


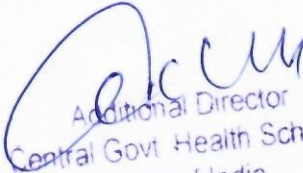
ANNEXURE-I

Office of the Additional Director CGHS, Bhubaneswar.

1.	(i) Particulars of organization (ii) Functions and duties	CGHS Bhubaneswar. 1. Management & Supervision of all the WCs ,Laboratories under the CGHS Bhubaneswar 2. To ensure the proper staff distribution, punctuality and building maintenance of WCs. 3. To ensure the distribution of salary and other benefits to the staff and officers and reimbursement of the imprest money. 4. Processing of MRCs and reimbursement of the claimed amount. 5. To dispose of the RTIs both Appellate level. 6. To prepare the budget allocation
2.	The Powers & duties of its Officers & Employees	As per CCS (CCA) ,GFR and existing Govt. rules.
3.	The Procedures followed in decision making process including channels of supervision and accountability	A. Issue related to Establishment Dealing Assistant-> Office Superintendent -> additional Director B. Issue related to Accounts Accountant -> DDO -> Addl. Director
4.	The norms set by it for the discharge of its functions.	As per Government norms.
5.	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions	The CGHS Compendium
6.	A statement of the categories of documents that are held by it or under its control,	Un-Classified documents of routine nature only are handled by it.
7.	The particulars of any arrangement that exists for consultation by the members of the public in relation to the formulation of its policy or implementation thereof,	1. Feedback from WCs 2. Minutes of the meetings of Grievance Committees in WCs 3. Direct interaction with the beneficiaries during the Inspection of WCs by the officers.



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		4. Regular Meeting with the Advisory Committee
8.	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part of for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meeting are accessible for public;	<p>1. Periodic meetings are held by the CMO In Charges of the WCs. These meetings are not open to general public.</p> <p>2. Regular meetings are held with the Advisory Committ at Additional Director level.</p>
9.	A directory of its officers and employees	As per Annexure- A
10.	The monthly remuneration received by each of its officers and employees including the system of compensation as	As per Annexure- A


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provide in its regulations	
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11.	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursements made.	As per Annexure- 'B'
12.	The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.	Payment of all kind of bills, maintenance of WCs and IT expenditure.
13.	Particulars of recipients of concessions, permits or authorization granted by it.	Permissions issued to beneficiaries for investigations and treatment procedures.
14.	Details in respect of the information, available to or held by it, reduced in an electronic form;	Service records of all the officers and staff working in CGHs, Bhubaneswar, their salary details, Wellness Center building records etc.
15.	The particulars of facilities, available to citizens for obtaining information, including the working; hours of a library or reading room, if maintained for public use.	Notice Board & website of CGHS, Bhubaneswar or through RTI application.
16.	The names, designation and other particulars of the Public Information Officers;	1.CPIO- Dr. Suchitra Sasmal, CMO(NFSG) ,W.C-I. Old A.G.Colony, Unit-IV, Bhubaneswar
17.	Such other information as may be prescribed and thereafter update these publications every year.	Nothing particular.


 Additional Director
 Signature with Seal of Addl. Director
 Central Govt. Health Scheme
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Annexure- 'A'

S.No.	Name of the Staff	Designation	Remuneration
1	Dr .Sanjib Chandra Das	Addl. director	As available in Cash & Accounts Section.
2	Dr. Suchitra Sasmal	CPIO	As available in Cash & Accounts Section
3	Dr. D. Nanda	DDO	As available in Cash & Accounts Section
4	Dr. S.K.Mohanty	Nodal Officer of Hospital	As available in Cash & Accounts Section
5	Dr. P.K.Choudhuty	Chairman for condemnation committee	As available in Cash & Accounts Section
6	Dr. S.K.Sahoo	Nodal officer for LSD, MRC, Hospital Bills , UTI-TSL, E-office, Byer of GEM	As available in Cash & Accounts Section
7	Sri P.K.Mishra	Accountant	As available in Cash & Accounts Section
8	Sri A.K.Pahi	Office Superintendent	As available in Cash & Accounts Section
9	Sh. Subrat Ku. Nayak	LDC	As available in Cash & Accounts Section
10	Sri. G. Ambia	LDC	As available in Cash & Accounts Section


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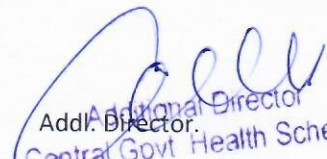
ANNEXURE-B

Budget for the Financial Year 2016-17 for the CGHS ,Bhubaneswar.

(In thousands)

Grant No. 42- Department of Health & Family Welfare.

Name of the City CGHS, Bhubaneswar.	B. E. 2017-18	R. E. 2017-18	Actual Expenditure made till 31.12.18
1	2	3	4
Major Head (MH)-2210			
Minor Head (3D) 01103-CGHS			
Object Head-24101 (Salary)	23520	Not yet received	19700
240102 (Wages)	300	Not yet received	150
240103 (OTA)	0	Not yet received	0
240106 (MT)	400	Not yet received	200
240113 (DTE)	300	Not yet received	299
240113 (OE)	1100	Not yet received	840
240114 (RRT)	0	Not yet received	0
240121 (S & M)	40000	Not yet received	371950
24012 (POL)	0	Not yet received	
240127(MW)	200	Not yet received	120
2401289(PPSS)	6000	Not yet received	3515
240150(OC)	0	Not yet received	0
IT (O E)	1500	Not yet received	1220
240151(MV)	0	Not yet received	0
240152(M&E)	50	Not yet received	47
MH2071(P&ORB)	60500	Not yet received	60480


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