

Allotted Functions of Officers of the Directorate of Health Services, Assam

1. **Director of Health Services, Assam:**

All matters relating to appointment, transfer, promotion and disciplinary action of all non gazetted staffs under Health & Family Welfare (A) Department and exercise of executive powers delegated under executive manual of the Govt. Exercise of financial powers as delegated in Assam Financial Rules, 1935 and subsequent delegation of financial powers on Office Memorandum issued by the Finance Department. Planning and development matters of the Health Department and implementation of all development programmes including National Programmes of the State. Preparation of State Plan and Non Plan Budget under Health & Family Welfare (A) Department and expenditure thereof. The other subjects are Assam Health Establishment Authority, Medical Reimbursements etc. The DHS, Assam is also the President of the Assam Nurses' Midwife & Health Visitors' Councils and the Chief Registrar, Births & Deaths, Assam.

2. **Additional Director of Health Services (G), Assam:**

Chairman of the State Standing Medical Board, Member Secretary of Scrutiny Committee of Health Establishment Authority, SPIO, Directorate of Health Services, Assam and any other works which may be allotted by the DHS, Assam from time to time. Member Secretary of State Level Authorization Committee for Organ Transplant. He also looks after Medical Reimbursements.

3. **Additional Director of Health Services (SP), Assam:**

Nodal Officer for National Leprosy Eradication Programme, Assam and other special programmes of the State, viz NPCDCS & NPHCE, IDD, NPPCF, Yaws and Nodal Officer, National Mental Health Programme. He is also the Nodal Officer for NPCB

4. **Additional Director of Health Services (Hills), Assam:**

He / She looks after all matters relating to Hill Districts of Assam.

5. **Additional Director of Health Services (LAR), Assam:**

He / She is the in-charge of the Lower Assam Region and i/c of Central Drug Ware House, Assam, Naregni, Guwahati

6. **Additional Director of Health Services (UAR), Assam:**

He / She is the in-charge of health department of Upper Assam Region.

7. **Joint Director of Health Services (HQ), Assam:**

He will assist the DHS, Assam in all matters of the Directorate of Health Services, Assam and liaso with the Health Secretariat / Assembly Secretariat and also control the Statistical Branch and the Births & Deaths Registration of the State.

8. **Drugs Controller:**

All matters relating to the works under Drugs & Cosmetic Act, 1940 Rules, 1945 & Blood Bank Licensing Authority.

9. **Public Analyst to the Govt. of Assam, Health & FW Department:**

He is the in-charge of public health, sanitation, food and public health laboratory of Govt. of Assam.

10. **Joint Director of Health Services (Opthl), Assam:**

State Programme Officer, National Programme for Control of Blindness.

11. **Joint Director of Health Services (HEB), Assam:**

All matters relating to Health Education of the State, Health Education Bureau, NIDDCP, National Programme for Prevention and Control of Deafness & Burn Injuries.

12. **Joint Director of Health Services (PH), Assam:**

All matters relating to Public Health. He is also the SPO of NPCDCS & NPHCE.

13. **Joint Director of Health Services (Leprosy), Assam:**

State Programme Officer, National Leprosy Eradication Programme, Assam.

14. **Joint Director of Health Services (Nursing), Assam:**

All matters relating to establishment of Nursing, Assam Nursing Council & General Midwifery and ANM & GNM Training Schools.

15. **Joint Director of Health Services (Malaria), Assam:**
State Programme Officer, National Vector Borne Disease Control Programme (NVBDCP), Assam.
16. **Joint Director of Health Services (TB), Assam:**
State Programme Officer, Revised National Tuberculosis Control Programme (RNTCP), Assam.
17. **Joint Director of Health Services (Technical), Assam:**
He / She is the in-charge of State Health Transport & Equipments Organization.
18. **Joint Director of Health Services of the District:**
There are one each Jt.DHS of the District of Assam. He is overall in-charge of Health Department of the District.
19. **Joint Drugs Controller:**
Drugs Licensing Authority, Assam.
20. **Senior Finance & Accounts Officer:**
He / She looks after all the financial matter under Directorate of Health Services.
21. **Dy. DHS (Pharmacy):**
He / She is responsible in assisting the DHS, Assam in the administration of the Pharmacists of the State.
22. **Dy. DHS (Ayurvedic):**
He / She is responsible in assisting the DHS, Assam in the administration of the ayurvedic of the State
23. **Dy. DHS (Homeo):**
He / She is responsible in assisting the DHS, Assam in the administration of the Homeopaths of the State.
24. **Dy. DHS (Nursing):**
She is to assist the Jt.DHS (Nursing) in matters of establishment, planning evaluation and monitory of ANM staffs and the Medical Sub-Centers of the State.
25. **Dy. DHS (HEB):**
He / She will assist Jt.DHS (HEB) and Programme Officer of NIDDP, NTCP & NPPCF.
26. **Senior Research Officer (SRO):**
He / She is the in-charge for preparation of plan and evaluation of the department.
27. **Designated Officer, Food Safety (HQ):**
He / She is the in-charge of food safety measures and assist to Commissioner, Food Safety
28. **Planning Officer:**
He / She will assist DHS, Assam in plan matters.
29. **Research Officer (RO):**
He / She will assist SRO and PO.
30. **Statistical Officer (SO):**
He / She will assist DHS, Assam in statistical matter.
31. **Statistician (Gazetted):**
He / She will assist DHS, Assam in relating to the Civil Registration of Birth and Death.