



**GOVERNMENT OF TELANGANA
DEPARTMENT OF AYUSH**

RIGHT TO INFORMATION ACT, 2005

INFORMATION HANDBOOK

*[In pursuance of Chapter II, Section 4(1)(b) of the Right to
Information Act, 2005]*

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RIGHT TO INFORMATION ACT 2005

CHAPTER I

Background:

The Freedom of Information Act, 2002 has been replaced by the Right to Information Act, 2005 (Central Act 22 of 2005). The Right to Information Act, 2005 has received the assent of the President of India on 15/06/2005 and it has been published in the Gazette of India on 21/06/2005.

Subject to the provisions of The Right to Information Act, 2005 all citizens shall have the right to information and Section 4 (1) (b) of the Act casts an obligation on each public authority to publish a manual on the functioning of each department. This handbook is prepared in accordance with the said mandatory disclosure of the RTI Act, 2005 under Section 4(1)(b) of the Right to Information Act, 2005

Key objectives:

1. To keep the citizens informed about the various activities of the Department.
2. To provide transparency of information.
3. To contain corruption and to hold this Department and its instrumentalities accountable to the public.

About Manual:

- This manual gives a comprehensive idea about the particulars, functions of Department of AYUSH and also the powers and duties of the employees including the channels of supervision and accountability.
- This manual is intended for use of Public Information Officers, Assistant Public Information Officers and to the general public.
- The information is organised as per the model template developed by Centre for Good Governance for "Information Handbook".
- This manual contains 18 chapters in all, which gives information about the functioning of Department of AYUSH in a nut shell
- For any additional information which is not available in this handbook, the Public Information Officers concerned of Department of AYUSH, T.S., Hyderabad may be contacted

Names and addresses of Key contact points for more information on topics covered in this handbook as well as any other information:

Sl. No.	Name of the office/ administrative unit	Name, designation and type of information	Telephone Numbers
1.	Directorate, Dept. of AYUSH, 5th Floor, TSGLI Building, Tilak Road, Abids, Hyderabad – 001	Dr.A.Rajender Reddy, Additional Director (Homoeo.) - Information on Homoeopathy System	Off: 24758409 Fax: 24758410 Email: ayushtdept@gmail.com
2.	-do-	Dr.Mir Yousuf Ali, Additional Director (Unani) – Information on Unani System	Off: 24758409 Fax: 24758410
3.	-do-	Dr.M.Guru Murthy, Additional Director (Ayurveda) – Information on Ayurveda System	Off: 24758409 Fax: 24758410
4.	-do-	Smt.K.Kamala, Deputy Director (Admn.) - Information on administrative matters	Off: 24758409 Fax: 24758410
5.	-do-	Sri.Syed Anwar Ahmed, Accounts Officer – All matters relating to accounts and budget.	Off: 24758409 Fax: 24758410
6.	-do-	Sri.K.Satish, Administrative Officer – All legal matters, Govt. Orders and Acts pertaining to the Department.	Off: 24758409 Fax: 24758410
11.	O/o. the R.D.D, Dept. of AYUSH, Warangal, Revenue Colony, Subedari Road, Behind Collectorate Office, Hanumakonda, Warangal – 506001	Dr.M.Vijay Kumar, Regional Deputy Director - Zone-V Adilabad Dist. Karimnagar Dist. Khammam Dist. Warangal Dist.	Mobile:9948612321 / 9949472795 Email:warangalrdd@gmail.com
12.	O/o. the R.D.D, Dept. of AYUSH, Hyderabad, D.No.3-3-79, Dhanawantri Bhavan, Kachiguda, Khutbiguda, Hyderabad - 027	Dr.J.Vasantha Rao, Regional Deputy Director - Zone – VI & Hyd ciy Nalgonda Dist. Nizamabad Dist. Mahaboobnagar Dist. Medak Dist. R.R.Dist Dist. Hyderabad City.	Phone:04024617051 Mobile:9440881731 Email:regionaldeputydirector@gmail.com

DEPARTMENTAL INTRODUCTION:

A substantial part of the population, particularly those in rural areas choose one or the other system of Department of AYUSH for their health care. Ayurveda, the life science is ageless and continues to serve the common man even in the modern age. Unani system, which has come to this country along with Islamic tradition, has well adapted itself to the country and has become indigenous as Ayurveda. Homoeopathy though of foreign origin, has over the recent years, taken deep roots in our country and is becoming popular now a days because of its easy application and being comparatively less expensive. All these systems of medicine in the state are under the administrative control of Department of AYUSH (formerly Indian Medicines & Homoeopathy Department). This Department is headed by a Director with (3) Additional Directors (Ayurveda, Unani & Homoeopathy) to assist the Director in technical matters. Besides (2) Regional Deputy Directors are stationed at the following places:

- 1) Hyderabad
- 2) Warangal

The following Institutions are functioning under the control of this Department:

Sl. No.	Item	Ayurveda	Unani	Homoeo.	Naturopathy & Yoga	Total
1	Hospitals	4	3	3	1	11
2	Colleges	2	1	1	1	5
3	Common Beds	309	190	110	184	793
4	Intake (UG) in Colleges	100	75	100	30	305
5	Intake (PG) in Colleges	38	36	30	0	104
6	Research Department	1	1	1	2	5
7	Pharmacies	1	1	1	0	3
8	Herbarium	1	1	0	0	2
9	Govt. Dispensaries	224	122	94	0	440
10	NRHM Dispensaries	199	62	105	28	394

CHAPTER 2
Organisation, Functions and Duties
[Section 4 (1) (b) (i)]

2.1 Particulars of the organisation, functions and duties:

Sl. No.	Name of the Organisation	Address
1.	Directorate, Department of Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy (AYUSH)	5 th Floor, TSGLI Building, Tilak Road, Abids, Hyderabad – 001 Telephone No.24758409

Functions:

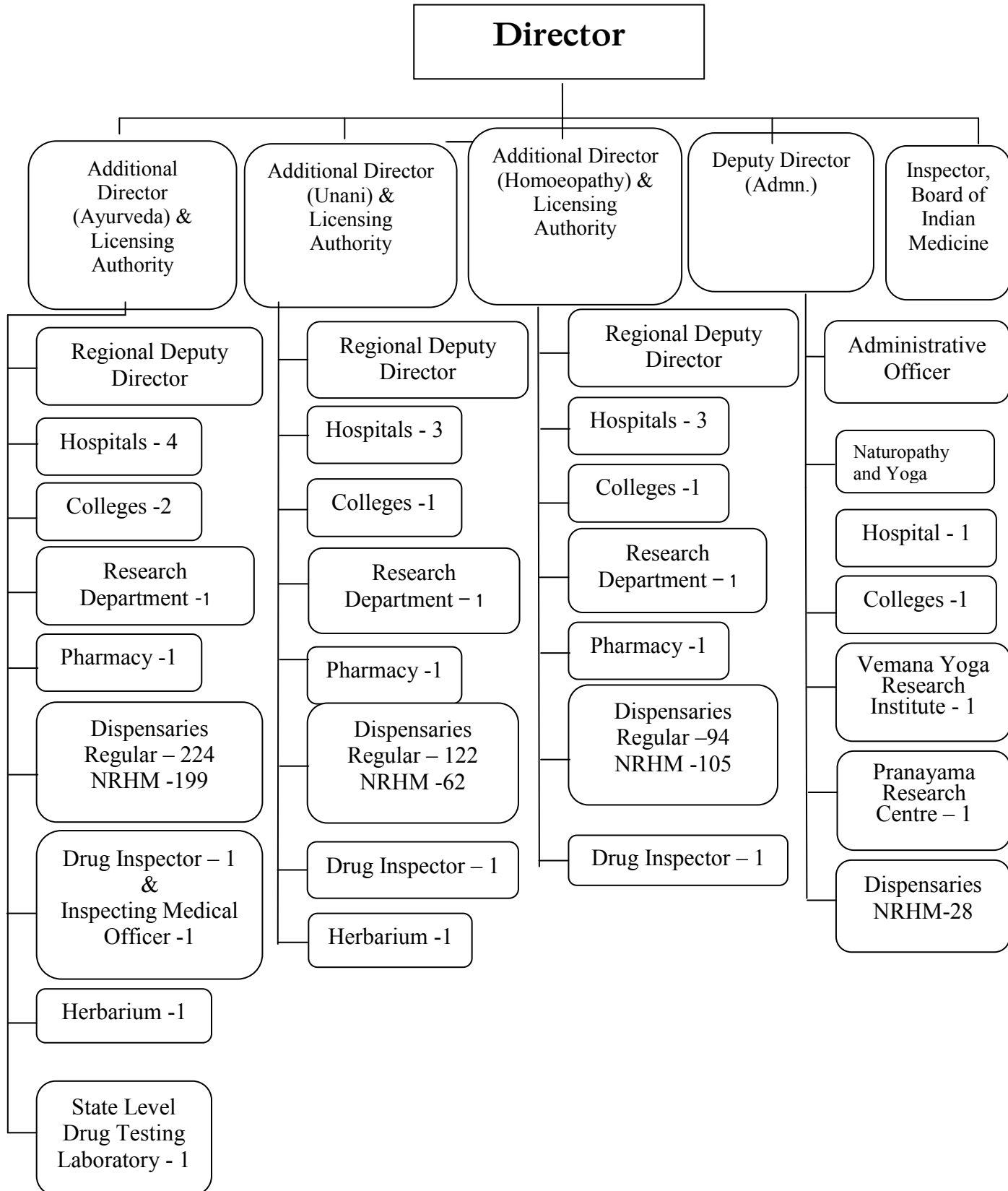
1. To serve the people of the State by providing Medical relief through Indian Systems of Medicines i.e., Ayurveda, Unani and Homoeopathy.
2. To ensure proper development and evaluation of the ancient systems of medicine viz., Ayurveda, Unani and also Homoeopathy by opening Colleges, Research Centres, Hospitals and Dispensaries and Herb Gardens.

Duties:

1. The Directorate, Department of AYUSH is responsible for planning and execution of the various programmes under Ayurveda, Unani and Homoeopathy in the state.
2. To make available equipment's, medicines and drugs etc., adequately for the Hospitals and Dispensaries.
3. To improve the AYUSH Colleges by providing additional departments with adequate staff as proposed by the Central Council of Indian Medicines for Ayurveda & Unani and as proposed by the Central Council of Homoeopathy for Homoeopathy and according to the reports of the Inspection Commissions of the respective Universities.
4. To provide infrastructure to all the AYUSH Colleges, Hospitals and Dispensaries.
5. To develop the AYUSH Pharmacies to supply medicines in time.
6. To grow necessary medicinal plants in the Herbal Farms.
7. To establish AYUSH Hospitals at all District levels and Taluq levels.
8. To provide the bed strength at the rate of (5) beds for a student for clinical facilities to the students of Ayurveda, Unani and Homoeopathic Colleges.

The organisational set-up of the Department is as follows:

ADMINISTRATIVE SETUP



CHAPTER 3

**Powers and Duties of Officers and Employees
[Section 4 (1) (b) (ii)]**

Sl. No.	Name of the Officer/employee	Designation	Duties allotted	Powers
1.	Dr. A.Rajender Reddy	Director I/c.	He is responsible for planning and execution of the various programmes under Ayurveda, Unani and Homoeopathy in the State.	<p>i. By virtue of the various notifications issued in Government orders, the Director is the Licensing Authority for manufacture of Ayurveda/Unani and Homoeo. Medicines in the State of Telangana.</p> <p>ii. He is also the competent authority for issue of Sale License of Ayurveda and Unani in the capacity Secretary, Board of Indian Medicine.</p> <p>iii. He is vested with the appointing powers upto the category of IInd Level Gazetted Posts in T.S. Indian Medicine and Homoeopathy Service. The Regional Deputy Directors at Warangal & Hyderabad, the Principal, Govt. Nizamia Tibbi College, Hyderabad and the Superintendent, Govt. Nizamia General Hospital, Charminar, Hyderabad are the appointing authorities upto the category of Compounder in their respective jurisdiction.</p> <p>iv. All the T.S. Ministerial</p>

				<p>Service posts in the Directorate</p> <p>v. All the T.S. Last Grade Service posts in the Directorate.</p> <p>vi. Besides, he is also vested with the financial powers delegated by the Govt. from time to time.</p>
2.	Dr.M.Guru Murthy	Additional Director (Ayurveda)	To render necessary assistance to the Director in all technical matters in Ayurvedic System.	Vested with certain administrative powers delegated by the Director/ Director from time to time.
3.	Dr.Mir Yousuf Ali	Additional Director (Unani)	To render necessary assistance to the Director in all technical matters in Unani System.	Vested with certain administrative powers delegated by the Director/ Director from time to time.
4.	Dr.A.Rajender Reddy	Additional Director (Homoeo.) I/c.	To render necessary assistance to the Director in all technical matters in Homoeopathy System.	Vested with certain administrative powers delegated by the Director/ Director from time to time.
5.	Smt.K.Kamala	Deputy Director (Administration)	To render necessary assistance to the Director in administrative matters.	Vested with certain administrative powers delegated by the Director/ Director from time to time.
6.	Sri.K.Satish	Administrative Officer	To assist the Deputy Director (Admn.) and supervise the holders of the posts of Ministerial and Class-IV employees in the Directorate.	Vested with certain administrative powers delegated by the Director/ Director from time to time.
7.	Sri.Syed Anwar Ahmed	Accounts Officer I/c.	To discharge the duties and responsibilities as prescribed by Govt. in terms of the G.O.Ms.No.100, Fin(TFR) Dept., dt.12/05/2014	Vested with Drawing and Disbursing Officer powers alongwith certain powers delegated by the Director from time to time.

8	Dr.M.Vijay Kumar	Regional Deputy Director – Zone-V	To ensure proper functioning of the AYUSH dispensaries under their jurisdiction in Adilabad,Bhadradi Kothagudem, Jagtial, Jangaon, Karimnagar, Khammam, Komaram Bheem Asifabad, Mahabubabad, Mancherial, Nirmal, Peddapalli, Rajanna Sircilla, Warangal (Rural),Warangal (Urban) districts	Overall incharge of the dispensaries under their respective zone containing (14) districts and render the assistance to the Director, Department of AYUSH, T.S. in all the matters pertaining to the Zone.
9	Dr.J. Vasantha rao	Regional Deputy Director – Zone-VI & Hyderabad city	To ensure proper functioning of the AYUSH dispensaries under their jurisdiction in Hyderabad, Jayashankar Bhoopalpally, Jogulamba Gadwal, Kamareddy, Mahbubnagar. Medak, Medchal. Nagarkurnool, Nalgonda, Nizamabad, Ranga Reddy, Sangareddy, Siddipet, Suryapet, Vikarabad, Wanaparthy, Yadadri Bhuvanagiri districts	Overall incharge of the dispensaries under their respective zone containing (17) districts and render the assistance to the Director, Department of AYUSH, T.S. in all the matters pertaining to the Zone.
AYUR COLLEGES.				
10	Dr. T. Praveen Kumar	Principal, Dr.BRKR.Govt. Ayurvedic College, Erragadda, Hyderabad	To admit and impart education in Ayurvedic medicine as per the curriculam and syllabus prescribed by the Kaloji Narayana Rao University of Health Sciences, Warangal	Overall incharge of the College.
11	Dr. Ch. Ravi Kumar	Principal, AL. Government Ayurvedic College, Warangal		
UNANI COLLEGE				
12	Dr. Shazadi Sultana, I/c.Principal	Principal, Govt. Nizamia Tibbi College, Hyderabad	To admit and impart education in Unani medicine as per the curriculum and syllabus prescribed by the Kaloji Narayana Rao University of Health Sciences, Warangal.	Overall incharge of the College.

GOVT. HOMOEEO. COLLEGES				
13	Dr.N.Linga Raju	Principal, J.S.P.S. Govt. Homoeopathy Medical College, Ramanthapur, Hyderabad	To admit and impart education in Homoeo. medicine as per the curriculum and syllabus prescribed by the Kaloji Narayana Rao University of Health Sciences, Warangal	Overall incharge of the College.
GOVT. AYUR. HOSPITALS				
14	Dr.Y.Janardhan Reddy	Superintendent, I/c. Government Ayurvedic Hospital, Charminar, Hyderabad	To provide medical relief to the inpatient and outpatients through the Ayurvedic system of medicine.	Overall incharge of the Hospital
15	Dr.R.Venkatswar rao	Superintendent I/c., Government Ayurvedic Hospital, Erragadda, Hyderabad		
16	Dr. Ch. Ravi kumar	Superintendent I/c., Government Ayurvedic Hospital, Warangal		
17	Dr. G. Padmavathi	Senior Medical Officer, Government Ayurvedic Hospital, Toopran, Medak District.		
GOVT. UNANI HOSPITALS				
18	Dr.Parveen Sultana	Superintendent I/c., Govt. Nizamia General Hospital, Charminar, Hyderabad	To provide medical relief to the inpatient and outpatients through the Unani system of medicine.	Overall incharge of the Hospital

19	Dr.S.Mahender Kumar	Senior Medical Officer I/c., Govt. Unani Hospital, Hanamkonda, Warangal District.	To provide medical relief to the inpatient and outpatients through the Unani system of medicine.	Overall incharge of the Hospital
20	Dr. M. A. Majeed Senior Medical Officer	Superintendent I/c., Govt. Unani Hospital, Nizamabad		
GOVT. HOMOEOPATHIC HOSPITALS				
21	Dr.D.Vijay Kumar	Superintendent, Dharma Kiran Govt. Homoeo. Hospital, Ramanthapur, Hyderabad	To provide medical relief to the inpatient and outpatients through the Homoeo system of medicine.	Overall incharge of the Hospital
22	Dr.B.Prameela Devi	Superintendent, Govt. Homoeo. Hospital, Mothigally, Hyderabad		
23	Dr.B.Vijaya	Chief Medical Officer (FAC), Govt. Homoeo. Hospital, Bhongir, Nalgonda District.		
Board of Indian Medicine				
24	Dr.A.Rajender Reddy	Secretary, Board of Indian Medicine	The Director of Department of AYUSH is the Ex-Officio Secretary to the Board of Indian	Overall incharge of the Board.

25	Dr.C.Hemraj	Inspector I/C., Board of Indian Medicine	<p>To assist the Secretary, Board of Indian Medicine in maintaining the Board Office. and to act as Treasurer to the Board.</p> <p>To verify the qualifications of the candidates and issue Registration Certificate of Telangana State.</p> <p>To recommend to the Secretary, Board of Indian Medicine for issuance of Registration Certificates to the candidates belonging to Telangana Area.</p>	<p>Powers to inspect the Medical Shops and submit Inspection reports to the Secretary and recommend for issuance of Sale License.</p> <p>To register the certificates produced by Institutionally qualified graduates in Ayurveda, Unani, Yoga & Naturopathy and Homoeopathy in the T.S.</p>
Drug Inspectors / L.R. Sr. Medical Officers				
26	Dr.J.Premananda Rao	L.R. Senior Medical Officer (Ayur)	He is the incharge of the dispensary on his posting in leave vacancy. He shall examine the patients and prescribe the suitable medicines	
27	Dr.B.Sachin Chandra	Inspecting Medical Officer I/c.	His duty is to periodically inspect the Municipal dispensaries, Panchayat Samithis Urban and Rural dispensaries, Grant-in-aid and filling of written complaints against the Bogus Institutions awarding degree and diplomas in AYUSH systems.	
28	Dr. V. Balakrishna	Drug Inspector (Ayurveda)	To inspect the establishments, licenses for sale of drugs, to procure in their respective system of medicine and send for test or analysis, if necessary import packages which they have reasons to suspect contain drugs by sold and stocked or exhibited and in contravention of the provision of the Drugs and Cosmetics Act.	Power to launch prosecution against violation of the Drugs and Cosmetics Act.
29	Dr.Shafiq Ahmed	Drug Inspector (Unani) I/c.		
30	Dr.B.Venkat Ram Reddy	Drug Inspector (Homoeo) I/c.		

GOVT. AYUSH PHARMACIES				
31.	Dr. C. Achyutha Reddy	Chief Superintendent i/C., Govt. Indian Medicine Pharmacy (Ayurveda) Pharmacy, Kattedan, Hyderabad	To procure pure raw drugs and manufacture and compound medicines for supply to all the Ayurveda Hospitals and Dispensaries. They are responsible for proper utilisation of the budget allocated to the respective Pharmacy for the purpose for which it was sanctioned by the Govt..	Overall incharge of the Pharmacy & Vested with certain financial powers delegated by the Government from time to time.
32	Dr. Liyaqath Ali Khan	Chief Superintendent, Govt. Indian Medicine Pharmacy (Unani) Pharmacy, Kattedan, Hyderabad	To procure pure raw drugs and manufacture and compound medicines for supply to all the Unani Hospitals and Dispensaries. They are responsible for proper utilisation of the budget allocated to the respective Pharmacy for the purpose for which it was sanctioned by the Govt..	Overall incharge of the Pharmacy & Vested with certain financial powers delegated by the Government from time to time.
33	Dr.P.V. Satyanarayana	Superintendent, Govt. Homoeopathy Pharmacy, Ramanthapur, Hyderabad	To procure pure raw material and manufacture Homoeo medicines for supply to all the Homoeo Hospitals and Dispensaries. They are responsible for proper utilisation of the budget allocated to the respective Pharmacy for the purpose for which it was sanctioned by the Govt..	Overall incharge of the Pharmacy & Vested with certain financial powers delegated by the Government from time to time.
GOVT. HERBARIUM				
34	Dr.K. Murali	Government Herbarium, Shivarampalli, Kattedan, Hyderabad – 500252	To ensure growth of medicinal herbs and sherbs and their administration to the visiting students of the colleges.	Overall incharge of the Herbarium and Vested with certain financial powers delegated by the Government from time to time.

<u>GOVT. RESEARCH DEPARTMENTS</u>				
35	Dr.R. Venkateshwara Rao	Research Officer (Ayurveda)	To ensure that research on the disease selected is conducted adhering to the norms and tenets of the system of medicine concerned.	Overall incharge of the Research Department.
36	Dr.Shabaz Ahmed	Research Officer (Unani) (I/c.)	To ensure that research on the disease selected is conducted adhering to the norms and tenets of the system of medicine concerned.	Overall incharge of the Research Department.
37	Dr.V. Sridevi	Research Officer (Homoeo.)	To ensure that research on the disease selected is conducted adhering to the norms and tenets of the system of medicine concerned.	Overall incharge of the Research Department.
<u>OFFICE SUPERINTENDENTS IN THE DIRECTORATE, DEPARTMENT OF AYUSH</u>				
38	Smt.D.Shailaja	Office Superintendent, A Section (Administration)	She is incharge of the A-Section in the Directorate. She is directly responsible to the officers under whom she works for the efficient and expeditious dispatch of business in all stages in the section	Overall incharge of the A-Section
39	Smt.D.Shyama Prabha	Office Superintendent, B- Section (Doctors service matters)	She is incharge of the B-Section in the Directorate. She is directly responsible to the officers under whom she works for the efficient and expeditious dispatch of business in all stages in the section	Overall incharge of the B-Section

40	Sri T.Shiva Ram	Office Superintendent, C- Section (State Budget)	He is incharge of the C-Section in the Directorate. He is directly responsible to the officers under whom he works for the efficient and expeditious dispatch of business in all stages in the section	Overall incharge of the C-Section
41	Sri K.Shyam Sunder	Office Superintendent, D- Section (Pension, Tenders & Medical Reimbursement etc.0	He is incharge of the D-Section in the Directorate. He is directly responsible to the officers under whom he works for the efficient and expeditious dispatch of business in all stages in the section	Overall incharge of the D-Section
42	Sri Syed Suhail Ahmed	Office Superintendent, E- Section (General & Audit)	He is incharge of the E-Section in the Directorate. He is directly responsible to the officers under whom he works for the efficient and expeditious dispatch of business in all stages in the section	Overall incharge of the e-Section
43	Smt.Suguna	Dy. Statistical Officer & Programme Manager, National Ayush Mission F-Section (Central Budget & NAM)	She is incharge of the F-Section in the Directorate. She is directly responsible to the officers under whom she works for the efficient and expeditious dispatch of business in all stages in the section	Overall incharge of the F-Section

CHAPTER 4
Procedure followed in Decision making process
[Section 4 (1) (b) (iii)]

The procedure prescribed in the District Office Manual is being followed. The Currents are received in Tapal Section. On receipt of the same, the Tapal Clerk gives Tapal number and keeps all tapal papers in a separate Tapal Book and sends it to the Officers concerned. On perusal of the tapal by the concerned Officers, the same will be sent back to the concerned Sections. The Section Superintendent will mark the said tapal to the concerned Senior Assistant/Junior Assistant, who in turn makes an entry in the Personal Register and puts the same in the shape of a file with relevant extracts of Acts and Rules and submits the file to the concerned Superintendent. The Superintendent scrutinises the file and writes his remarks, and forward the file to the concerned Additional Director (Ayurveda/ Unani/Homoeopathy)/ Deputy Director (Administration) through the Administrative Officer/Accounts Officer. The Officers concerned in turn scrutinize the file and transmit the same for necessary action to the Director.

All the files relating to financial matters are routed to the Director through the Accounts Officer.

Chapter 5
Norms set for the Discharge of Functions
[Section 4 (1) (b) (iv)]

Sl. No.	Function/Service	Time frame	Reference document prescribing the norms (Citizen's Charter, Service Charter etc.)
	Govt. Ayurvedic Hospitals		
1	1) Providing Out Patient services in the Hospitals 2) Providing In-patient services in the Hospital	Within 1 hour According to the patient's condition - max. 90 days	Citizen's Charter
2	Providing Ophthalmic services in OP	Within 1 hour	-do-
3	Providing of surgical services in OP	Minor surgical process are taken care	-do-
4	Providing of ENT service in OP	Treatment of ENT disorders with Ayurvedic medicines.	-do-
5	Ophthalmic Service	within one hour.	-do-
6	Physiotherapy services in OP	Exercise, Traction both cervical and Lumbar for patients suffering from paralysis, spondylitis, Arthritis etc.	-do-
7	Gynaecology	Within one hour	
8	Skin O.P	Within one hour	
9	Panchakarma Unit	Treatment is provided for chronic disease such as paralysis, Arthritis etc.	-do-
10	Balaroga (paediatrics)	Within 1 hour	
11	Pathological Lab, ECG/X-ray	Within 1 hour	<u>-do-</u>
	Govt. Unani Hospitals		
1.	Providing Out Patient services in the Hospitals in Hospitals	Within 1 hour	Citizen Charter
2.	Providing In-patient	According to the	-do-

	services in the Hospital	patient's condition - max. 90 days	
3	Providing Dental service in O.P..	Catering to the dental hygiene and dental problems	-do-
4	Providing Ophthalmic services in OP by qualified Ophthalmologist	Within 1 hour	-do-
5	Providing of surgical services in OP	Minor surgical process are taken care of wherever necessary including circumcisions	-do-
6	Providing of ENT service in OP	Treatment of ENT disorders with Unani medicines	-do-
7	Gynaecology	Gynaecological examination wherever necessary is performed by Qualified Obstretician , CMO & Sr.MO as well as Maternity cases	-do-
8	Antenatal, Maternity & child care	Antenatal checkup done by DGO, CMO, Sr. M.O.	-do-
9	Physiotherapy services in OP	Massaging in cases of sprains, Correction & massaging in cases of Dislocation, Circumcission generally in summer or as desired	-do-
10	Providing jarrah services in OP	Both the cases of Massaging in dislocation & Circumscissions are taken care particularly in summer session.	-do-
11	Turkish Bath.	For various diseases such as Arthritis, Obesity, Lumbago, Cervical Spondolysis etc.	-do-

12	Pediatric services in OP and IP	All the pediatric patients are Attended to in OP and admitted in IP if necessary	-do-
13	Pathological Lab, ECG, X-Ray	Within 1 hour	-do-
	Govt. Homoeopathy Hospitals		
1	1) Providing Out Patient services in the Hospitals 2) Providing In-patient services in the Hospital	Within 1hour According to the patient's condition - max. 90 days	Citizen's Charter
2	Providing Dental services in OP	Within 1hour	-do-
3	Providing of surgical services in OP	Minor surgical process are taken care of viz opening an abscess, suturing etc.	-do-
4	Pathological Lab	24 Hours	-do-
5	ECG	Immediate	-do-
6	X-Ray	½ Hour	-do-
7	USG	Only on Wednesday (2 to 4 P.M) (immediate in case of emergency)	-do-

CHAPTER 6
Rules, Regulations, Instructions, Manual and Records, for Discharging Functions
[Section 4 (1) (b) (v) & (vi)]

While discharging the functions, the Department follows the Acts, Rules and orders of Government issued from time to time on the subject. Which are enunciated as follows: -

Acts:

1. Compulsory Notification of Vacancies Act.
2. Telangana (Regulation of appointment to Public Services and Rationalisation of Staff pattern and pay structure) Act 1994 as adapted by Govt. of Telangana vide their G.O.Ms.No.16, Fin (HRM.I) Dept, Dt.26-2-2016

Rules:

1. T.S. State & Subordinate Services, 1996 as adapted by the Govt. of Telangana vide their G.O.Ms.No.196, GA(Ser.D) Dept,Dt.28-5-2016
 2. T.S. Ayurveda Service Rules 2005 as adapted by the Govt. of Telangana vide their G.O.Ms.No.41, HM&FW(E.1)Dept, Dt1-6-2016
 3. T.S. Unani Medical Officers Service Rules 2005 as adapted by the Govt. of Telangana vide their G.O.Ms.No.35, HM&FW (E.1) Dept, Dt.1-6-2016
 4. T.S. Homoeo. Medical Officers Service Rules 2005 as adapted by the Govt. of Telangana vide their G.O.Ms.No.39, HM&FW (E.1) Dept, Dt.30-5-2016
 5. T.S. AYUSH Administration Service Rules 2005 as adapted by the Govt. of Telangana vide their G.O.Ms.No.47, HM&FW (E.1) Dept, Dt.1-6-2016
 6. T.S. Ministerial Service Rules as adapted by the Govt. of Telangana vide their G.O.Ms.No.195, G.A. (Ser.B) Dept, Dt.28-5-2016
 7. T.S. General Subordinate Service Rules as adapted by the Govt. of Telangana vide their G.O.Ms.No.198, G.A(Ser.B)Dept,Dt.28-5-2016
 8. T.S. Last Grade Service Rules as adapted by the Govt. of Telangana vide their G.O.Ms.No.194, G.A.(Ser.B)Dept,Dt.28-5-2016
- In the matter of retirement and regulation of pension, the following Act and Rules are followed:
1. T.S. Public Employment (Regulation of Age of superannuation) Act 1984.
 2. T.S. Revised Pension Rules, 1980.
- With regard to disciplinary proceedings, the following Acts, Rules and instructions issued there under from time to time by the Government are followed:

1. T.S. Departmental Inquiries (enforcement of Attendance of witnesses and production of documents) Act 1993.
 2. T.S. Civil Services (Classification, Control and Appeal) Rules 1991.
 3. T.S. Civil Services Conduct Rules.
- In financial cases, the following codes and rules are followed:
1. Fundamental Rules.
 2. T.S. Manual of Special Pay and Allowances.
 3. T.S. Travelling Allowance Rules.
 4. T.S. Treasury Code.
 5. T.S. Financial Code.
 6. T.S. Account Code.
- In general matters, the Indian Medicine Central Council Act and the Homoeopathy Central Council Act is followed.
- The Matters relating to Registrations:-
- In regard to registration of institutionally trained graduates of Indian System of Medicine from Telangana State, the Inspector, Board of Indian Medicine has to follow Medical Act of 1312 Fasli.
- The matters relating to admissions into the AYUSH Colleges:-
- The Principals of the respective AYUSH Colleges have to follow the regulations of Dr.Kaloji Narayana Rao University of Health Sciences, Warangal.

CHAPTER 7
Categories of Documents held by the Public Authority under its control
[Section 4 (1) (b) v (i)]

Sl. No.	Category of document	Designation and address of the custodian (held by/under the control of whom)
1.	Government Order (Miscellaneous)	Sri.K.Satish, Administrative Officer, Directorate, Dept. of AYUSH, 5th Floor, TSGLI Bldg., Tilak Road, Abids, Hyderabad.

2.	Government Order (Routine)	-do-
3.	Memo.	-do-
4.	Letter	-do-
5.	U.O. Note	-do-
6.	Office order (Miscellaneous)	-do-
7.	Office Order (Routine)	-do-
8.	Endorsement	-do-
9.	D.O letter	-do-

CHAPTER 8

Arrangement for consultation with, or Representation by, the members of the public in relation to the formulation of policy or implementation thereof [Section 4 (1) (b) viii]

- While framing new policies, the representations, if any received from the concerned public who are affected with the policy are considered.
- The public are allowed to meet the Director, and concerned Additional Directors (Ayurveda/Unani/Homoeopathy) with their proposals/ schemes etc.
- The final decision of any policy is taken by the Director, Department of AYUSH, T.S., Hyderabad.

CHAPTER 9

Boards, Councils, Committees and other Bodies constituted as part of Public Authority. [Section 4 (1) (b) v (iii)]

I. SAMPLE SELECTION COMMITTEES:-

The following is the Sample Selection Committees for Ayurveda, Unani and Homoeo for the year 2017-18 for selection of samples of Raw Drugs and Packing Material, non-tender items including transportation furnished by the various tenders for supply of the Raw drugs, and packing material non-tender items including transportation to pharmacies of the Department:

Ayurveda:

1	Dr.M.Gurumurthy, Additional Director (Ayurveda), O/o the Director, Department of AUSH, TS, Hyderabad	Convener
2	Dr.Ch.Ravi Kumar, Principal, AL GAC, Warangal.	Member
3	Dr.C.Achutha Reddy, Chief Superintendent, I/c GIMP (A), Kattedan, Hyderabad.	Member
4.	Dr. A.Vijaya laxmi, Director I/c, DTL, Hyderabad	Member
5.	Dr.T.Venkata Ramana, Assistant Professor, Dr.BRKR, GAC, Hyderabad.	Member

Unani:

1	Dr.Abdul Saleem ,Associate Professor, GNTC, Charminar, Hyderabad	Member
2	Dr.Mohd.Mohsin, Associate Professor, GNTC, Charminar, Hyderabad	Member
3.	Dr.Nasimullah Khan, Senior Medical Officer, GNGH, Hyderabad	Member
4.	Dr.GMD Rafi, Senior Medical Officer, GNGH, Hyderabad	Member
5.	Dr.Khaja Pasha, Associate Professor, GNTC, Charminar, Hyderabad	Member

Homoeo:

1	Dr.P.V.Satyanarayana, Chief Superintendent, I/c, Government Homoeo Pharmacy, Ramanthapur, Hyderabad	Convener
2	Dr.V.Sridevi, Assistant Research Officer (Homoeo), government Research Department (Homoeo) Ramanthapur, Hyderabad	Member
3	Dr.J.Indhira, Associate Professor, JSPS, Government Homoeo Medical College, Ramanthapur, Hyderabad	Member
4.	Dr.I.Ramnath Raju, Associate Professor, JSPS, Government Homoeo Medical College, Ramanthapur, Hyderabad	Member

The above committees convener and members are to verify the genuinity of the sample of Raw Drugs / Packing material as and when committee meeting is fixed for this purpose.

II. CODING & DECODING COMMITTEES:-

The following Committees have been constituted for Coding & Decoding of the samples of Raw Drugs and packing Materials, non-tender item including transportation etc submitted by the various tenderers for supply of the Raw drugs and packing material non-tender item including transportation etc to the pharmacies of the department for the year 2017-2018.

Ayurveda:

1	Dr.M.Praveen Kumar, Assistant Professor, Dept. of Panchakarma, Dr.BRKR, GAC, Hyderabad.
2	Sri.M.Muthyalu, Lay secretary, GNGH, Charminar, Hyderabad
3	Sri.E.Rajender, Senior Assistant, O/o the Director, Department of AYUSH, TS, Hyderabad

Unani:

1	Dr.Mohd. Siddiqueuddin Ali Jawad, Associate Professor, GNTC, Hyderabad
2	M. Srinivas Chary, Lay Secretary & Treasurer Gr.II, JSPS Govt. Homoeopathic College, Ramanthapur, Hyderabad

Homoeo:

1	Dr.Rajni Chander, Associate Professor, JSPS, GHMC, Ramanthapur, Hyderabad
2	Sri.K.Satish, Administrative Officer, O/o the Director, Department of AYUSH, TS, Hyderabad
3	Sri.BHNV.Srinivas, Senior Assistant, DK.GHH,Ramanthapur Hyderabad (Now working at O/o the Director, Department of AYUSH, T.S. Hyderabad)

The above committees will take up the formulations and coding and Decoding of samples of Raw drugs & Packing Materials, Non tender items, Green Herbs, Cow Milk.

III. RAW DRUGS SELECTION COMMITTEES:-

The following Committees have been constituted for purchase of Raw Drugs and Packing Material, Green Herbs, Non Tender Items Green Herbs, Cow Milk, Transportation for the financial year 2017-2018

Ayurveda:

1	Dr.Ch.Ravi Kumar, Principal, AL GAC, Warangal.	Convener
2	Dr. A.Vijaya laxmi, Director I/c, DTL, Hyderabad	Member
3	Dr.Saileshnath Saxena, Associate professor, Dr.BRKR, GAC, Hyderabad	Member
4.	Dr.A.Sreedhar, Assistant Professor, AL GAC, Warangal	Member

Unani:

1	Dr.Rafeeq Ahmed, Senior Medical Officer, GIMP(U), Kattedan Hyderabad.	Convener
2	Dr.Md. Saleem Associate Professor, GNTC, Charminar, Hyderabad	Member
3	Dr.Naseemullah Khan, Senior Medical Officer, GNGH, Charminar, Hyderabad	Member
4	Dr.Md.Mohsin, Associate Professor, GNTC, Charminar, Hyderabad.	Member
5	Dr.S.J.B.Bukhari, Associate Professor, GNTC, Charminar, Hyderabad.	Member

Homoeo:

1	Dr.M.Narasimha Chary, Professor, JSPS, Government Homoeo Medical College, Ramanthapur, Hyderabad	Convener
2	Dr.I.Ramnath Raju, Associate Professor, JSPS, Government Homoeo Medical College, Ramanthapur, Hyderabad	Member
3.	Dr.J.Indhira, Associate Professor, JSPS, Government Homoeo Medical College, Ramanthapur, Hyderabad	Member
4.	Sri.T.Srinivasa Chary Lay Secretary, JSPS, GHMC, Ramanthapur, Hyderabad.	Member

The above committees will follow the procedure towards procurement of Raw drugs, packing materials, Green herbs Non-tender items, Cow Milk, Transportation, and see that the items received from the approved firms which are of good quality as per the samples selected by the sample selection committee and also verify the quantity of the items purchased /Received duly taking stock entries in the concerned stock registers and submit report to the O/o the Director, Department of AYUSH, T.S, Hyderabad basing on the Committee report the pharmacies will be permitted to claim the bills.

IV. BOARD OF INDIAN MEDICINE:

a. Composition:

Secretary and Inspector

b. Powers and Functions

He is the competent authority for issue of Sale License of Ayurveda, Homoeo and Unani medicines

c. Whether the meetings are open to public/Minutes of its meetings accessible for public:

At present, no Board meetings are held.

CHAPTER 10
Directory of Officers and Employees
[Section 4 (1) (b) (ix)]

Sl. No.	Name of office/ Administrative unit and address	Name & Designation of Officer/Employee	Telephone and fax office Tel: Residence tel: Fax:
1.	Directorate, Dept. of AYUSH, 5th Floor, TSGLI Building, Tilak Road, Abids, Hyderabad – 001 Email: ayushtdept@gmail.com	A.Rajender Reddy Director I/c.	Off: 24758409, 24758331 Fax: 24758410 Mobile:7660007084
2.	-do-	Dr.M.Guru Murthy, Additional Director (Ayurveda)	Off: 24758409, 24758331 Fax: 24758410 Mobile:9848332676
3.	-do-	Dr.Mir Yousuf Ali, Additional Director (Unani)	Off: 24758409, 24758331 Fax: 24758410 Mobile:7660007042
4.	-do-	Dr.A.Rajender Reddy, Additional Director (Homoeo.) I/c.	Off: 24758409, 24758331 Fax: 24758410 Mobile:7660007084
5.	-do-	Smt.K.Kamala, Deputy Director (Admn.)	Off: 24758409, 24758331 Fax: 24758410 Mobile:9618598606
6.	-do-	Sri.K.Satish, Administrative Officer,	Off: 24758409, 24758331 Fax: 24758410 Mobile:7660007086
7.	-do-	Sri.Syed Anwar Ahmed, Accounts Officer	Off: 24758409, 24758331 Fax: 24758410 Mobile:7660007087
8.	-do-	Sri.Syed Suhail Ahmed, Office Superintendent	Off: 24758409, 24758331 Fax: 24758410
9.	-do-	Smt.D.Shailaja, Office Superintendent	-do-
10.	-do-	Sri T.Shivaram,	-do-

		Office Superintendent	
11.	-do-	Sri K.Shyam Sunder Office Superintendent	-do-
12.	-do-	Smt.D.Shyama Prabha Office Superintendent	-do-
13.	-do-	Sri L.Kanaka Raju, Senior Assistant	-do-
14.	-do-	Sri.P.Sridhar Reddy, Senior Assistant	-do-
15.	-do-	Sri.T.Suresh, Senior Assistant	-do-
16.	-do-	Sri.C.M.Anand, Senior Assistant	-do-
17.	-do-	Sri.V.Shanker, Senior Assistant	-do-
18.	-do-	Sri.T.Sunil Singh, Senior Assistant	-do-
19.	-do-	Smt.P.Hiranmayi, Senior Assistant	-do-
20.	-do-	Smt.K.Bhagya Latha, Senior Assistant	-do-
21.	-do-	Sri.P.Prabhakar Reddy, Senior Assistant	-do-
22.	-do-	Smt.B.Anil Kumari, Senior Assistant (On deputation to T.S.Yogadhyayana Parishad)	-do-
23.	-do-	Sri E.Rajender, Senior Assistant (On deputation to T.S.Yogadhyayana Parishad)	-do-
24.	-do-	Smt.V.Vijaya Lakshmi Senior Assistant	-do-
25.	-do-	Smt.W.Bharathi, Stenographer	-do-
26.	-do-	Smt.G.Suvarna, Typist	-do-
27.	-do-	Sri P.Ramu, Typist	-do-
28.	-do-	Sri M.Ramesh, Junior Assitant	-do-
29.	-do-	Sri S.Rajeshwar, Junior Assistant	-do-
30.	-do-	Sri Md. Nazeer Junior Assistant	-do-
31.	-do-	Sri Md.Jahangeer	-do-

		Junior Assistant	
32.	-do-	Sri P.Srikanth Yadav Junior Assistant	-do-
33.	-do-	Sri P.Sai Prasanna Junior Assistant	-do-
34.	-do-	Smt. M.Chandrakala, Junior Assistant	-do-
35.	-do-	Sri.V.Balraj Record Assistant	-do-
36.	-do-	Sri.S.Mallesh, Ronoeo Operator	-do-
	Unit Officers		
37.	O/o. the R.D.D, Dept. of AYUSH, Revenue Colony, , Warangal – 506001	Dr.M.Vijay Kumar, Regional Deputy Director – Zone-V	Mobile:9948612321 / 9949472795 Email:warangalrdd@gmail.com
38.	O/o. the R.D.D, Dept. of AYUSH, D.No.3-3- 79, Dhanawantri Bhavan, Kachiguda, Khutbiguda, Hyderabad – 027	Dr.J. Vasantha rao, Regional Deputy Director – Zone-VI & Hyderabad city	Phone:04024617051 Mobile:9440881731 Email:regionaldeputydirector@g mail.com
39.	Dr.BRKR.Govt. Ayurvedic College, Vengal Rao Nagar, A.G's Colony Road, Hyderabad	Dr. T. Praveen Kumar, Principal	Mobile:9849148945 Phone:04023810236 Email:drbrkr@gac@gmail.com
40.	AL. Government Ayurvedic College, Laxmipur Colony, Warangal – 506001	Dr. Ch.Ravi Kumar, Principal	Mobile: 9441194819 Email: Principal.algacwgl@gmail.com
41.	Govt. Nizamia Tibbi College, Charminar, Hyderabad	Dr. Shazadi Sultana, Principal	Res: 040-24522048
42.	J.S.P.S. Govt. Homoeopathy Medical College, Ramanthapur, Hyderabad – 500013	Dr.N. Linga raju, Principal	Res: 040-27038815
43.	Government Ayurvedic Hospital, Charminar, Hyderabad	Dr.Y.Janardhan Reddy (I/c) Superintendent	Res: 040-24512927
44.	Government Ayurvedic Hospital, Vengal Rao Nagar, A.G's Colony Road, Hyderabad	Dr. R. Venkateshwara Rao Superintendent (I/c)	Res: 040-23704623
45.	Government Ayurvedic Hospital, Station Road, Old A.L. Govt. Ayur. College premises,	Dr. Ch. Ravi Kumar, Superintendent (I/c)	Res: 0870-2425823

	Warangal – 506001		
46.	Government Ayurvedic Hospital, Toopran (PO), Gajwel (M), Medak District.	Dr.G.Padmavathi, Sr. Medical Officer (Ayur)	Mobile:9848181156 Email:gorumuchupadmavathi@gmail.com
47.	Govt. Nizamia General Hospital, Charminar, Hyderabad	Dr.Parveen Sultana I/c. Superintendent	Res: 040-24568000 Mobile:9440986528 Email:superintendenttgngh@gmail.com
48.	Govt. Unani Hospital, Hanamkonda, Warangal District	Dr. Mahender Senior Medical Officer (Unani) (I/c)	Mobile:9700750231 Email:drmahendrakumar86@gmail.com
49.	Govt. Unani Hospital, Nizamabad - 503001	Dr.M.A.Majeed Senior Medical Officer (Unani)	Mobile:9441769977 Email:mail2.salman20@Yahoo.com
50.	Dharma Kiran Govt. Homoeo. Hospital, Behind T.V. Studio, Ramanthapur, Hyderabad – 500013	Dr. D.Vijay Kumar Superintendent	Mobile:9912262276 Email:dk.govt.hhrpurhyd@gmail.com
51.	Govt. Homoeo. Hospital, Mothigally, Hyderabad	Dr. B.Prameela, Superintendent	Mobile:9441030373
52.	Govt. Homoeo. Hospital, Bhongir, In the premises of Area Hospital, Bhongir, Nalgonda Dist.	B.Vijaya, Chief Medical Officer (FAC)	Mobile: 9440916391 bajjivijaya@gmail.com
53.	Board of Indian Medicine, Dept. of AYUSH, 5th Floor, TSGLI Building, Abids, Hyderabad – 001	Dr. A. Rajender Reddy, Secretary	Off: 24750011 Mobile: 7660007084
54.	Board of Indian Medicine, Dept. of AYUSH, 5th Floor, TSGLI Building, Tilak Road, Abids, Hyderabad – 001	Dr.C.Hemraj, Inspector,	Off: 24750011 Mobile: 9849050798
55.	O/o. the Director, Dept. of AYUSH, 5th Floor, TSGLI Building, Tilak Road, Abids, Hyderabad – 001	Dr. B. Sachin Chandra, Inspecting Medical Officer (Ayurveda) (I/c)	Off: 24758409, 24758331 Fax: 24758410
56.	-do-	Dr. T. Premananda Rao, L.R. I.M.O, (Ayur)	Off: 24758409, 24758331 Fax: 24758410 Mobile:9440171221

57.	-do-	Dr.V.Balakrishna Drug Inspector (Ayurveda)	Off: 24758409, 24758331 Fax: 24758410
58.	-do-	Dr.Shafeeq Ahmed, I/c. Drug Inspector (Unani)	Off: 24758409, 24758331 Fax: 24758410
59.	-do-	Dr.B.Venkat Ram Reddy, I/c. Drug Inspector (Homoeopathy)	Off: 24758409, 24758331 Fax: 24758410 Mobile:9885481155
60.	Govt. Indian Medicine Pharmacy (Ayurveda) Pharmacy,Shivarampal li, Kattedan, Hyderabad – 500252	Dr. C. Achita Reddy, Chief Superintendent (I/c), Kattedan, Hyderabad.	Mobile:9963684070 Email: chiefsupdt@gmail.com
61.	Govt. Indian Medicine Pharmacy (Unani) Pharmacy, Shivarampalli, Kattedan, Hyderabad – 500252	Dr. Liyakath Ali Khan, Chief Superintendent, Kattedan, Hyderabad.	Mobile:9440761472 Email: gimpukhyd@gmail.com
62.	Govt. Homoeopathy Pharmacy, Ramanthapur, Hyderabad – 500013	Dr. P.V.Satyanarayana Chief Superintendent (I/c)	Mobile:9032671905 Email: chiefsuperintendent2011@gmail.com
63.	Government Herbarium, Shivarampalli, Kattedan, Hyderabad – 500252	Dr.K.Murali, Superintendent	Mobile:9848946504 Email:govtherbariumunani@gmail.com
64.	Research Department (Ayurveda), Charminar, Hyderabad – 500013	Dr. R. Venkateshwara Rao, Research Officer (Ayurveda)	Mobile:9440553349 Email:grda1958@gmail.com
65.	Research Department (Unani), Charminar, Hyderabad – 500013	Dr. Shahbaz ahmed Research Officer (Unani)	Mobile:9848195067 Email:ahmedfarhath66@gmail.com
66.	Research Department (Homoeo.), in the premises of D.K.Govt. Homoeo. Hospital, Ramanthapur, Hyderabad – 500013	Dr. V. Sreedevi Research Officer (Homoeo.)	Mobile:9849314525 Email:rogrdh@gmail
67.	Govt. Ayurvedic Hospital, Charminar, Hyderabad	Dr. Y. Janardhan Reddy, Superintendent	Mobile:939474072 7799004590 Email:superintendentgah@yahoo.com

CHAPTER 11
Monthly remuneration received by Officers and Employees,
including the system of compensation as provided in Regulations
[Section 4 (1) (b) (x)]

Sl. No.	Designation	Gross Salary
1.	Dr.A.Rajender Reddy, M.D., Director I/c.	159741.00
2.	Dr. M.Guru Murthy M.D., Additional Director (Ayurveda)	169065.00
3.	Dr.Mir Yousuf Ali M.D., Additional Director (Unani)	141487.00
4.	Dr.A.Rajender Reddy M.D., Additional Director (Homoeo.) I/c.	159741.00
5.	Smt.K.Kamala, Deputy Director (Admn.)	77406.00
6.	Sri.K.Satish, Administrative Officer	88087.00
7.	Sri.Syed Anwar Ahmed, I/c.Accounts Officer	85878.00
8.	Dr.C.Hemraj, I/c.Inspector, Board of Indian Medicine	149132.00
9.	Dr. B. Sachin Chandra, Inspecting Medical Officer (Ayurveda) (I/c)	78376.00
10.	Dr. T. Premananda Rao, L.R. I.M.O. (Ayur)	145064.00
11.	Dr.V.Balakrishna, Drug Inspector (Ayurveda)	68927.00
12.	Dr.Shafeeq Ahmed,I/c. Drug Inspector (Unani)	74663.00
13.	Dr.B.Venkat Ram Reddy, I/c. Drug Inspector (Homoeopathy)	132771.00
14.	Sri.Syed Suhail Ahmed, Office Superintendent	62744.00
15.	Smt.D.Shailaja, Office Superintendent	90316.00
16.	Sri T.Shivaram, Office Superintendent	61056.00
17.	Smt.D.Shyama Prabha Office Superintendent	62664.00
18.	Sri L.Kanaka Raju, Senior Assistant	62754.00
19.	Sri.P.Sridhar Reddy, Senior Assistant	50249.00
20.	Sri.T.Suresh, Senior Assistant	50249.00
21.	Sri.C.M.Anand, Senior Assistant	53061.00
22.	Sri.V.Shanker, Senior Assistant	47544.00
23.	Sri.T.Sunil Singh, Senior Assistant	57585.00
24.	Smt.P.Hiranmayi, Senior Assistant	46298.00
25.	Smt.M. Bhagya Latha, Senior Assistant	44298.00

26.	Sri.P.Prabhakar Reddy, Senior Assistant	44951.00
27.	Smt.V.Vijaya Lakshmi Senior Assistant	46298.00
28.	Smt.W.Bharathi, Stenographer	78031.00
29.	Smt.G.Suvarna, Typist	45371.00
30.	Sri P.Ramu, Typist	35421.00
31.	Sri M.Ramesh, Junior Assitant	35994.00
32.	Sri S.Rajeshwar, Junior Assistant	35994.00
33.	Sri Md. Nazeer Junior Assistant	35001.00
34.	Sri Md.Jahangeer Junior Assistant	32234.00
35.	Sri P.Srikanth Yadav Junior Assistant	31078.00
36.	Sri P.Sai Prasanna Junior Assistant	31338.00
37.	Smt. M.Chandrakaala, Junior Assistant	30502.00
38.	Sri.V.Balraj Record Assistant	61016.00
39.	Sri.S.Mallesh, Ronoee Operator	57545.00
40.	Sri.Jayaram, L.R Driver	23900.00

CHAPTER 12
Budget allocated to each agency including plans etc.
[Section 4 (1) (b) xi]

(Rs. in lakhs)

Year-wise details of Budget

Component	2014-15		2015-16		2016-17	
	BE	Expenditure	BE	Expenditure	BE	Expenditure
Non-Plan	9974.51	7565.84	15201.87	11361.79	14727.24	13374.92
Plan	1235.89	20.44	1603.89	933.53	2880.32	31.99

CHAPTER 13
Manner of execution of subsidy programmes
[Section 4 (1) (b) xii]

Name of programme/ activity	Nature/Scale of subsidy	Eligibility criteria for grant of subsidy	Designation of officer to grant subsidy
Provide medical facility to the public of rural areas.	<p>PRC – G.O (P) No.507, dt.10/06/2004. Vide G.O.Ms.No. 18, HM&FW Dept., dt.21/01/2004 the subsidy given to Rural Medical Practitioner has been enhanced from Rs.2000/- to Rs.3000/- per month and for Maternity Assistant from Rs.1000/- to Rs.1500/-.</p> <p>According to G.O.Ms.No.153, HM&FW (R.2) Dept., dt.11/05/2005, the honorarium given to the 'Vaidya Vidwan' candidates (around 32) working in rural dispensaries has been enhanced from Rs.3000/- to Rs.5000/- per month.</p>	Rural medical practitioners Certificate and Vaidya Vidwan in Ayurvedic System.	Additional Directors concerned

Name of programme/ activity	Application procedure	Sanction procedure	Disbursement procedure
Provide medical facility to the public in rural areas	Application of qualified Rural Medical Practitioner forwarded by M.P.D.O	On the basis of confirmation of R.M.P	As per the subsidy fixed by the Government.

CHAPTER 14
Particulars of recipients of concessions, permits or authorisation granted by the public authority
[Section 4 (1) (b) xiii]

Institutional Beneficiaries

Name of programme/Scheme:				
Sl. No.	Name & address of recipient institutions	Nature/quantum of benefit granted	Date of grant	Name and designation of granting authority
Nil				

Individual Beneficiaries:

Name of programme/Scheme:				
Sl. No.	Name & address of recipient institutions	Nature/quantum of benefit granted	Date of grant	Name and designation of granting authority
Nil				

CHAPTER 15
Information available in electronic form
[Section 4 (1) (b) x (iv)]

The Departmental information including Government Orders, Acts, Rules etc., are available with Sri.K.Satish, Administrative Officer, O/o. the Director, Department of AYUSH, T.S., 5th Floor, TSGLI Bldg., Tilak Road, Abids, Hyderabad. The public can approach him on any working day during office hours.

CHAPTER 16
Particulars of facilities available to Citizens for obtaining information
[Section 4 (1) (b) xv]

Facility	Description (location of facility/Name etc.)	Details of information made available
Notice Board	Available at all Unit Offices	All public related announcements.

CHAPTER 17
Names, Designations and other particulars of Public Information Officers
[Section 4 (1) (b) xvi]

State Public Information Officer (s):

Sl. No.	Name of the office/ administrative unit	Name & designation of PIO	Office Tel: Residence Tel: Fax:
1.	Directorate, Dept. of AYUSH – Homoeo. System	Dr.A.Rajender Reddy, Additional Director (Homoeo.)	Off: 24758409, 24758331 Fax: 24758410 Mobile:7660007084 Email:ayushtdept@gmail.com

2.	Directorate, Dept. of AYUSH – Ayurveda System	Dr.M.Guru Murthy, Additional Director (Ayurveda)	Off: 24758409, 24758331 Fax: 24758410 Mobile:9848332676
3.	Directorate, Dept. of AYUSH – Unani System	Dr.Mir Yousuf Ali, Additional Director (Unani)	Off: 24758409, 24758331 Fax: 24758410 Mobile:7660007042 Email:ayushtdept@gmail.com
4.	Directorate, Dept. of AYUSH – Administration	Sri.K.Kamala, Deputy Director (Admn.)	Off: 24758409, 24758331 Fax: 24758410 Mobile:9618598606 Email:ayushtdept@gmail.com
5.	Directorate, Dept. of AYUSH – Acts & Govt. orders	Sri.K.Satish, Administrative Officer	Off: 24758409, 24758331 Fax: 24758410 Mobile:7660007086 Email:ayushtdept@gmail.com
6.	Directorate, Dept. of AYUSH – Accounts/Budget Matters	Sri Syed Anwar Ahmed, Accounts Officer	Off: 24758409, 24758331 Fax: 24758410 Mobile:7660007087 Email:ayushtdept@gmail.com

Public Information Officer of Regional Offices:

Sl. No.	Name of the office	Administrative unit	Name & designation of PIO	Office Tel: Residence Tel: Fax:
7.	O/o. the R.D.D, Dept. of AYUSH, Revenue Colony, , Warangal – 506001	Adilabad,Bhadradi Kothagudem, Jagtial, Jangaon, Karimnagar, Khammam, Komaram Bheem Asifabad, Mahabubabad, Mancherial, Nirmal, Peddapalli, Rajanna Sircilla, Warangal (Rural),Warangal (Urban)	Dr.Vijay Kumar, Regional Deputy Director	Phone:9949472795 Mobile:9948612321 Email:warangalrdd@gmail.com
8.	O/o. the R.D.D, Dept. of AYUSH, D.No.3-3-79, Dhanawantri Bhavan, Kachiguda, Khutbiguda, Hyderabad – 027	Hyderabad, Jayashankar Bhoopalpally, Jogulamba Gadwal, Kamareddy, Mahbubnagar. Medak, Medchal. Nagarkurnool, Nalgonda, Nizamabad, Ranga Reddy, Sangareddy, Siddipet, Suryapet, Vikarabad, Wanaparthy, Yadadri Bhuvanagiri	Dr.J.Vasantha Rao, Regional Deputy Director	Phone:04024617051 Mobile:9440881731 Email:regionaldeputydirector@gmail.comRes:

Public Information Officers in the Units of the Department:

Principals/Superintendents and all heads of the Units are the Public Information Officers of their respective Units / Institutions.

Appellate Authority

Sl. No.	Name, Designation & Address of Appellate Officer	Jurisdiction of Appellate Officer (Offices/Administrative units of the authority)	Office Tel: Res. Tel: Fax:	Email
1.	Dr.A.Rajender Reddy, Director I/c. 5th Floor, TSGLI Bldg., Tilak Road, Abids, Hyderabad.	Entire Departmental matters.	Off: 24758409, 24758331 Fax: 24758410 Mobile:7660007084	-

Sd/- Dr.A.Rajender Reddy,
Director I/c.

Administrative Officer,
Department of AYUSH,
T.S., Hyderabad