cases of waterborne diseases in a ward.

### **Birth/Death Record Keepers**

- Maintaining the Birth & Death Records for a particular ward.
- Processing the Birth & Death reports received from the medical facilities.
- Feeding (Data Entry) of the Birth/Death reports into the Municipal Corporation Portal.
- Sending applications for the birth/death extracts.
- Co-ordination with the Cemetery staff for transportation of Dead bodies.

**Section 4 (1) (b) (iii)**

**MANUAL NO 3**

The Procedure followed in the decision- making process, including channels of supervision and accountability in the office of Medical Officer of Health (R/C Ward)

NAME OF ACTIVITY - Action against Eating Houses/ Community Kitchens/ Flour Mills

Related Provisions - Under section 394 of MMC Act.

Name of the Acts/Acts - MMC Act 1888

<b>Sr. No.</b>	<b>Activity</b>	<b>Steps involved</b>	<b>Time limit</b>	<b>Authority role and responsibility of the employee/officer in connection with each activity. (mention designation)</b>	<b>Remark</b>
1	Action against Eating Houses/ Community Kitchens/ Flour Mills.	1. Detection of non-compliance with respect to Section 394, MMC Act during usual round of inspection or on receipt of complaint from citizen. 2. Taking photographs of discrepancies if necessary. 3. Preparation of inspection report. 4. Filing court case in case of non-compliance within the stipulated time.	2-7 days	Sanitary Inspector/ Medical Officer of Health	

NAME OF ACTIVITY - Action against USG centres/ IVF Centres/ Genetic Clinics

Related Provisions - --

Name of the Acts/Acts - PC-PNDT Act, 2003.

Rules - --

Govt. Resolutions - --

Circulars - --

Sr. No.	Activity	Steps involved	Time limit	Authority role and responsibility of the employee/officer in connection with each activity. (mention designation)	Remark
1	Action against USG centres/ IVF Centres/ Genetic Clinics	1. Detection of illegal USG/ Sex Determination practices during usual round of inspection or on receipt of complaint from citizen. 2. Taking photographs of discrepancies if necessary.	Within 2-7 days.	Medical Officer of Health	
		Scrutiny of the records (F-forms) at a particular centre. Preparation of inspection report.	Within 2-7 days.	Medical Officer of Health	
		Issuing Show-Cause Notice/ Sealing the USG machine/equipment or the entire centre as per the severity of the discrepancy/offence found.	Within 2-7 days.	Medical Officer of Health	
		Filing court case in case of non-compliance	7 days	Medical Officer of Health	



NAME OF ACTIVITY - Action against illegal/ unlicensed Nursing Homes

Related Provisions - --

Name of the Acts/Acts - Bombay Nursing Homes Act, 1949.

Rules - --

Govt. Resolutions - --

Circulars - --

Sr. No.	Activity	Steps involved	Time limit	Authority role and responsibility of the employee/officer in connection with each activity. (mention designation)	Remark
1	Action against illegal/ unlicensed Nursing Homes	1. Detection of illegal/unlicensed Nursing Homes during usual round of inspection or on receipt of complaint from citizen. 2. Taking photographs of discrepancies if necessary.	Within 2-7 days.	Medical Officer of Health	
		Preparation of inspection report.	Within 2-7 days.	Medical Officer of Health	
		Filing court case in case of non-compliance	7 days	Medical Officer of Health	

**Section 4 (1) (b) (iv)**

**MANUAL NO 4**

Norms set for discharge of its functions in the office of **Medical Officer of Health (R/C Ward)**

Organizational targets (Annual)

<b>Sr. No.</b>	<b>Designation</b>	<b>Activity</b>	<b>Financial Targets in Rs.</b>	<b>Time Limit</b>	<b>Remarks</b>
1	Medical Officer of Health	As mentioned in Section 4 (1) (b) (ii)	There are no financial targets set for this department. As mentioned earlier the work is carried out on day to day basis.	Time limit for each activity is as mentioned in Section 4 (1) (b) (iii)	
2.	Assistant Medical Officer	As mentioned in Section 4 (1) (b) (ii)	There are no financial targets set for this department. As mentioned earlier the work is carried out on day to day basis.	Time limit for each activity is as mentioned in Section 4 (1) (b) (iii)	

**Section 4 (1) (b) (v)****MANUAL NO 5**The rules / regulation related with the functions of **Medical Officer of Health (R/C Ward)**

<b>Sr. No.</b>	<b>Subject</b>	<b>G.R. /Circular / Office order. Rule no. Notification etc. date.</b>	<b>Remarks if any</b>
1	Act regarding registration of birth & death in the ward	1. Registration of Births and Deaths Act, 1969 2. Rule 8/13 of Maharashtra Registration of Births & Deaths Rules, 2000 3. HO/35875/REG NO 1/ Dt 30.01.2013 – Provision for Child name insertion in birth certificate for the period of 2yrs ( 01.01.2013 – 31.12.2014), even if >15yrs have lapsed since birth.	
2	Act regarding registration of marriage in the ward	1.Maharashtra State Government Rules & Regulation for Marriage Registration 1998 2.HO/10798/Dt 08.03.2010	
3	Act regarding registration & supervision of nursing homes in the ward	Bombay Nursing Home Act, 1949	
4	Act regarding registration & supervision of PC-PNDT centres in the ward	1.The Pre-Natal Diagnostic Techniques (Regulation & Prevention of Misuse) Act, 1994 Amended as – The Pre-conception & Pre-Natal Diagnostic Techniques (Prohibition of Sex selection) Act, 2003 2.Ministry of Health & Family Welfare Notification dt 04.06.2012	
5	Act regarding supervision of MTP centres in the ward	Medical Termination of Pregnancy Act 1971	
6	Health Licenses	Sections 394 & 412 of MMC Act 1888	

**Section 4 (1) (b) (vi)**

**MANUAL NO 6**

Statement of Categories of documents held in the office of  
**Medical Officer of Health (R/C Ward)**

<b>Sr No</b>	<b>Subject</b>	<b>Type of Document/ file or register</b>	<b>File No. or Register No.</b>	<b>Particulars</b>	<b>Periodicity of Preservation</b>
1	Birth & death registers / Hospital (confinement) records	Register		Details of birth & death events occurred in the ward	Permanent
2	Marriage Register	Register		Details of marriages of residents who wish to register the event with the respective ward	Permanent
3	PC-PNDT 'H' Form & 'A' form of individual centres	Soft copy of 'H' form File of individual centres		Details of PC-PNDT Centres	10 Years
4	I.R. Book	Register		Inspection reports of various facilities bearing Health License	10 Years
5	Offence sheet	Register		Record of various offences committed by the facilities bearing Health Licenses & the action taken.	5 Years
6	'C' Form	Register		Health License details	5 Years
7	Vaccine stock registers	Registers		Inventory of the stock of the vaccines in the Ward Vaccine Store	5 Years
8	AFP Register	Register / Box File		Record of all Acute Flaccid Paralysis cases in the ward.	5 Years
9	AEFI Register	Register / Box File		Record of all cases of Adverse Events Following Immunization in the ward.	5 Years
10	DF & ILR Temperature chart monitoring log book	Log Book		Temperature records of the Cold Chain equipment in the Ward Vaccine Store.	5 Years
11	Routine Monthly Report of Immunization	Box File		Monthly Reports having number of beneficiaries of Routine Immunization in a particular month.	5 Years
12	Routine Monthly Report of VPD	Box File		Monthly Reports having number of cases of Vaccine Preventable Diseases in a particular month.	5 Years

13	Report of Pulse Polio Immunization	Box File		Reports of number of beneficiaries immunized during Pulse Polio Immunization Rounds.	5 Years
14	Routine Monthly Account Report of Immunization & Pulse Polio	Box File		Account of expenses incurred for Routine Immunization & Pulse Polio Immunization	5 Years
15	Malaria & Dengue report	Soft Copy		Cases of Malaria & Dengue during a particular month	3 Years
16	Water Sample Report	Soft Copy		Record of Fit & Unfit water samples during a particular month along with samples positive for E. Coli.	3 Years
17	Log sheets	Document		Details of Applications/ complaints/ other documents received by department	1 Year
18	Outward Register (Internal departments)	Document		Details of Applications/ complaints/ other documents forwarded to Internal departments of R/Central ward.	1 Year
19	Outward Register (External correspondence)	Document		Details of Applications/ complaints/ other documents forwarded to external departments of MCGM/ Other Govt. authorities and correspondence with applicants/ complainants /citizens etc.	1 Year
20	RTI application & their reply (Except appeal cases)	Document		Details of application received under RTI Act & reply given to the same.	01 year
21	First & second appeal made under RTI Act	Document		Details of First & second appeal made by applicant under RTI Act by the applicant against reply of Public Information Officer and/or order passed by First Appellate Authority	01 year

**Section 4 (1) (b) (vii)**

**MANUAL NO 7**

Particulars of any arrangement that exists for consultation with the members of public in relation to the formulation of policy and implementation in the office of **Medical Officer of Health (R/C Ward)**

<b>Sr. No.</b>	<b>Consultation for</b>	<b>Details of Mechanism</b>	<b>Under which legislation / rules / orders / GRs</b>	<b>Periodicity</b>
	NIL	NIL	NIL	NIL

**Section 4 (1) (b) (viii)**

**MANUAL NO 8**

Statement of Boards, Councils, Committees or Other bodies

<b>Sr. No.</b>	<b>Name of the committee board / council / other bodies</b>	<b>Composition of committee Board council other bodies</b>	<b>Purpose of the committee Board/ Council/ other bodies</b>	<b>Frequency of meetings</b>	<b>Whether meeting open to public or not</b>	<b>Whether Minutes are available to public or not</b>	<b>Minutes available at.</b>
	NIL	NIL	NIL	N.A.	N.A.	N.A.	N.A.

**Section 4 (1) (b) (ix)**

**MANUAL NO 9**

Sr. No.	Designation	Officer's & Employee's Name	Category	Date of Appointment in MCGM	Date of Appointment in R/C Ward	Contact No. 24134560
1	Medical Officer Health	Dr. Ruia Sharad M.	B	20.04.1999	10.09.2011	
2	Assistant Medical Officer	Dr. Naik Sneha	B	30.05.2011	30.05.2011	
3	Assistant Medical Officer (EPI)	Dr. Yadav Sheshnath C	B	04.09.2013	01.10.2013	
4	Sr. Sanitary Inspector	Shri. Attarde Shantaram Nimba	B	19.12.1979	01.10.2012	
5	Sanitary Inspector	Shri. Chavan Raviraj Hiranman	B	28.11.1991	14.09.2009	
6	Sanitary Inspector	Shri. Bendale Janardan N.	C	01.03.1982		
7	Sanitary Inspector	Shri. D'souza Manual D.	C	08.02.1985	24.10.2012	
8	Sanitary Inspector	Shri. Bovalekar Vijay Shivaji	C	08.02.1985	17.11.2006	
9	Sanitary Inspector	Shri. Jadhav Shailesh	C	20.04.1992		
10	Sanitary Inspector	Shri. Bhanwar Anil	C	17.05.1979		
11	Head Clerk	Vacant				
12	Clerk	Smt. Thoke Jyoti Prashant	C	11.02.2009	11.02.2009	
13	Clerk	Smt. Thoke Archana Yuvraj	C	11.02.2009	11.02.2009	
14	Clerk	Smt. Bhoir Pragati Vijay	C	27.07.2006	27.07.2006	
15	Clerk	Shri. Bhoir Balu Ramchandra	C	15.02.2007	15.02.2007	
16	Clerk	Smt. Chile Swapnali Suryakant	C	10.01.2007	10.01.2007	
17	Clerk	Smt. Bhadsavale Arati Ameya	C	17.11.2006	17.11.2006	
18	Clerk	Shri. Kedare Bhagwan Pandurang	C	22.09.1993	05.12.2008	
19	Clerk (EPI)	Shri. Shelar Prakash	C	02.04.1989	13.08.2012	
20	B.R.K.	Shri. Sawant Ashok Ganpat	C	08.06.1985	14.02.2013	
21	B.R.K.	Shri. Ajit Vishram Koyande	C		14.07.2012	
22	B.R.K.	Shri. Nalavade Liladhar S.	C	01.07.1991	01.07.1991	
23	D.R.K.	Vacant	C			
24	D.R.K.	Vacant	C			

Sr. No.	Designation	Officer's & Employee's Name	Category	Date of Appointment in MCGM	Date of Appointment in R/C Ward	Contact No. 24134560
25	D.R.K.	Vacant				
26	D.R.K.	Shri. Kamble Anant Laxman	C	09.05.1979	27.07.2011	
27	D.R.K.	Shri. Raut Pradip B.	C	10.07.1991	13.03.2009	
28	Notice Clerk	Shri. Yadav Sanjivan Govind	C	15.05.1990		
29	Gardener	Shri. Mahadik Shyam Dhondu	D	31.11.1988		
30	Gardener	Shri. Bhadarka Jasubhai S.	D	01.01.1989		
31	Peon	Shri. Vichare Shrinivas Baliram	D	15.10.1980		
32	Peon	Shri. Kanakappa Savarappa	D	29.06.1995		
33	Dis-Inspection Sub-Inspector	Shri. Shrivias Rajesh Phulchand	C	01.04.1993		
34	Electrician-First	Vacant	D			
35	Electrician	Vacant	D			
36	Boiler Attendant	Shri. Dethe Pratap Baburao	D	01.12.1990	30.03.2013	
37	Boiler Attendant	Shri. Nagothkar Nitin Hiranman	D	03.05.1994		
38	Report Bearer	Shri. Amberkar Suryakant J.	D	01.05.1982	31.10.2009	
39	Cemetery Attendant	Vacant	D			
40	Cemetery Attendant	Shri. Chate Gorakh Ramkisan	D		16.12.2012	
41	Cemetery Attendant	Shri. Giri Dilip Ganpat	D	09.03.1977		
42	Cemetery Attendant	Smt. Kunchikorve Durga Sayyappa	D	26.09.1995		
43	Cemetery Attendant	Shri. Tharli Suresh Dhondu	D	06.06.2007	06.07.2007	
44	Cemetery Attendant	Shri. Kharmate Raosaheb V.	D	04.03.1977	04.03.2007	
45	Cemetery Attendant	Shri. Madav Shashikant Gunvant	D	15.08.1988		
46	Cemetery Attendant	Shri. Pantoji Abdul Razak A.	D	01.07.1989	01.07.1989	
47	Cemetery Attendant	Shri. Avhad Kailas K.	D			
48	Cemetery Attendant	Shri. Gohil Naran Savaji	D	27.12.2007	27.12.2007	
49	Cemetery Attendant	Shri. Kamble Santosh Shankar	D	28.12.2007	28.12.2007	
50	Cemetery Attendant	Shri. Rajguru Prakash R.	D	01.11.1995		
51	Cemetery Attendant	Shri. Padekar Sunil Balu	D	23.10.1995		



Sr. No.	Designation	Officer's & Employee's Name	Category	Date of Appointment in MCGM	Date of Appointment in R/C Ward	Contact No. 24134560
52	Cemetary Attendant	Shri. Hindlekar Gautam Gopal	D	01.06.1982		
53	Cemetary Attendant	Shri. Khude Ganesh Bajirao	D	11.11.1993	16.02.2002	
54	Labour	Shri. Jadhav Ramesh Ravji	D	01.03.1987		
55	Labour	Shri. Vishwanath Gawade	D	29.03.1993	01.01.1997	
56	Labour	Shri. Dattatraya Shinde	D	18.11.1997	23.04.2012	
57	Gardener cum Sweeper	Shri. Makwana Lavji Govind	D	15.07.2009	15.07.2009	

**PAYSHEET NO. 2784**

Sr. No.	Designation	Officer's & Employee's Name	Category	Date of Appointment in MCGM	Date of Appointment in R/C Ward	Contact No.
58	Medical Officer	Dr. Jadhav Veena Sunil	B	01.07.1999	01.07.1999	
59	Medical Officer	Dr. Nakhawa Rajashri Devdas	B	14.11.1994		
60	Medical Officer	Dr. Kadam Sanjay Laxman	B	26.09.1990		
61	Medical Officer	Dr. Tupe Supriya Sachin	B	12.06.1991		
62	Medical Officer	Dr. Mitra Ranjana Bhupendra	B	29.09.1991		
63	Medical Officer	Dr. Karekar Jayant Rajaram	B	24.09.1991	24.09.1991	
64	Medical Officer	Dr. Adate Suvarna Tanaji	B	14.11.1994	29.09.2008	
65	Medical Officer	Dr. Pole Shrinivas Vishnu	B	23.05.1987		
66	Medical Officer	Dr. Kamat Asavari Anand	B	21.04.1999		
67	Medical Officer	Dr. Pakale Sunil Anant	B	19.01.1994		
68	Medical Officer	Dr. Pathade Paradip Kaluram	B	24.05.1997	24.05.1997	
69	Pharmacist	Smt. Rathod Pratibha Pravin	C	27.03.2006	15.11.2011	
70	Pharmacist	Smt. Sali Gajanan Eknath	C	23.02.2012	23.02.2012	
71	Pharmacist	Shri. Agnihotri Narendra Vasudev	C	19.05.1978		
72	Pharmacist	Shri. Thakare Dinesh Jagannath	C	18.09.2008		
73	Pharmacist	Shri. Sonar Dilipkumar B.	C	22.01.1981		
74	Pharmacist	Shri. Chaudhary Dinesh R.	C	25.03.1981	25.03.1981	
75	Pharmacist	Smt. Raikar Vinita Dilip	C	14.11.1980		

Sr. No.	Designation	Officer's & Employee's Name	Category	Date of Appointment in MCGM	Date of Appointment in R/C Ward	Contact No.
76	Pharmacist	Shri. Komal Badrinath Veej	C	20.04.1982		
77	Pharmacist	Smt. Udmale Rupali Shankar	C	13.05.2013		
78	Pharmacist	Shri. Mangale Vishnu B.	C	25.01.2011	25.11.2011	
79	Lab Technician	Shri. Javale Rajan Kamlakar	C	24.12.2008	24.12.2008	
80	Sr. Pharmacist	Vacant	C			
81	Record Attendant	Smt. Darade Pratibha Sonu	C	16.07.2008	16.07.2008	
82	Dresser	Shri. Shelar Pritam Atmaram	D	22.04.1995		
83	Dresser	Shri. Kamble Baban Sitaram	D	20.04.1973		
84	Dresser	Shri. Kamble Bhimrao Bandu	D		03.09.2010	
85	Dresser	Shri. Shinde Umakant Daji	D	19.02.1990		
86	Dresser	Shri. Vange Anil Govind	D	17.09.1984		
87	Dresser	Shri. Dhotre Murlidhar Shankar	D	01.04.1986		
88	Dresser	Shri. Thorat Gulab Mahadev	D	23.06.1986		
89	Dresser	Shri. Londhe Sadashiv Sayappa	D	06.06.1985		
90	Sweeper	Shri. Avasarmal Suman Prabhaker	D	01.09.1995		
91	Sweeper	Smt. Bodi Sushila Jems	D	01.09.1995		
92	Labour	Shri. Madne Dilip Ayappa	D	03.11.2012	03.11.2012	
93	Labour	Shri. Bhoir Bharat Bhagwan	D	02.11.1979	02.11.2011	
94	Labour	Shri. Kadam Mohan Sakharam	D	01.08.1984	01.08.1984	
95	Labour	Shri. Dabholkar Ramchandra V.	D	11.11.1989	11.11.1989	
96	Labour	Shri. Patekar Harishchandra S.	D	12.11.1990	15.11.2011	
97	Labour	Shri. Khanvilkar Santosh Balu	D	15.11.2011	15.11.2011	
98	Labour	Shri. Munde Dnyaneshwar	D	01.12.2011	01.12.2011	
99	Labour	Shri. Petekar Rajesh Maruti	D	10.01.2008	10.01.2008	
100	Labour	Shri. Manjerekar Rohidas Dattatra	D	13.08.2008	13.08.2008	
101	Labour	Shri. Patil Narayan Balu	D	06.09.2008	06.09.2008	

**Section 4 (1) (b) (x)**

**MANUAL NO 10**

Designation	Officer's & Employee's Name	Basic + GRP	Dearness Allowance	Special Pay	Transport Allowance	House Rent Allowance	Gross Pay
Medical Officer Health	Dr. Ruia Sharad M.*	26530+6000	32530	8133	1600	9759	84752
Assistant Medical Officer	Dr. Naik Sneha	16090+4800	25382	5223	1200	6267	61251
Assistant Medical Officer (EPI)	Dr. Yadav Sheshnath C	13350+4800	22053	5223	1200	5445	53864
Sr. Sanitary Inspector	Shri. Attarde Shantaram Nimba	14470+2800	13816	0	600	5181	37530
Sanitary Inspector	Shri. Chavan Raviraj Hiramam	15870+1900	14216	339	600	5331	38919
Sanitary Inspector	Shri. Bendale Janardan N.	16640+2100	14992	0	600	5622	40617
Sanitary Inspector	Shri. D'souza Manual D.	11120+1900	10416	0	600	3906	29485
Sanitary Inspector	Shri. Bovalekar Vijay Shivaji	15870+1900	14216	339	600	5331	38919
Sanitary Inspector	Shri. Jadhav Shailesh	12300+1900	11360	0	1080	4260	32547
Sanitary Inspector	Shri. Bhanwar Anil	11500+1700	10560	0	1080	3960	32072
Head Clerk	Vacant						
Clerk	Smt. Thoke Jyoti Prashant	7190+2000	7352	0	600	2757	20099
Clerk	Smt. Thoke Archana Yuvraj	7190+2000	7352	0	600	2757	20099
Clerk	Smt. Bhoir Pragati Vijay	9020+2000	8816	0	600	3306	25440
Clerk	Shri. Bhoir Balu Ramchandra	9020+2000	8816	0	600	3306	25442
Clerk	Smt. Chile Swapnali Suryakant	9350+2000	9080	0	600	3405	26135
Clerk	Smt. Bhadsavale Arati Ameya	9350+2000	9080	0	600	3405	26135
Clerk	Shri. Kedare Bhagwan Pandurang	12660+2100	11808	0	600	4428	32259
Clerk (EPI)	Shri. Shelar Prakash	11470+2000	10992	0	600	4122	29654
B.R.K.	Shri. Sawant Ashok Ganpat	10940+1900	10272	0	600	0	24027
B.R.K.	Shri. Koyande Ajit Vishram	9560+1600	8928	0	600	3348	24351
B.R.K.	Shri. Nalavade Liladhar S.	10300+1900	9760	0	600	3660	26535

Designation	Officer's & Employee's Name	Basic + GRP	Dearness Allowance	Special Pay	Transport Allowance	House Rent Allowance	Gross Pay
D.R.K.	Vacant	9520+1900	9136	2791	1080	3426	28053
D.R.K.	Vacant						
D.R.K.	Vacant						
D.R.K.	Shri. Kamble Anant Laxman	9900+1600	9200	916	1080	3450	26461
D.R.K.	Shri. Raut Pradip B.	9730+1600	9064	0	1080	3399	25188
Notice Clerk	Shri. Yadav Sanjivan Govind	10790+1850	10112	0	600	3792	27459
Gardener	Shri. Mahadik Shyam Dhondu	10330+1800	9704	948	1080	317	24494
Gardener	Shri. Bhadarka Jasubhai S.	11610+1850	10768	0	600	341	25484
Peon	Shri. Vichare Shrinivas Baliram						
Peon	Shri. Kanakappa Savarappa						
Dis-Inspection Sub-Inspector	Shri. Shrivias Rajesh Phulchand	9950+1950	9520	804	1080	3570	27189
Electrician-First	Vacant						
Electrician	Vacant						
Boiler Attendant	Shri. Dethe Pratap Baburao	11620+1950	10856	0	600	4071	29412
Boiler Attendant	Shri. Nagothkar Nitin Hiranman	9280+1650	8744	75	1080	317	22409
Report Bearer	Shri. Amberkar Suryakant J.	9310+1950	10856	0	600	4071	29412
Cemetery Attendant	Vacant						
Cemetery Attendant	Shri. Chate Gorakh Ramkisan	5200+1800	5600	0	600	2100	15500
Cemetery Attendant	Shri. Giri Dilip Ganpat	9700+1300	8800	0	600	313	21028
Cemetery Attendant	Smt. Kunchikorve Durga Sayyappa	9510+1800	9048	0	600	3393	25402
Cemetery Attendant	Shri. Tharli Suresh Dhondu	5590+1300	5512	0	600	2067	15384
Cemetery Attendant	Shri. Kharmate Raosaheb V.	5200+1800	5600	0	600	2100	15500
Cemetery Attendant	Shri. Madav Shashikant Gunvant	9960+1300	9008	892	1080	3378	25933
Cemetery Attendant	Shri. Pantoji Abdul Razak A.	10340+1800	9712	0	600	0	22767
Cemetery Attendant	Shri. Avhad Kailas K.	5200+1800	5600	0	600	2100	15500

Designation	Officer's & Employee's Name	Basic + GRP	Dearness Allowance	Special Pay	Transport Allowance	House Rent Allowance	Gross Pay
Cemetary Attendant	Shri. Kamble Santosh Shankar	8580+1800	8304	0	600	0	19484
Cemetary Attendant	Shri. Gohil Naran Savaji	8900+1800	8560	0	600	3210	23270
Cemetary Attendant	Shri. Rajguru Prakash R.	9510+1800	9048	0	600	3390	24666
D. Labour	Shri. Padekar Sunil Balu	10180+1800	9584	0	600	3594	26073
D. Labour	Shri. Hindlekar Gautam Gopal	10550+1300	9480	0	0	0	21645
D. Labour	Shri. Khude Ganesh Bajirao	9940+1800	9392	0	600	0	22047
Labour	Shri. Jadhav Ramesh Ravji	10630+1800	9944	0	600	0	23289
Labour	Shri. Vishwanath Gawade						
Labour	Shri. Dattatraya Shinde						
Gardener cum Sweeper	Shri. Makwana Lavji Govind	6360+1300	6128	0	600	2298	17001

Designation	Officer's & Employee's Name	Basic + GRP	Dearness Allowance	Special Pay	Transport Allowance	House Rent Allowance	Gross Pay
Medical Officer	Dr. Jadhav Veena Sunil	25040+6000	31040	7760	1600	9312	80952
Medical Officer	Dr. Nakhawa Rajashri Devdas	36440+6300	42740	10685	1600	12822	112767
Medical Officer	Dr. Kadam Sanjay Laxman	32860+6000	38860	9715	1600	11658	100893
Medical Officer	Dr. Tupe Supriya Sachin	29050+6000	35050	8763	1600	10515	91178
Medical Officer	Dr. Mitra Ranjana Bhupendra	27800+6000	33800	8450	1600	10140	87990
Medical Officer	Dr. Karekar Jayant Rajaram	31710+6000	37710	9428	1600	11313	98921
Medical Officer	Dr. Adate Suvarna Tanaji	26810+6000	32810	8203	1600	9843	85466
Medical Officer	Dr. Pole Shrinivas Vishnu	33620+6000	39620	9905	1600	11886	102831
Medical Officer	Dr. Kamat Asavari Anand	28270+6000	34270	8568	1600	10281	90149
Medical Officer	Dr. Pakale Sunil Anant	30240+6000	36240	9060	1600	10872	94212
Medical Officer	Dr. Pathade Paradip Kaluram	28230+6000	34230	8558	1600	10269	89087
Pharmacist	Smt. Rathod Pratibha Pravin	11120+2800	11136	0	600	4176	30032
Pharmacist	Smt. Sali Gajanan Eknath	8500+2800	9040	0	600	3390	24530

Designation	Officer's & Employee's Name	Basic + GRP	Dearness Allowance	Special Pay	Transport Allowance	House Rent Allowance	Gross Pay
Pharmacist	Shri. Agnihotri Narendra Vasudev	19660+4200	19088	0	600	7158	50906
Pharmacist	Shri. Thakare Dinesh Jagannath	8500+2800	9040	0	600	3390	24530
Pharmacist	Shri. Sonar Dilipkumar B.	19260+4200	18768	450	600	7038	50516
Pharmacist	Shri. Chaudhary Dinesh R.	18850+4200	18440	0	600	6915	49205
Pharmacist	Smt. Raikar Vinita Dilip	19260+4200	18768	0	600	7038	50066
Pharmacist	Shri. Komal Badrinath Veej	18850+4200	18440	0	600	6915	49205
Pharmacist	Smt. Udmale Rupali Shankar	8560+2800	9060	0	600	3400	24630
Pharmacist	Shri. Mangale Vishnu B.	9190+2800	9592	0	600	3597	25979
Lab Technician	Shri. Javale Rajan Kamlakar	11010+4200	12168	0	600	4563	32741
Sr. Pharmacist	Vacant						
Record Attendant	Smt. Darade Pratibha Sonu	6860+1950	7048	0	600	2643	19566
Dresser	Shri. Shelar Pritam Atmaram	9290+1900	8952	0	600	3357	24414
Dresser	Shri. Kamble Baban Sitaram	11600+1900	10800	265	600	0	29530
Dresser	Shri. Kamble Bhimrao Bandu	10200+1600	9440	265	600	3540	25960
Dresser	Shri. Shinde Umakant Daji	10710+1900	10088	265	600	3783	27661
Dresser	Shri. Vange Anil Govind	11050+1900	10360	265	600	3885	28375
Dresser	Shri. Dhotre Murlidhar Shankar	11330+1900	10584	265	600	3969	28963
Dresser	Shri. Thorat Gulab Mahadev	11140+1900	10432	265	600	3912	28564
Dresser	Shri. Londhe Sadashiv Sayappa	11330+1900	10584	265	600	3969	28963
Sweeper	Shri. Avasarmal Suman Prabhaker	9830+1800	9304	0	600	3489	25338
Sweeper	Smt. Bodi Sushila Jems	8870+1300	8136	0	1080	3051	22752
Labour	Shri. Madne Dilip Ayappa	5200+1800	5600	0	600	2100	15500
Labour	Shri. Bhoir Bharat Bhagwan	5410+1800	5768	0	600	5768	15941
Labour	Shri. Kadam Mohan Sakharam	10580+1800	9904	0	600	3714	26913
Labour	Shri. Dabholkar Ramchandra V.	10340+1800	9712	0	600	3642	26409

Designation	Officer's & Employee's Name	Basic + GRP	Dearness Allowance	Special Pay	Transport Allowance	House Rent Allowance	Gross Pay
Labour	Shri. Patekar Harishchandra S.	10340+1800	9712	0	600	3642	26409
Labour	Shri. Khanvilkar Santosh Balu	5410+1800	5768	0	600	2367	17964
Labour	Shri. Munde Dnyaneshwar	5410+1800	5768	0	600	2163	15941
Labour	Shri. Petekar Rajesh Maruti	6830+1300	6504	0	1080	2439	18353
Labour	Shri. Manjerekar Rohidas Dattatra	6590+1300	6312	0	1080	2367	17964
Labour	Shri. Patil Narayan Balu	6330+1800	6504	0	600	2439	17988

\* MOH gets monthly imbursement of telephonic bill of Rs 600/-

**Section 4 (1) (b) (xi)**

**MANUAL NO 11**

Details of allocation of budget and disbursement made in the office of **Medical Officer of Health (R/C.**

**Form B for previous year (2012-13)**

<b>Sr. No</b>	<b>Budget Head description</b>	<b>Grants received</b>	<b>Grant utilized</b>	<b>Grant Surrendered</b>	<b>Result</b>
1	33402010100 (Health)	642500	Utilized-598062	44438	
2	33101000000 (Health)	289000	Utilized-98887	190113	
3	33601000000 (BABHAI Cemetery)	175250	Utilized-158985	16265	
4	33601000000 (Gorai Cemetery)	130250	Utilized-50000	80250	
5	33602000000 (Daulat Nagar Cemetery)	1717254	Utilized-1343246	374008	

Details of allocation of budget and disbursement made in the office of **Medical Officer of Health (R/C Ward)** for the year 2013-14.

<b>Sr. No</b>	<b>Budget Head description</b>	<b>Grants received</b>	<b>Planned use ( give details area wise or work wise in a separate form)</b>	<b>Remarks</b>
1	33402010100 (Health)	720000	Utilized - 542786	177214
2	33101000000 (Health)	242000	Utilized- 97970	144030
3	33601000000 (BABHAI Cemetery)	175250	Utilized-75000	100250
4	33601000000 (Gorai Cemetery)	130000	Utilized-69916	60084
5	33602000000 (Daulat Nagar Cemetery)	1717000	Utilized - 1398869	318131



**Form B for previous year (2014-15)**

<b>Sr. No</b>	<b>Budget Head description</b>	<b>Grants received</b>	<b>Grant utilized</b>	<b>Grant Surrendered</b>	<b>Result</b>
1	33402010100 (Health)	1100000	Utilized till date- 158618	871382	
2	33101000000 (Health)	272000	Utilized till date- 119000	133510	
3	33601000000 (Babhai Cemetery)	233000	Utilized till date- 54149	148851	
4	33601000000 (Gorai Cemetery)	2171000	Utilized till date- 817419	1151581	
5	33602000000 (Daulat Nagar Cemetery)	433000	Utilized till date- NIL	433000	

**Section 4 (1) (b) (xii)**

**MANUAL NO 12**

**Manner of execution of subsidy program in the office of Medical Officer of Health (R/C Ward)**

----- NIL-----

**Section 4 (1) (b) (xiii)**

**MANUAL NO 13**

**Particulars of recipients of concessions, permits or authorizations granted in the office of Medical Officer of Health (R/C Ward)**

----- NIL-----

Section 4 (1) (b) (xiv)

MANUAL NO 14

Required information available at <http://portal.mcgm.gov.in>

In Electronic Format

Sr. No.	Type of Documents File/ Register	Sub Topic	In which Electronic Format it is kept	Person In Charge
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Section 4 (1) (b) (xv)

MANUAL NO 15

Particulars of facilities available for citizen for obtaining information in the office of

Medical Officer of Health (R/C Ward)

Sr. No.	Type of Facility	Timings	Procedure	Location	Person In Charge
1	Inspection of Record	10.30 am to 05.30 pm on all working days (except 2 <sup>ND</sup> & 4 <sup>TH</sup> Saturday & holidays)	For inspection of entries from Birth/Death registers searching fees of Rs. 2/- charged.	Office of Medical Officer of Health Department, 3 <sup>rd</sup> floor, R/Central Ward BMC office, BORIVALI WSET Mumbai-92.	Medical Officer of Health, R/Central ward.

**Section 4 (1) (b) (xvi)****Manual 16**

Details of public information officers / APIO's / appellate authority in the jurisdiction of (Public authority) in the office of Designated officer & Medical Officer of Health (R/C Ward)

## Public Information Officers

<b>Sr. No.</b>	<b>Name of PIO</b>	<b>Designation</b>	<b>Jurisdiction as PIO under RTI</b>	<b>Address / Ph. No.</b>	<b>E mail id for purpose of RTI</b>	<b>Appellate authority</b>
1	Dr. A.S. Inamdar	MOH R/C	Information related to the action taken against unauthorized eating houses/  Birth & Death Record verification	Office of Medical Officer of Health Department, 3 <sup>rd</sup> floor, R/Central Ward BMC office, BORIVALI WSET Mumbai-92.	mohrc.phd@m cgm.gov.in	Shri. Gandhi  (A.C. R/C Ward)

Sr. No.	Name of APIO	Name of APIO	Designation	Jurisdiction as APIO under RTI	Address / Ph no.
1	MR.PAWAR		SR.SANITARY INSPECTOR	Information related to the action taken against unauthorized eating houses/	9819595163
2	MR.SANKHE		SANITARY INSPECTOR	AS ABOVE	9967910977
3	MR.SHAIKH		SANITARY INSPECTOR	AS ABOVE	9869586205
4	MR.DINKAR MAVLI		C.D.O.	CENSUS,BOGUS DOCTOR,COMM.WORK,FWMCH	8652019956
5	MR.TALWAR		SR.M.O.	DISPENSARY	9833443040
6	MR.BIPIN DUBEY		A.M.O.	Birth & Death Record verification,E.P.I., M.I.S	9969179498
7	MS.JYOTI DHARADE		A.M.O.	Birth & Death Record verification,Surveillance	9321569419
8	MR.GOSAVI		D.S.I.	WATER SAMPLE	9969032946
9	MR.KUCHEKAR		D.R.K.	CEMETRY,	9323088505
10	MR.PATIL		D.R.K.	CEMETRY	9967527819
11	MS.VANDANA CHAVAN		MARRIAGE CLERK	MARRIAGE REGISTRATION	9892988996
12	MR.ANIL CHAVAN		D.R.K.	CEMETRY	9819052984
13	MR.DUNGARE		D.R.K.	CEMETRY	9892121749
14	MR.ACHAREKAR		D.R.K.	CEMETRY	9869229201
15	MR.RAWAT		D.R.K.	CEMETRY	9421628541
16	ALL A.M.O.'S		HEALTH POST	HEALTH POST WORK	

## Section 4 (1) (b) (xvi)

### Manual 16

Details of public information officers / APIO's / appellate authority in the jurisdiction of (Public authority) in the office of Designated officer & Medical Officer of Health (R/C Ward)

### Appellate Authority

Sr. No.	Name of Appellate Authority	Designation	Jurisdiction as Appellate authority	PIO Reporting	E mail id for purpose of RTI
1	Shri. Gandhi	A.C. R/C Ward		Dr. . A.S. Inamdar	mohrc.phd@mcg.gov.in

## Section 4 (1) (b) (xvii)

### MANUAL NO 17

#### Special Activities undertaken by the Medical Officer of Health (R/C Ward)

The Medical Officer of Health (R/C Ward) conducts certain special activities for the citizens of R/C ward as well as the Municipal Employees working in the R/C Municipal Office. Following are the details of the same:

- **Screening for Non- Communicable Diseases:**  
The Medical Officer of Health (R/C Ward) organizes screening programs for Municipal Employees for diseases like Diabetes Mellitus & Hypertension. If diagnosed with the same, appropriate treatment/ referral services are provided.
- **Implementation of National Health Programs:**  
The various National Health Programs like the National Malaria Control Program, Revised National Tuberculosis Control Program, Universal Immunization Program, Pulse Polio Immunization Program, Reproductive & Child Health Program etc.
- **Mumbai Aarogya Abhiyaan Camps:**  
The Medical Officer of Health conducts Mumbai Aarogya Abhiyaan Camps for the citizens during which curative, diagnostic, referral and IEC services are provided. These camps are conducted on a regular basis with the help of the local councilors. The main purpose is control of communicable diseases.
- **IEC Activities:**  
Various IEC activities are conducted whereby Role-Plays, Health Talks, Rallies, Poster-Pasting activities are done for increasing the awareness of the citizens regarding diseases like

Malaria, Dengue, Leptospirosis and also non- communicable diseases like Diabetes & Hypertension.

- **Crusade Activities:**  
Crusades Activities for various diseases are conducted within the community jointly along with PCO, AE (Maintenance), AE (Bldg. & Factories), SWM under the guidance of the Asst. Municipal Commissioner (R/C).
- **Training Activities:**  
Training of UG & PG Medical/ Nursing students are also conducted by the Medical Officer of Health (R/C Ward).
- **Maternal & Child Health:**  
ANC & PNC facilities are provided by the Health Post staff to the citizens.
- **Census:**  
MOH conducts census of the area with the help of C.D.O & health post staff.

### APPEAL TO CITIZENS

- **While applying for birth/ death certificate ensure that all the details regarding the event are completely filled in the form.**
- **For correction in birth/ death certificate, submit at least 2 properly attested documents (which have been issued before the date of event) along with the application form.**
- **For marriage certificate application, submit all the documents as per the notice board displayed, outside the MOH-R/C office.**
- **For Health License application under Sec 394/412, submit all the documents as per the MMC Act, 1888.**
- **Do not discriminate between girl and boy child. It is a criminal offence to ask for sex determination of foetus (unborn child) during Sonography or any other antenatal diagnostic/fertility treatment procedure.**
- **While applying for an application under the Right to Information Act. 2005, please give complete discrete & separate specification regarding the nature of the information sought. Also, please request only regarding one subject matter at a time.**
- **Cover your mouth and nose with a handkerchief or tissue while coughing or sneezing.**
- **Wash your hands every time after coughing or sneezing, thoroughly with soap and water, before and after touching your nose, eyes and mouth.**

- **Stay at home if infected with flu like illness.**
- **In case of fever, kindly visit your nearest BMC Hospital / Dispensary / Health post and consult a Doctor.**
- **Do not self medicate or neglect any fever which is prolonged. Avoid use of tablet aspirin or pain killers without medical advice.**
- **For protection against malaria & dengue change water once a week and observe dry day.**
- **Keep water storage tanks in mosquito proof condition.**
- **Use mosquito net & apply repellent on open parts of the body.**
- **Do not allow water to stagnate near your dwelling-house.**
- **Storing water in masonry tank should be avoided.**
- **Do not keep tyres & odd articles on roof tops, terraces or in compound.**
- **Good personal hygiene (e.g. hand washing), clean surroundings, avoid road side eateries. Safe water consumption.**
- **Anti-rodent measures e.g. proper disposal of garbage.**
- **Avoid walking bare-foot in water- logged places.**
- **In case of cough more than 2 weeks, get sputum tested.**
- **Temporary relief is not complete cure. Incomplete treatment leads to complications, resistance, harmful side effects & expensive treatments.**
- **Exclusive breast feeding up to 6 months of age.**
- **Sleep well, stay physically active and effectively manage stress.**
- **Drink plenty of water and eat nutritious food.**
- **Benefits of walking and moderate exercise are reducing diabetes and other diseases like heart ailments and stroke.**