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PROCEEDINGS OF THE DIRECTOR OF PUBLIC HEALTH AND PREVENTIVE
MEDICINE, MADRAS.600 006.

...
PRESENT: DR.A.RAMALINGESWARA RAO

R.No.54296/E4/91-S1

Dated 16-4-91

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Sub: Re-organisation - Re-organisation of Public Health and Preventive Medicine Department at District Level - Disbandment of Regional and Health Unit District Offices and formation of 40 new Health Districts from 01-03-91 - Apportionment of Ministerial Staff of erstwhile offices to the new offices - Orders - Issued.

- Ref: 1.G.O.(Ms.) No.1082 Health and Family Welfare Department dated 18.6.90.
2.G.O.(Ms) No.1902, Health and Family Welfare Department dated 5.11.90.
3.Government Ir.No.108576/P1/90-1 Health dated 28.11.90.
4.G.O.Ms.No.25, Health and Family Welfare Department dated 03-01-91.
5.G.O.(Ms.) No.277, Health and Family Welfare Department dated 26.2.91.
- ...

The Government have issued orders re-organising the District Level set up of the Department of Public Health and Preventive Medicine. According to the orders the offices of 7 Regional Deputy Directors and 29 District Health Officers stand disbanded and 40 offices of Deputy Directors of Public Health and Preventive Medicine (Health Services) at the rate of two for each of the revenue districts have been established. The Deputy Directors of Public Health and Preventive Medicine (Health Services) under the new set up have taken charge and started functioning.

2.It is necessary to allocate the staff under the new set up for the offices of the Deputy Directors of Public Health and Preventive Medicine (Health Services). In their orders second cited the Government have permitted the Director of Public Health and Preventive Medicine, Madras to allocate and apportion the staff of the erstwhile Offices of the Regional Deputy Directors of Public Health and Preventive Medicine (Health Services) and District Health Offices under the re-organised set up. The following orders are therefore issued in respect of Ministerial Staff and the categories like Record Clerks, Van Cleaners, Office Assistants etc.

3.Details of the Ministerial Staff sanctioned to the erstwhile offices of the Regional Deputy Directors of Public Health and Preventive Medicine and District Health Offices both permanent and temporary with numbers and dates of the G.Os. in which the posts were sanctioned and the Heads of Account to which the salaries of the said ministerial staff

were debited are detailed in the Annexure.I to this proceedings. The corresponding Heads of Account indicated in the last column of the Annexure.I shall continue to be followed wherever the posts sanctioned in a particular G.O. are allocated to the new offices under the re-organised set up.

4.The Director of Public Health and Preventive Medicine hereby directs that the posts of various categories of ministerial staff be reallocated to the different offices as mentioned in the Annexure.II of these proceedings. The names of the staff who are posted to each of the offices are also indicated against each post and the G.O.No. and date in which such posts were sanctioned are also indicated in the Annexure.II. Details are given office-wise. The Government Servants who are retained in the same station are not eligible for T.T.A. Similarly, those who are transferred to different stations on their requests are also not eligible for T.T.A. This information is also furnished in the Annexure.II.

5.Details of posts and staff including Office Assistant transferred to seven Zonal Entomological Teams which are formed with a Senior Entomologist as Head of the Team in each of the seven erstwhile regional offices and internal audit parties in the Directorate of Public Health and Preventive Medicine are given in the Annexure.III and IV respectively.

6.The staff in the categories of Office Assistant, Van Cleaner, Mazdoors, Watchman, Superior Field Worker, Field Worker, Gardner, Maistry etc. are allocated and apportioned to the different offices as mentioned in Annexure.V. The Heads of account mentioned in the G.Os in which these posts were sanctioned and the pay and allowances of these staff were debited should be adopted and particulars obtained from the erstwhile officer. This is important.

7.The Officers who are incharge of the erstwhile offices should issue the Last Pay Certificates of the staff transferred and send their Service Registers and Record Sheets after bringing the entries therein upto date duly attested to the new offices to which the staff stand transferred and posted.

8.The salary of staff as per re-allocation ordered in this proceedings should be drawn in the respective new offices for and from April 1991. However, in respect of staff allotted to the seven Zonal Entomological Teams their salary for and from April 1991 will be drawn and disbursed by the Officers noted in Annexure.III till the Senior Entomologists are declared as Heads of Office with the powers as Drawing Officers.

9.Instructions regarding the preparation of charge list in respect of Files, Records, Registers, Materials and Equipments, Machinery and Tools, Stock and Stores, Motor Vehicles, Typewriters, Duplicators etc., have already been issued in this office memo.No.171402/E4/90-S1 dated 28.11.90.

p.t.o.

Six copies of the lists categorywise already prepared by the Officers and erstwhile offices as per the above instructions shall be correctly transferred to the respective offices of the Deputy Directors of Public Health and Preventive Medicine (Health Services). It is, therefore, specifically informed that two copies of such charge list should be submitted to this office.

10. It is informed that if any omissions are found out in the annexures they may seek clarification from this office. The Officers are further informed that if they need any clarification in respect of the apportionment of staff now ordered, they may approach this office and get the matters set right.

11. In respect of temporary posts for which sanction is to be obtained beyond the period upto which sanction exists at present, proposals should be submitted by the concerned Deputy Directors of Public Health and Preventive Medicine (Health Services) quoting this proceedings as basis hereafter, besides the number and dates of the G.O. in which the posts in question were originally sanctioned and last continued justifying the need for the further continuance.

12. The Deputy Directors of Public Health and Preventive Medicine (Health Services) at the Revenue District Headquarters shall be the reconciliation Officer in respect of all the Heads of Accounts of this Department or all the Subordinate Offices including the Deputy Director of Public Health and Preventive Medicine (Health Services) of geographic jurisdiction of the same Revenue District. He shall attend to the work of reconciliation work with the staff apportioned to him in the Annexure.II. He shall obtain the relevant figures and details from all the offices of this Department within the Revenue District. All the Officers of this Department functioning in the revenue district shall render figure and details pertaining to the reconciliation to the Deputy Director of Public Health and Preventive Medicine (Health Services) at the revenue Headquarters.

13. Receipt of this communication be acknowledged by return of post. Action taken in this regard be reported immediately.

A. Ramalingeswara Rao,
Director of Public Health and
Preventive Medicine, Madras.6.

To
All Deputy Directors of Public Health & Preventive Medicine (Health Services) (with additional copies to the Treasury Officers).
Copy submitted to the Secretary to Government, Health Indian Medicine & Homeopathy & Family Welfare Department, Madras.9.
Copy to all Officers and all sections the Directorate.

-//true copy//forwarded//by order//-

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M. S. Rao
SUPERINTENDENT

11/11/41