

BRUHAT BANGALORE MAHANAGARA PALIKE

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

Medical Officer of Health

Ramamadira 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 Ramamadira Range, as per Right to Information Act-2005

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

Medical Officer of Health

Ramamadira Range

Bruhath Bangalore Mahanagara Palike commercial Complex

2nd Block Rajajinagar

b) Structure

1) Medical Officer of Health (Ramamadira)

2) Senior Health Inspector (97,98,108) (22,23,24)

3) Second Division Assistant

4) Sub Registrar

5) Class-4

* **Rules and Responsibilities** : Coming the Bruhat Bangalore Mahanagara Palike Medical Officer of Health Under the Jurisdiction of Ramamadira 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 Ramamadira 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#(97,98,108) Old No#(22,23,24) Related to Ramamadira range Supposed to Create awairness and Preventive Measures to Control epidemic diseases and notifying them to the higher authorities.

* SDA:T. Ningamma 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.(22,23,24) Collection of Trade Licence Taxes ,Dog License, Army flag Amount Maintance and also Maintain Service Register of the office staff.

- Sub Register : B. Ngamani does the Maintenance work of birth and death Certificates and registration of Office Birth and death(O.O.D In Joint director state Office)
- Class 4 : T.U. Bettasowmy and Mahadava looks after the office Cleanliness. They do assist of office Staff and the case Workers and discharge other necessary duties required.
- Senior Health Inspector :-

Three of the Senior Health Inspectors workig by the assistance of junior health inspectors and cantractors for daily cleaning work will be done, prevension and sale of un healthy food, like bakery sweets, hotels, footpath food and manufacture and sell of other industry.

Inspection of trade licence obtaind under the rules and regulations of municipal and clearance of complaints ageinest the trade form the public

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 (Ramamadira) Bruhath Bangalore Mahanagara Palike	22975662	
02.	Ningamma	S.D.A	Centre of Right to Information Act Medical Officer of Health (Ramamadira) Bruhath Bangalore Mahanagara Palike		
03.	Divakara	Senior Health Inspector	Centre of Right to Information Act Medical Officer of Health (Ramamadira) Bruhath Bangalore Mahanagara Palike		
04.	S.P. Kalachar	Senior Health Inspector	Centre of Right to Information Act Medical Officer of Health (Ramamadira) Bruhath Bangalore Mahanagara Palike		
05.	S.C. Malikoppa	Senior Health Inspector	Centre of Right to Information Act Medical Officer of Health (Ramamadira)Bruhath Bangalore Mahanagara Palike		
06.	B. Nagamani	Sub-Register	Centre of Right to		O.O.D.In Joint

			Information Act Medical Officer of Health (Ramamadira Bruhath Bangalore Mahanagara Palike		director state Office
07.	Hema chandra	Sub-Register	Centre of Right to Information Act Medical Officer of Health (Ramamadira Bruhath Bangalore Mahanagara Palike		
08	T.U. Bettaswamy	class 4	Centre of Right to Information Act Medical Officer of Health (Ramamadira) Bruhath Bangalore Mahanagara Palike		O.O.D In Health Officer (West)
09.	Mahadava	class 4	Centre of Right to Information Act Medical Officer of Health (Ramamadira) Bruhath Bangalore Mahanagara Palike		O.O.D InHealth Officer (West)

Officer and Office Staff Direction of Information Center

SI No	Name of the Officer and Office Staff	Designation	Telephone No	Remarks
೦೦.	Dr. Jagadish Chandra	Medical Officer of Health	9980683675	
೦೧.	Divakara	Senior Health Inspector	9480683700	
೦೨.	S.P. Kalachar	Senior Health Inspector	9480683701	
೦೩.	S.C. Malikoppa	Senior Health Inspector	9480683699	
೦೪.	T. Ningamma	S.D.A	22975662	
೦೫.	B. Nagamani	Sub- Register		
೦೬.	Hema chandra	Sub- Register		
೦೭.	T.U. Bettaswamy	Class 4		
೦೮.	Mahadava	Class 4		

Record Maintenance Details of Ramamandira Range as per 4(1)A

1. Moment Register
2. Office staff Acquittance 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