

# BRUHAT BANGALORE MAHANAGARA PALIKE

No:MOH(RN)/PR/169/ 09-10  
Health

Medical Officer of

Rajajinagar Range

Bruhath Bangalore Mahanagara Palike

Bangalore Date : 23-12-2009

## As Per Right to Information Act 4(1)'B'

1. Rules and Responsibilities of the Office of Medical Officer of Health Rajajinagar Range, as per Right to Information Act-2005

a) Name of the Office: Center of Right to Information Act

Medical Officer of Health

Rajajinagar Range

Bruhath Bangalore Mahanagara Palike commercial Complex

2<sup>nd</sup> Block Rajajinagar

b) Structure

1) Medical Officer of Health (Rajajinagar )

2) Senior Health Inspector (99, 110, 101 107) (15, 19, 18, 20)

3) Senior Veterinary Inspector.

4) First Division Assistant

5) Second Division Assistant

6) Sub Registrar

7) Class-4

\* **Rules and Responsibilities** : Coming the Bruhat Bangalore Mahanagara Palike Medical Officer of Health Under the Jurisdiction of Rajajinagar Range, is Supposed to Collect the Information Requested by the Public and Provide the Same also Supposed to Constatate Concern application bring to the notice of the higher authority.

\* **Dr. Jagadish chandra** : He has been working as the MOH of Rajajinagar Range. He is answerable to the applications from the Center of Right to Information act and also to the higher authorities He is also Supposed to do range Inspection as well issue trade license of ward New No#(99, 100, 101, 107) Old No#(15, 19, 18, 20) Related to Rajajinagar range Supposed to Create awairness and Preventive Measures to Control epidemic diseases and notifying them to the higher authorities.

\* **FDA:** Miss Jaya B. Harti , is Supposed to Maintain the receipts, Cash Book, Kirdi Book entries, Processing application related to RTI and also do salary bills, of the office staff Also Performing Audit Report, Maintenance of administrative charges, To- from Register, DCB.(15, 18,19,20) Collection of Trade Licence Taxes ,Dog License, Army flag Amount Maintance and also Maintain Service Register of the office staff.

- SDA : Gururaj Shankar Kurer , Works under the control of as an(Environmental Officer of Sri Ramamandira )Range( on O.O.D basis)
- Sub Register : S. Siddaramu does the Maintenance work of birth and death Certificates and registration of Birth and death
- Class 4 : D. Lakshamma and D. Purushothamma looks after the office Cleanliness. They do assist of office Staff and the case Workers and discharge other necessary duties required.
- Senior Veternity Inspector:- mahammad Ariffulla Works under animal husbandary (WestZone) on O.O.D. Basis.
- Senior Health Inspector :-

Four of the Senior Health Inspector of the respective Wards do take Care of the Sales and Preparation of food Products that might be harmful to Public of and also they do check the Trade License to be issued Satisfy the Corpration rules and also timely attend the Complaints from the Public . and yearly renwal of trade license.

From Office of the medical Officer of Health Staffs are allotted to attend answer RTI related applications.

## Details of Officer's and Staff of Information Center

SI No	Name of the Officer and Office Staff	Designation	Office Address	Telephone No	Remarks
01.	Dr. Jagadish Chandra	Medical Officer of Health	Centre of Right to Information Act Medical Officer of Health (Rajajinagar) Bruhath Bangalore Mahanagara Palike	22975662	
02.	Kadarappa	Senior Health Inspector	Centre of Right to Information Act Medical Officer of Health (Rajajinagar) Bruhath Bangalore Mahanagara Palike		
03.	M. L. Yarasi	Senior Health Inspector	Centre of Right to Information Act Medical Officer of Health (Rajajinagar) Bruhath Bangalore Mahanagara Palike		
04.	M.R. Basavaraj	Senior Health Inspector	Centre of Right to Information Act Medical Officer of Health (Rajajinagar) Bruhath Bangalore Mahanagara Palike		
05.	B.M. Prakash	Senior Health Inspector	Centre of Right to Information Act Medical Officer of Health (Rajajinagar) Bruhath Bangalore Mahanagara Palike		
06.	Jaya.B. Harti	First Division Assistant	Centre of Right to Information Act Medical Officer of Health (Rajajinagar) Bruhath Bangalore Mahanagara Palike		

07.	Guru Raj Shankar	S.D.A	Centre of Right to Information Act Medical Officer of Health (Rajajinagar) Bruhath Bangalore Mahanagara Palike		Works as an Enviromental Offices of Sri Ramamandira Range or the Basis of .O.O.D. Wars as an animal Hisbondary (West Zone) On the Basis of O.O.D.
08.	Mahammed Arifulla	S,V,I	Centre of Right to Information Act Medical Officer of Health (Rajajinagar) Bruhath Bangalore Mahanagara Palike		Works as an animal His bondary ( West Zone) on the basis of O.O.D
09.	D. Lakshmamma	class 4	Centre of Right to Information Act Medical Officer of Health (Rajajinagar) Bruhath Bangalore Mahanagara Palike		
10	D. Purushotham	class 4	Centre of Right to Information Act Medical Officer of Health (Rajajinagar) Bruhath Bangalore Mahanagara Palike		
11	S. Siddaramu	Sub-Register	Centre of Right to Information Act Medical Officer of Health (Rajajinagar) Bruhath Bangalore Mahanagara Palike		

## Officer and Office Staff Direction of Information Center

SI No	Name of the Officer and Office Staff	Designation	Telephone No	Remarks
00.	Dr. Jagadish Chandra	Medical Officer of Health	9980683675	
01.	Kadarappa	Senior Health Inspector	9900861731	
02.	M.L Yarasi	Senior Health Inspector	9480684219	
03.	M.R. Basavaraj	Senior Health Inspector		
04.	B.M. Prakash	Senior Health Inspector	9480683698	
05.	Jaya B. Harti	F.D.A		
06.	GuruRaj Shankar Kurer	S.D.A		Environmental Officer Sri Ramamandir (on the Basis of O.O.D)
07.	S. Siddaramu	Sub- Register		
08.	Mahammd Arifulla	Senior veternity Inspector		Works as an animal His bondary ( West Zone) on the basis of O.O.D
	D. Lakshamma	Class 4		
	D. Purushtham	Class 4		

## **Record Maintenance Details of Rajajinagar Range as per 4(1)A**

1. Moment Register
2. Office staff Acquidance Book
3. D.C.B Books
4. From and To Register
5. Licence Files
6. Kirdi Book
7. Cash Book
8. Stock Book
9. Receipt Books
10. Services Records
11. Personal Register
12. Attendance Book