

**DETAILS OF INFORMATION UNDER SECTION 4  
OF THE RIGHT TO INFORMATION ACT, 2005.**

**INSTITUTE OF PSYCHIATRY AND HUMAN BEHAVIOUR  
BAMBOLIM – GOA.**

***Section 4 (1) (b) (i) : Particulars of this organization, functions and duties.-***

**1. Aims and Objectives:**

The main objectives of setting up of this Institute were:

- (1) To provide optimal tertiary level Mental Health Care Services in the State of Goa which includes therapeutic and rehabilitative services;
- (2) To impart Under-Graduate and Post-Graduate teaching courses in Psychiatry and related discipline, conducted by the Goa University to which the Institute is affiliated;
- (3) To offer training and research in various disciplines of Psychiatry.
- (4) To provide preventive and therapeutic psychiatric community services.

**2. Mission / Vision of the Department:**

The vision of this Institute is to impart quality psychiatric services to all sections of the society and further improve the mental health in the State.

**3. Brief History and background of establishment of the public authority:**

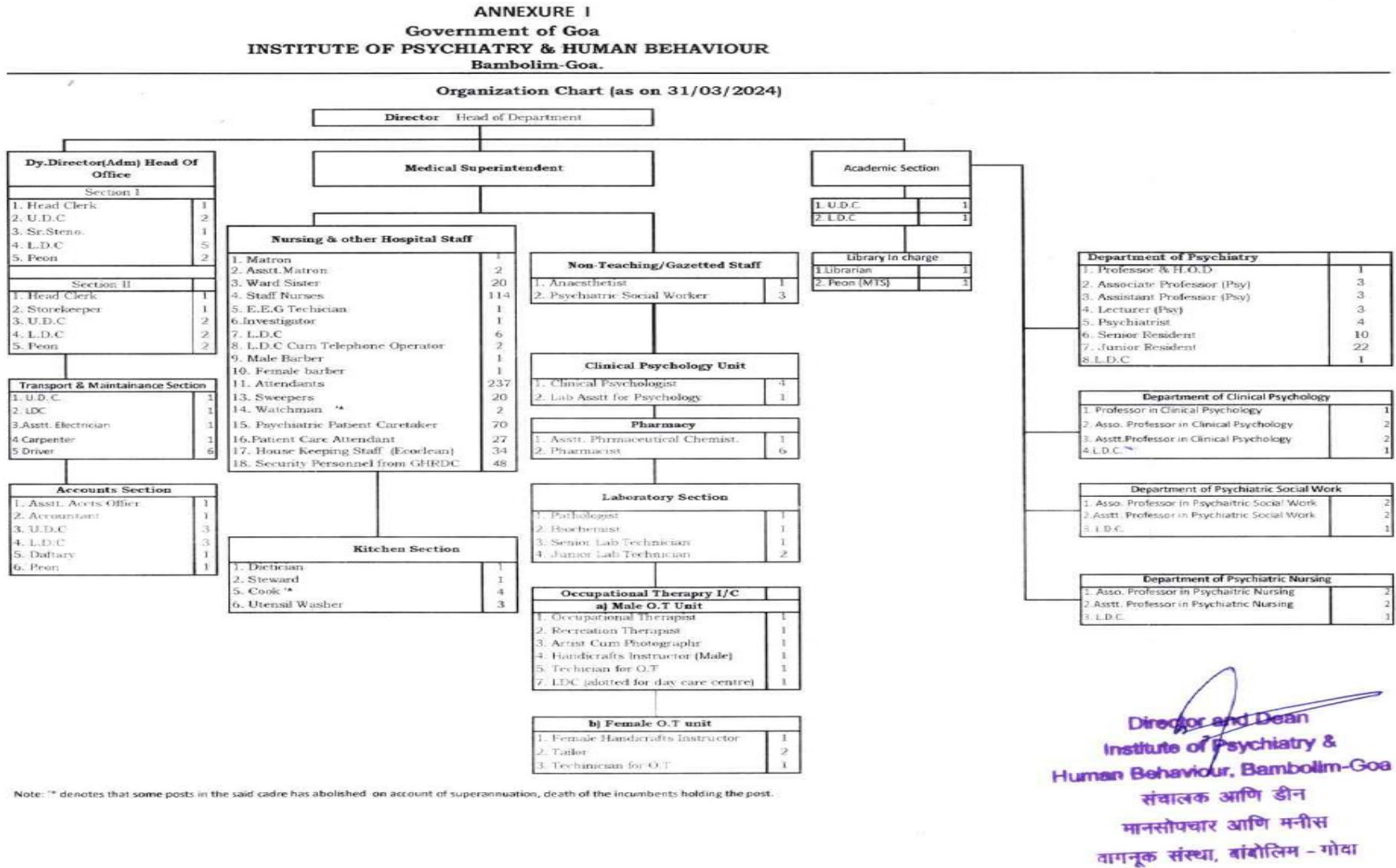
The Institute of Psychiatry and Human Behaviour (IPHB) was established as an independent entity on 8<sup>th</sup> December 1980 and the Department of Psychiatry of the Goa Medical College was amalgamated into one single Department of the Government at Institute of Psychiatry and Human Behaviour.

The IPHB was shifted from Altinho, Panaji to a newly built premises admeasuring 27.6 Hect. of land on 28<sup>th</sup> May 2001, in close proximity with the tertiary care hospital, Goa Medical College, Bambolim Goa.

At present bed strength of the Hospital is 190. The IPHB primarily seeks to provide preventive, curative and rehabilitative mental health services.

Currently IPHB has 05 male and 04 female wards for patients. In addition there are separate wards for patients coming from the prisons.

4. Structural Organization Chart of the Office of Institute of Psychiatry and Human Behaviour, Bambolim Goa.



**5. Main activities / functions of the public authority**

- a) Patient care
- b) Teaching and Training the student.

**6. Citizen interaction Expectations of the public authority from the public for enhancing its effectiveness and efficiency.**

The public can approach this institution for seeking help for various mental health problems. Citizens are expected to follow the instructions provided b y the hospital staff to ensure efficient service.

**7. Postal address of the Hospital :**

Institute of Psychiatry and Human Behaviour,  
Opposite Shrine Holy Cross,  
Bambolim- Goa. 403202.

**8. Administration / Accounts office working hours**

- a) 9.30 a.m. to 1.15 p.m and 2.00 p.m. to 5.45 p.m.  
(Monday to Friday)  
(Lunch break is between 1.15 p.m. to 2.00 p.m.)  
(Saturday and Sunday Off)
- b) **Hospital office working hours**
  - i) 9.00 a.m. to 1.00 p.m. and 2.30 p.m to 5.00 p.m.  
(Monday to Friday)  
9.00 a.m. to 1.00 p.m (on Saturday) & (Sunday off)
  - ii) OPDs are conducted on working days except Sundays and Public Holidays.  
However, 24 hours emergency services are provided on all days.
  - iii) Routine O.P.D. and registration timings are from 9.00 a.m. to 1.00 p.m.,  
O.P.D. registration for new cases from 9.00 a.m. to 11.00 a. m.

**Section 4 (1) (b) (ii) :- The Powers and duties of its officers and employees.**

Sr. No.	Designation	Powers		Duties
1	Director/Dean (additional charge)	<b>Adminis trative</b>	<b>Financial</b>	1) To perform duties of HOD extensive practical and administrative work in the Medical Research/ Medical Profession overall in charge of Hospital/Institution. 2) Job involved in medical relief, medical education, Public Health Organization, Communication proficiency, management skill, organizational capabilities, team spirit and leadership qualities. Any other duties organized by superiors.
		Head of Departm ent	All financial Powers	
2	Dy. Director (Admn.)	Head of Office	Head of Office	1) Common Category post, Head of Office, involves additional responsibility for Vigilance & Public Relations.

				2) Any other duties as assigned by the superior authority from time to time.
3	Professor & H.O.D Psychiatry	Related to teaching		1) Plan and implement the teaching scheme for Post-Graduate instruction in the specialty. 2) Assist the Director to implement Government Policy as regards the Institution. 3) Guide Research activities in the Institute. 4) Teach P.G & U.G Students. 5) Render Clinical Service to Outdoor & hospitalized patients and Liaison services to other Clinical departments at Goa Medical College. 6) Any other duties as assigned by the superior authority from time to time.
4	Associate Professor in Psychiatry			1) Teach P.G & U.G Students. 2) Guide & Conduct Research activities. 3) Render Clinical Service to Outdoor & hospitalized patients. 4) Render Liaison services to other Clinical departments at Goa Medical College. 5) Any other duties assigned by the superiors from time to time.
5	Associate Professor in Psychiatric Social Work			1) To perform duties of HOD (Psychiatric Social Work) as and when required, that is to plan and implement teaching scheme/curriculum for post graduate and undergraduate students in specialty. 2) Teach Post Graduate & Under Graduate Psychiatric Social Work students. 3) Assisting in social investigation of the patients (out-door & hospitalized) background to enable clinical staff to arrive at proper diagnosis of the case and aiding the patients to get himself/herself, rehabilitated in society and home after clinical recovery. 4) To assist in the rehabilitation of the patient through liaison efforts. 5) Any other duties assigned by the superiors from time to time.
6	Assistant Professor in Psychiatry			1) Teach P.G. & U.G. Students 2) Guide & Conduct Research activities. 3) Render Clinical Service to patients, serve as consultant to other colleagues.

				4) Any other duties assigned by the superiors from time to time.
7	Assistant Professor Psychiatric Social Work			1) Teach Post Graduate & Under Graduate students. 2) Guide & conduct research activities. 3) To conduct assessment of (outdoor & in-patients) social, emotional, interpersonal and socioeconomic issues in aiding the patients to get himself/herself, rehabilitated in society and home after clinical recovery. 4) To assist in the rehabilitation of the patient through liaison efforts. 4) Any Other duties assigned by the superiors from time to time.
8	Assistant Professor Psychiatric Nursing			1) Teach Post Graduate & Under Graduate Psychiatric Nursing students. 2) Guide & conduct Research activities. 3) Render Clinical service to patients. 4) Any Other duties assigned by the superiors from time to time.
9	Lecturer			1) Teach P.G. & U.G. Students. 2) Render Clinical Service to patients. 3) Serve as Consultant to other Colleagues. 4) Conduct research activities. 5) Any other duties assigned by the superiors from time to time.
10	Clinical Psychologist			1) Duties including Psycho diagnostics, Personality assessment and Psychotherapy. 2) Apart from said clinical work their duties involve in guiding and teaching MD, DPM psychiatry students and guiding M.Sc. psychology students posted at the Institute for internship. 3) They deliver lectures in Clinical Psychology for MBBS and nursing students. 4) Any other work as assigned by the superiors from time to time.
11	Anaesthetist			1) Administration of Anaesthesia for treatment of patients. 2) Teaching P.G. Students. 3) Any other duties assigned by the superiors from time to time.
12	Pathologist			1) Carrying out Laboratory investigations. 2) Supervisory work for investigations done by Sub-ordinate staff.

				3) Administrative duties and teaching. 4) Any other duty assigned by the Superiors from time to time.
13	Medical Superintendent	Hospital Administration	No financial Powers	1) Supervision and control over the functioning of the wards in the hospital as well as O.P.D Officer in over-all charge of Medico Legal cases admitted in the Hospital or referred to it responsible to the Director for administration of the provisions of Indian Lunacy Act and rules made there under.  2) Any other duties as assigned by the superior authority from time to time.
14	Biochemist			1) Supervision and quality control over biochemical investigations suggested by Medical experts. 2) Administrative responsibility for the functioning of the Biochemistry Unit. 3) Any other duties as assigned by the superiors from time to time.
15	Psychiatric Social Worker			1) Assisting in the Social investigation of the patients background to enable Medical Staff to arrive at proper diagnosis of the case and aiding the patients to get himself/herself rehabilitated in Sociality and home after Clinical recovery.  2) Any other duties assigned by the superiors from time to time.
16	Assistant Accounts Officer			1) Drawing and disbursing Officer. 2) Scrutinized all types of bills pertaining to this Institute. 3) Daily verification of the Cash book as well as verification of physical cash. 4) Checking of all the registers pertaining to accounts. 5) Maintained Plan (Revenue), Plan (Capital) and Non-Plan expenditure. 6) Drafting the annual plan. 7) Dealing with the matters connected with Public Accounts Committee. 8) Attending meetings as regards to plan expenditure. 9) Any other work assigned by the superiors from time to time
17	Assistant Pharmaceutical Chemist			1) Supervision and control over the functions of the Hospital Pharmacy, including acquisition of drugs.

				2) Any other work assigned by the superiors from time to time.
18	Senior Resident			1) Teaching Junior Resident Doctors in the field of Psychiatry. 2) Rendering Medical Services to the patients. 3) Any other work assigned by the superiors from time to time.
19	Junior Resident			1) Assist the doctor-in-charge of the Ward in the clinical care of the patients admitted in the Ward. 2) Assist the Senior Resident in the O.P.D. proceedings. These posts are generally filled by student registered for post graduate course in Psychiatry and they are expected to maintain good process academically also while attending the clinical duties. 3) Any other work assigned by the superiors from time to time.
21	Asst. Matron			1) Nursing duties: Officiate for the Matron in her/his absent. 2) Assistant Matron in (A) Deploying personal in the Units. (B) Counselling and guidance to the Nursing Staff and Students. 3) Arrange for orientation ward conferences and service education. 4) To supervise the working and maintenance to Nursing hostel. 5) To control over the stores held by wards. 6) Any other work assigned by the superiors from time to time.
22	Ward Master/Sister			<b>I. Patients Care:</b> (a) A complete nursing care of patients such as admission discharge, personal comfort, physical, mental, spiritual and social safety, diet, administration of drugs and treatment, observation, recording and reporting.  (b) Implement Doctor's orders and assist him in investigations and treatment. Maintain patients records including vital statistics.  (C) Help with the medical and nursing research.  <b>II. Supervision;-</b> 1. Assign duties to staff nurses, students and domestic, orientation of new staff, discipline of nursing

				<p>and domestic staff 7 report any adverse condition.</p> <ol style="list-style-type: none"> <li>2. Maintain good interpersonal relationship in the department, in the hospital and with the public.</li> <li>3. Provide supplies and equipments and ensure their maintenance, wear and tear, condemnation, new indents and periodic inventory of the items.</li> <li>4. Report any medico-legal case in the ward.</li> <li>5. Submit the confidential report of staff.</li> </ol> <p><b>III. Education:-</b> Teach staff nurses, students, domestic staff, patients and relations by ward teaching, incidental teaching conference, bed side clinic, demonstration nursing care study and nursing care plan, supervision and evaluation reports.</p> <p>Any other work assigned by the superiors from time to time.</p>
23	Dietician			<ol style="list-style-type: none"> <li>1) Menu Planning, Food Purchasing.</li> <li>2) Supervision of food preparation, Placing requisition of needs equipment and supplies, supervision of food and distribution.</li> <li>3) Assignment of duties, supervision of personnel.</li> <li>4) Supervision of departmental sanitation. 5) Modification of the general menus to meet the needs of individual patients.</li> <li>6) Any other work assigned by the superiors from time to time.</li> </ol>
24	Staff Nurse			<p>The staff nurse is responsible for the complete nursing care of the patients assigned to her. The following duties would be shared with nursing students. If any, and auxiliary staff such as nursing orderlies, wardboys, Ayas, Sweeper as the situation warrant.</p> <p><b>I. General care of the patients:-</b></p> <ol style="list-style-type: none"> <li>1. Admission and discharge of patients.</li> <li>2. Assistance and instructions to patients and their relations.</li> <li>3. Bathing patients including daily care of mouth, nails and pressure points.</li> </ol>



				<p>4. Four hourly, or more frequent attention to pressure points.</p> <p>5. Giving and removing of bed pans and urine pets.</p> <p>6. Giving and removing of hot water bottles.</p> <p>7. Bed making.</p> <p>8. Feeding of patients.</p> <p>9. Distribution of diets, milk etc.</p> <p>10. Preparation of special food, eggs, milk etc.</p> <p><b>II. Technical nursing care of patients:-</b></p> <p><b>Administration of medicine.</b></p> <p>a) Administration of Injection.</p> <p>b) Assistance in administration of intraceneous injections.</p> <p>c) Preparing for injections and cleaning up.</p> <p>d) Recording of medicines and injections given.</p> <p>e) Taking and charting T.P.</p> <p>f) Rounds with doctor.</p> <p>g) Technical proceed res e.g. enema, catherization, dressings, irrigations, oxygen therapy, preparing for and cleaning up after procedures.</p> <p>h) Preparation for and assistance in clinical tests and medical procedures.</p> <p>i) Pre-and post operative care.</p> <p>j) Urine testing.</p> <p>k) Collecting labeling and dispatching of specimens.</p> <p>l) Escorting patients to and from departments.</p> <p>m) Giving and receiving reports.</p> <p><b>III. Ward management.</b></p> <p>a) Handing over and taking charge of shift.</p> <p>b) Keeping the ward clean and tidy.</p> <p>c) Preparation of surgical supplies, bandages, splints.</p> <p>d) Routine care and cleaning of dressing trollys, cupboards, apparatus, mackintosh etc.</p> <p>e) Care of clean and soiled lines.</p> <p>f) Disinfection of linen, beds, floor and bed pans.</p> <p><b>IV. GENERAL:-</b></p> <p>1. Demonstration and guidance to student nurses and domestic staff.</p> <p>2. Supervision of domestic staff.</p>
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25	Occupational Therapist			<p>1) Assessing the patients for Occupational Therapy.</p> <p>2) Liason with Medical Staff for Co-ordination in Therapic activities.</p> <p>3) Supervision and guidance of technician for O.T.</p> <p>4) Any other work assigned by the superiors from time to time.</p>
26	Head Clerk			<p>1) Supervision and control over the matters of construction of Building for Institute of Psychiatry &amp; Human Behaviour, Bambolim Complex.</p> <p>2) All pension cases of Group C &amp; D Staff. 3) Verification of service of the staff and issue the certificate in Form 4.</p> <p>4) Disposal of linen &amp; other unserviceable articles by Public Auction etc.</p> <p>5) Besides the General Supervision and Control of the function and Staff in his Sub-Section, the Head Clerk is to substitute the duties and other responsibilities of the Head Clerk of other Sub-Section in his absence.</p> <p>6) The Head Clerk is to handle personally the maintenance of all the standing instructions regarding the posts and recruitment policies, maintenance of different rosters required as per R.R's and reservation of vacancies for different categories as per Government policy, preparation and maintenance of upto date as per seniority lists of all the categories and looking after budget provisions of all the posts.</p> <p>7) Any other work assigned by the superior authorities from time to time.</p>
27	Accountant			<p>1) Supervising the Accounts Section.</p> <p>2) Checking of all types of bills, writing of pay bill register, reconciling of figures, preparation of revised Estimates and Budget estimates.</p>

				<p>3) Checking of all the files relating to accounts matter.</p> <p>4) Preparation of bills when the dealing hand is overloaded.</p> <p>5) Visiting Directorate of Accounts in connection with official matters.</p> <p>6) Any other work assigned by the superiors from time to time.</p>
28	Female Handicraft Instructor			<p>1) To train the patients in the Hospital in various handicrafts, as per the direction of the Occupation Therapist.</p> <p>2) Any other work assigned by the superiors from time to time.</p>
29	Librarian			<p>1) In-charge of departmental library and other duties of library which is essential for the reference purposes in teaching and academic organization.</p> <p>2) Any other work assigned by the superiors from time to time.</p>
30	Laboratory Assistant Psychology			<p>1) To Assist the Clinical Psychologist in clinical activities.</p> <p>2) Any other work assigned by the superiors from time to time.</p>
31	Artist cum Photographer			<p>1) Preparation of Graphics, Illustrations, Charts etc., for teaching and academic purposes.</p> <p>2) Photographics and re-photographics work. Preparing films, teaching artistic skills as a part of occupational therapy of the patients.</p> <p>3) To impart the skills of drawing and painting to service users attending occupational therapy as prescribed by Occupational therapist.</p> <p>4) To maintain the records of the service users benefited with the skills and records of the raw material and finished products.</p> <p>5) Preparation of IEC (Information Education Communication) material.</p> <p>6) Making vedios for IEC purpose in local language, for public education purpose.</p> <p>7) Preparing various types of certificates required by this Institute, ie. CME participation, Credit point certificate, Certificate issued to students for participating in various programs of IPHB.</p>

				<p>Certificate issued to students.</p> <p>8) Preparation of Banner content for various programs of IPHB.</p> <p>9) Any other works as assigned by the superiors from time to time.</p>
32	Senior Technician			<p>1) Assist the pathologist &amp; Biochemist in Clinical investigation of pathological conditions of patients.</p> <p>2) To look after the maintenance of the Laboratory equipments.</p> <p>3) Any other work assigned by the superiors from time to time.</p>
33	Junior Technician			<p>1) To collect the blood sample of the patients, to examine blood, urine and stool of the patients pathologically and or biochemically.</p> <p>2) To keep the laboratory clean and adequately stocked with required forms and stationery.</p> <p>3) To maintain cordial public relation to perform duties as may be assigned by the Laboratory in-charge.</p> <p>4) Analytical data maintenance.</p> <p>5) Any other work assigned by the superiors from time to time.</p>
34	Pharmacist			<p>1) Assist the in-charge of the hospital Pharmacy.</p> <p>2) To prepare various formulations and also in dispensing drugs at the counter.</p> <p>3) Any other work assigned by the superiors from time to time.</p>
35	Steward			<p>1) In- charge of Departmental Kitchen Section, responsible for kitchen, functions of providing food for hospital patients as per approved timings etc.</p> <p>2) Any other work assigned by the superiors from time to time.</p>
36	Sr. Stenographer			<p>1) Personnel Assistant to Director/Dean and Dy. Director (Adm.)</p> <p>2) Taking dictations given by the Director/Dean and also by Dy. Director (Adm.), IPHB.</p> <p>3) Attending Fax and E mail.</p> <p>4) Recording and writing of all minutes of the meetings convened.</p> <p>5) Maintaining the following files &amp; Diary :-</p> <p>a) Appointment diary of the Director/Dean &amp; Dy. Director (Adm.)</p>

				<p>b) All confidential matters/files.</p> <p>6) She will also assist Assistant Public Information Officer and Public Information Officer of this Institute in dealing with Right to Information Act Matters.</p> <p>7) Any other work assigned by Director/ Dean, Dy. Director (Adm.) and superiors authorities from time to time.</p>
37	EEG Technician			<p>1) Day to day maintenance of E.E.G. machine with the department to assist in recording E.E.G. etc. he will be preparing the patients suitably for E.E.G.</p> <p>2) Any other work assigned by the superiors from time to time.</p>
38	UDC			<ul style="list-style-type: none"> <li>•Preparation of F.V.C. bills, salary bill of Group C Staff, Leave Encashment and Tuition fees bills of Group C Staff, preparation of A.C. &amp; D.C. bills sending of Plan Expenditure, preparation of arrears bills.</li> <li>•Disbursement of cash to the staff, writing of cash book, undisbursed register, cheque register, crediting of money by chalan to Government Treasury, issuing of salary certificates and filling of leave orders, preparation of permanent advance bills and maintenance of permanent advance register, going to bank for collecting cash, sending of F.V.C. cheques to the concerned parties and filling of receipts thereof.</li> <li>•Preparation of salary bills of Group D staff, Resident Doctors salary and of plan staff, preparation of arrears bills of Group D and Resident doctors preparation of leave encashment bills, of Group D staff writing of pay bill register and allied correspondence.</li> <li>• Processing of Pension cases of all groups 'C' &amp; 'D' staff. Procurement of stationery from the Govt. Printing Press and all other connected matters. Condemnation of linen, auction of unserviceable articles etc. Area of land at Altinho and Bambolim complex and other connected matters. Weeding of files/ records pertaining to stores. Verification of qualifying service</li> </ul>

				<p>after 25 years of service or five years before retirement. All matter regarding transport particularly issuing of passes to the staff. Any other work given by the H/C(S).</p> <ul style="list-style-type: none"><li>• All petty purchases and repair of instruments/equipments/parts regarding transport (vehicles). All matters regarding canteen of IPHB.</li><li>• All matters regarding creation, continuation, extension of posts in seniority of all group 'C' &amp; 'D' staff. Maintenance of different rosters of reserved/ unreserved vacancies. Filling up of the posts. All matters regarding recruitment policies and RRs of the staff. Looking after budget allocation of the post. Maintenance of upto date the list of all posts filled, vacant posts lapses etc. all matters regarding TBPS and financial upgradation.</li><li>• All matters regarding group 'C' staffs. Maintenance of the leave accounts and personal files and allied correspondence.</li><li>• All matters regarding group 'D' staffs. Maintenance of the leave accounts and personal files and allied correspondence. All matter regarding increments of all the staffs.</li><li>• All petty purchases and repair of instruments/equipments/parts regarding transport (vehicles). All matters regarding canteen of IPHB.</li><li>• All matters regarding creation, continuation, extension of posts in seniority of all group 'C' &amp; 'D' staff. Maintenance of different rosters of reserved/ unreserved vacancies. Filling up of the posts. All matters regarding recruitment policies and RRs of the staff. Looking after budget allocation of the post. Maintenance of upto date the list of all posts filled, vacant posts lapses etc. all matters regarding TBPS.</li></ul>
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				<ul style="list-style-type: none"> <li>• All matters regarding group 'D' staffs. Maintenance of the leave accounts and personal files and allied correspondence.</li> <li>• All matters regarding group 'D' staffs. Maintenance of the leave accounts and personal files and allied correspondence. All matter regarding increments of all the staffs.</li> <li>• Purchases of all Medicines/ surgical items NLEM &amp; Non-NLEM through Quotations/ Short Tender Notice.Purchases of all Diagnostic kits/ Reagents for Pathology &amp; Biochemistry Laboratory through QuotationsE-Tendering file of all medicine/surgical items. Miscellaneous file. Effectively of Accounts Section.Computer Advance of Gazetted Officers. Computer Advance of Non-Gazetted Staff. Matter related to House Building Advance. Motor Scooter /Motor Cycle Advance of Non-Gazetted Staff.Advances from General Provident Fund of all Gazetted &amp; Non-Gazetted staff &amp; preparing bills. Withdrawals from General Provident Fund of all Gazetted &amp; Non-Gazetted staff &amp; preparing bills.Any other work assigned by the superior.</li> <li>• Any other work assigned by the superiors from time to time.</li> </ul>
39	Storekeeper			<ol style="list-style-type: none"> <li>1) Maintenance of Dead Stock Register, consumable and stationary register, linen register and electrical goods register.</li> <li>2) Supply of material to wards and other units of this Institute.</li> <li>3) Preparation of list of unserviceable linen. To look after wash and unwashed linen.</li> <li>4) Registration of bills of supplies received from suppliers.</li> <li>5) Any other work assigned by the superiors from time to time.</li> </ol>
40	Investigator			<ol style="list-style-type: none"> <li>1) Assist in the Statistical operation of the Department in collecting and completing data in their interpretation.</li> <li>2) Any other work assigned by the superiors from time to time.</li> </ol>

41	Technician for O.T.			<ol style="list-style-type: none"> <li>1) To observe and assess the patients during their activities.</li> <li>2) To teach and train the patients activities as prescribed by occupational therapist.</li> <li>3) Any other work assigned by the superiors from time to time.</li> </ol>
42	LDC			<ul style="list-style-type: none"> <li>• All typing work and maintenance of the building.</li> <li>• To look after the library.</li> <li>• Indenting and maintenance of stationary for official use, cleanliness of toilets of staff. Also maintenance of all standard forms viz.. Earned leave application forms, C.L &amp; R.H forms, requisition of vehicles forms; joining reports form etc. all locking arrangement including maintenance of duplicate keys of the premises of Admn. &amp; Accounts Section and toilets. Also maintenance of duplicate keys of tables of the staffs of Admn. Section only. All typing working. Maintenance of arrears statement, submission of monthly attendance of the staff. Writing the Muster Roll and its maintenance. Maintenance of C.L./R.H. register of alongwith the respective applications.</li> <li>• All functions of inward and outward of Dak and account of service postage stamps etc. maintenance of all inward/outward register on chronological order and also maintenance of respective rubber stamps etc. any other work assigned by the DDA and H/C.</li> <li>• All Gazetted officers personal file. All senior residents personal file and service books. All junior residents personal file. All matters regarding Goa University. Medical council of India in IPHB. Casual leave matters of all Gazetted officers. All matters regarding Training Awards Fellowship etc. all matters connected to vacation. All matters regarding research work. All matters regarding teaching and Non-teaching staff of IPHB. All matters regarding Goa Association of Resident Doctors. Matters regarding Non-practicing Allowances to Doctors of IPHB. All matters regarding Post</li> </ul>



				<p>Graduate Allowance. All matters dealt with the G.M.C. all matters regarding service records of Group 'A' &amp; 'B' Gazetted Officers. Roster file. All general matter regarding leave Rules file of Junior &amp; Senior Resident Doctors. Lectures on psychiatry to the Nursing students and allied correspondence. Recognition of the Institute by the C.P.S. of Bombay of D.P.M. course.</p> <ul style="list-style-type: none"> <li>• Receipt and distribution of dak in the section. All matters regarding of allotment of Uniforms to the Group 'C' &amp; 'D' staff. Weekly arrears reports. Keeping records/inventory of all furniture of the section. Maintenance and cleanliness in the section. All typing work. Any other work assigned by the H/C.</li> <li>• Typing work. Any other duties assigned by the H/C.</li> <li>• Typing work, issue of certificates, entry and dispatch. To maintain the case papers.</li> <li>• Typing and diarizing of correspondence putting up of G.P.F., medical, festival, L.T.C., House Building, M.C.A and other advances files. Preparation of G.P.F., medical L.T.C. and other advances bill. In addition typing of budget statement and annual plan statements from routing typing.</li> <li>• Maintenance of Medical record.</li> <li>• Any other work assigned by the superiors from time to time.</li> </ul>
43	Recreational Therapist			<ol style="list-style-type: none"> <li>1) To organize recreational activities for the patients as advise by the occupational therapist.</li> <li>2) To carry out available indoor and various popular outdoor games like cricket, badminton, volley ball, ring etc. Yoga &amp; physical exercises to improve general condition of the service users on daily basis.</li> <li>3) To engage the service users in musical activities, singing and newspaper reading as prescribed by the occupational therapist.</li> <li>4) To maintain records of activities conducted and service users benefited</li> <li>5) Any other work assigned by the superiors from time to time.</li> </ol>

44	Assistant Electrician			<ol style="list-style-type: none"> <li>1) To look after the maintenance of electrical installation fixtures etc of the Institute.</li> <li>2) Any other work assigned by the superiors from time to time.</li> </ol>
45	Driver (Heavy Motor)			<ol style="list-style-type: none"> <li>1) Driving of vehicles.</li> <li>2) Writing of respective log books.</li> <li>3) Washing and maintenance of vehicles.</li> <li>4) To keep the vehicles in good running conditions.</li> <li>5) Any other work assigned by the superiors from time to time.</li> </ol>
46	Driver(Light Motor)			<ol style="list-style-type: none"> <li>1) Driving of vehicles.</li> <li>2) Writing of respective log books.</li> <li>3) Washing and maintenance of vehicles.</li> <li>4) To keep the vehicles in good running conditions.</li> <li>5) Any other work assigned by the superiors from time to time.</li> </ol>
47	Telephone Operator			<ol style="list-style-type: none"> <li>1) To attend the calls and trunk calls and maintain registers.</li> <li>2) Any other work assigned by the superiors from time to time.</li> </ol>
48	Carpenter			<ol style="list-style-type: none"> <li>1) Teach carpenting skills to patients through demonstrations and repair &amp; maintenance of wooden furniture/fixture of the Institution.</li> <li>2) Any other work assigned by the superiors from time to time.</li> </ol>
49	Tailor			<ol style="list-style-type: none"> <li>1) Train patients in the skills of cutting and tailoring as per directions of the occupational therapist.</li> <li>2) Any other work assigned by the superiors from time to time.</li> </ol>
50	Barber (Male & Female)			<ol style="list-style-type: none"> <li>1) Cutting hair of indoor patients.</li> <li>2) Any other work assigned by the superiors from time to time.</li> </ol>
51	Kitchen Supervisor			<ol style="list-style-type: none"> <li>1) Assisting the steward in planning the preparation of the patients diet control over kitchen staff in matters of attendance and cleanliness quality control on food prepared.</li> <li>2) Watch on stock level of stores etc.</li> <li>3) Any other work assigned by the superiors from time to time.</li> </ol>
52	Cook			<ol style="list-style-type: none"> <li>1) To assist the Sr. cook in cooking and washing the utensils, cleaning the fish etc.</li> </ol>

				2) Any other work assigned by the superiors from time to time.
53	Utensil Washer			1) Assist the cooks by cleaning the vessels and other utensils before and after cooking clean the materials like food grains, vegetables, fish etc. used for cooking. 2) Assist the cooks in the preparation of food. 3) Any other work assigned by the superiors from time to time.
54	Watchman			1) They are involved in manning the main gates/ wards and the surrounding IPHB complex 2) Any other work assigned by the superiors from time to time.
55	Multi Tasking Staff (Peon)			1) Registering of bills, submitting the bills to the Directorate of accounts and collecting the cheques. 2) Attending the Sections where deputed. 3) Physical maintenance of records of Section. 4) General cleanliness and up keep of the section/Unit. 5) Carrying of files and other papers within the building. 6) Photocopying, cyclostyling, sending of FAX, preparing postages etc. 7) Other non-clerical work in the sections/unit. 8) Assisting in routine office work like diary, dispatch etc. Including on computer. 9) Delivering of Dak (inside and outside the building). 10) Watch and ward duties. 11) Dusting of furniture etc. 12) Cleaning of building, fixtures etc. 13) Work related to his/her ITI qualification, if it exists. 14) Driving of vehicles, if in possession of valid driving license. 15) Assisting the various administrative duties. 16) To attend administrative section, store section, Director and Dy. Director (Admn.). 17) Render manual and other help to the Nursing staff and doctors in the case of patients. 18) Opening and closing of

				<p>Rooms/sections.</p> <p>19) Any other work assigned by the superiors from time to time.</p>
56	Attendant			<ol style="list-style-type: none"> <li>1) Maintaining personal hygiene of patients whenever required, by giving them bath, changing their clothes, assisting barber (Male/Female) in nail/hair cutting etc.</li> <li>2) Cleaning of utensils such as cups, plates etc. used by patients.</li> <li>3) Assisting kitchen staff in serving food for patients, under supervision of staff nurse.</li> <li>4) Assisting staff nurse in bed making and feeding of bed ridden patients etc.</li> <li>5) Assisting of staff nurse in physically controlling the restless and unmanageable patients.</li> <li>6) Assisting staff nurse in maintaining strict vigilance round the clock for suicidal, homicidal and escaping patients etc.</li> <li>7) Independently accompanying patients referred to Goa Medical College, Dental College, TB Chest Hospital and other section IPHB, by treating doctors for various consultation/liaison, as and when required.</li> <li>8) Accompanying and attending (in shift duties, round the clock)admitted IPHB patients who require admission at GMC/TB Chest and other hospital for their co-morbidities, till their relatives report to GMC/ TB Chest hospital or till the patient is transferred back at IPHB (whichever is earlier).</li> <li>9) Assisting staff nurse during electroconvulsive therapy and post electroconvulsive therapy etc.</li> <li>10) Accompanying discharged patients to the bus stand or railway station or to their residence in Goa.</li> <li>11) Collecting material and medicines from central store for the Wards.</li> <li>12) Keeping stock (handing over and taking over) of patients linen, utensils of patients and other consumable used to maintaining hygiene cleanliness of wards during change of shifts.</li> <li>13) Any other work assigned by the superiors from time to time.</li> </ol>

57	Multi Tasking Staff (Sweeper)			<ol style="list-style-type: none"> <li>1) Physical Maintenance of records of the Section.</li> <li>2) General cleanliness &amp; upkeep of the Section/Unit.</li> <li>3) Carrying of files &amp; other papers within the building.</li> <li>4) Photocopying, sending of FAX etc.</li> <li>5) Other non-clerical work in the Section/Unit.</li> <li>6) Assisting in routine office work like diary, dispatch etc, including on computer.</li> <li>7) Delivering of dak (outside the building)</li> <li>8) Watch &amp; ward duties.</li> <li>9) Opening &amp; closing of rooms.</li> <li>10) Cleaning of rooms.</li> <li>11) Dusting of furniture etc.</li> <li>12) Cleaning of building, fixtures etc.</li> <li>13) Work related to his ITI qualifications, if it exists.</li> <li>14) Driving of vehicles, if in possession of valid driving license.</li> <li>15) Upkeep of parks, lawns, potted plants etc.</li> <li>16) To Clean &amp; Wash soiled linen used by patients. Bed side cleanliness of patients who are bed ridden and also attending OPD patients during emergencies for cleanliness and maintaining hygiene.</li> <li>17) To carry samples of blood, urine, stool, etc from the wards to IPHB Laboratory and to Goa Medical College Laboratory.</li> <li>18) To collect food waste from all the wards and depositing in dustbin.</li> <li>19) To carry biomedical waste from IPHB to Goa Medical College incinerator.</li> <li>20) Work related to his qualification if it exists.</li> <li>21) Upkeep of parks, lawns, potted plants &amp; to purchase the necessities etc.</li> <li>22) To carry out duties as assigned to Ward Attendants as and when instructed.</li> <li>23) Any other work assigned by the superiors from time to time.</li> </ol>
58	Multi Tasking Staff (Daftary)			<ol style="list-style-type: none"> <li>1) Registering of bills, submitting the bills to the Directorate of accounts and collecting the cheques (incase</li> </ol>

				<p>of Accounts Section), and (incase of Admn. Section),</p> <p>2) To attend administrative section, store section, Director and DY. Director (Admn) as and when required.</p> <p>3) Besides, maintenance of files and other records, assisting the Inward/Outward Clerk in registering the correspondence.</p> <p>4) Opening and closing of office at respective times.</p> <p>5) Any other work assigned by the superiors from time to time.</p>
59	Psychiatric Patient Care Taker			<p>1. To ensure safety of patients and staff.</p> <p>2. To assist in physically controlling the violent and restless patient and maintaining strict vigilance on patients who require so.</p> <p>3. To carry out other ward related duties of attendants as and when required.</p> <p>4. To assist with daily living activities, lead patients in educational and recreational activities, or accompany patients to and from examinations and treatments.</p> <p>5. Any other work assigned by the superiors from time to time.</p>

**Section 4 (1)(b)(iii) : The procedure followed in the decision making process, including channels of supervision and accountability;**

Correspondence is received from various sections. The correspondence is addressed in the name of the Director or Dy. Director (Admn.) or Professor or the Medical Superintendent as the case may be. The files are processed in the concerned Sections as per the case or allotment. Financial Powers are with the Director.

**Section 4 (1) (b) (iv):- The norms set by it for the discharge of its functions;**

Institute of Psychiatry and Human Behaviour discharges its functions within the minimum time frame, as per Right to Citizens to Time Bound Delivery of Public Services Act, 2013.

**Section 4 (1) (b) (v) :- The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;**

Presently IPHB is regulated by the Goa State Mental Healthcare Act 2017

**Section 4 (1)(b) (vi) :-**A statement of the categories of documents that are held by it or under its control;

Sr. No.	Documents	Particulars of Subject
1.	Files/Registers	Pertaining to administrative/ Accounts/ Purchase matters of staff/Office and other General/Miscallenious matters
2.	Service Records	Pertaining to all Non-Gazetted Staff
3.	Medical case files	Case histories of the patients

**Section 4(1)(b) (vii) :-**The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or Implementation thereof;

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**Section 4 (1)(b)(viii) :-**A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or 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 meetings are accessible for public;

Sr. No.	Name of Committee	Order No. & Date	Incharge	Members
1.	Complaint Committee for prevention of sexual harassments of women at work places.	22/249/2009- Est/3989 dated 21/03/2023	<b><u>Chairperson</u></b> Dr. Bharati C. Chavan, Associate Professor in Psychiatric Social Work	1) Roderick Monteiro, Clinical Psychologist 2) Smt. Pearl Fernandes, Biochemist 3) Smt. Deepali Naik, Psychiatric Social Worker 4) A member of Bailacho Saad, Porvorim, Goa 5) Smt. Helena Monteiro, Ward Sister 6) Smt. Mrinalini Naik, UDC 7) Smt. Reshma Bi Shakir Sayyed, Attendant <b><u>Member Secretary</u></b> Asstt Matron (Senior Most)

2.	Purchase Committee for purchase of medicines, surgical, drugs, chemicals and equipments etc.	<b><u>PHD Orders</u></b> 1) 7/40/2016-II/PHD(Part)/965 dated 20/07/2017 2) 7/40/2016-II/PHD(Part)/3610 dated 11/09/2018 3) Corrigendum No. 7/40/2016-II/PHD(Part)/3667 dated 02/12/2020	<b><u>Chairman</u></b> Director, IPHB	<b><u>Vice-Chairman</u></b> Professor & HOD, IPHB  <b><u>Members</u></b> 1) Addl./ Joint Secretary (Health) 2) Addl./ Joint Secretary (Finance) 3) Director, Food and Drug Administration 4) Dy. Director (Admn.), IPHB 5) Pharmacy Incharge, IPHB 6) Dr. Rajnanda Desai, Under Secretary to the Health Minister <b><u>Member Secretary</u></b> Assistant Accounts Officer, IPHB  Sr. No. 1, 2, & 6 are special invitees if required.
3.	Local Purchase Committee for allied purchases	22/249/2009-Est/1959 dated 06/10/2021	<b><u>Chairperson</u></b> Director / Dean, IPHB	<b><u>Member</u></b> Dy. Director (Admn.), IPHB  <b><u>Member Secretary</u></b> Assistant Accounts Officer, IPHB
4.	Working Committee for Centre of Excellence	22/249/2009-Est/Part file/1832 dated 28/09/2021	<b><u>Chairperson</u></b> Prof. Dr. S. M. Bandekar, Director / Dean, IPHB	1) Dr. Pooja M. Madkaiker, IPHB 2) Dr. Shilpa Waiker, Associate Professor & (Actg) Professor & HOD, IPHB 3) Dr. Anil V. Rane, Assistant Professor, IPHB 4) Dr. Ashish Srivastava, Assistant Professor, IPHB 5) Shri Seby Dias, Head Clerk-II, IPHB 6) Shri Vishvesh T. Shirodkar, UDC, IPHB
5.	Committee to write of missing/mutilated/damaged/obsolete Library books/Journals	<b><u>PHD Order</u></b> 7/8/2012-III/PHD(MIS C-I)/117 dated 19/01/2017	<b><u>Chairman</u></b> Curator, State Central Library	1) Professor & HOD, IPHB 2) Library Incharge, IPHB 3) Assistant Accounts Officer, IPHB



6.	Pest Control Committee	<b><u>PHD Order</u></b> 7/32/2017- II/PHD dated 09/10/2017	<b><u>Chairman</u></b> Director / Dean	1) Additional Secretary (Health) 2) Dr. Rajnanda Dessai, Under Secretary to Minister for Health 3) Dy. Director (Admn.), IPHB <b><u>Member Secretary</u></b> Assistant Accounts Officer, IPHB
7.	Running the IPHB Canteen committee	22/249/2009- Est/330 dated 07/05/2019	<b><u>Chairperson</u></b> Dy. Director (Admn.), IPHB	1) Medical Superintendent, IPHB 2) Secretary, IPHB Resident Doctors Forum 3) Assistant Accounts Officer, IPHB <b><u>Member Secretary</u></b> Head Clerk – II, IPHB
8.	Rehabilitation Committee	22/249/2009- Est/3806 dated 02/03/2023	<b><u>Chairman</u></b> Occupational Therapy Sections Incharge	1) Member Secretary of Resident Doctor's Forum 2) Head Clerk – II, IPHB 3) Smt. Shivani Chandelkar, Occupational Therapist, IPHB 4) Smt. Cheila D'Costa, Female Handicraft Instructor, IPHB 5) Smt. Helena Monteiro, Ward Sister, IPHB 6) Smt. Srikanti Arolkar, Staff Nurse, IPHB <b><u>Member Secretary</u></b> Smt. Rubina Fernandes, Ward Sister
9.	Dietary Articles Committee	<b><u>PHD Order</u></b> 7/26/2003- II/PHD (A) dated 11/01/2007	<b><u>Chairman</u></b> Director / Dean, IPHB	1) Joint Secretary (Finance) Secretariat, Porvorim, Goa 2) Dy. Director (Admn.), IPHB 3) Medical Superintendent, IPHB 4) Dietician, IPHB <b><u>Member Secretary</u></b> Assistant Accounts Officer (Purchase Section), IPHB
10.	Festival Committee	22/249/2009- Est/103 dated 08/04/2022	<b><u>Chairperson</u></b> Dr. Bharati C. Chavan, Associate Professor in PSW	1) Head Clerk – I, IPHB 2) Head Clerk – II, IPHB 3) Dietician, IPHB 4) Technician for OT (male), IPHB, 5) Technician for OT (female), IPHB <b><u>Member Secretary</u></b> Occupational Therapist

11.	Condemnation Committee for Medicines/Drugs	22/249/2009-Est/403 dated 05/05/2022	<b><u>Chairperson</u></b> Dy. Director (Admn.), IPHB	1) Medical Superintendent, IPHB 2) Pharmacy In-charge, IPHB  <b><u>Member Secretary</u></b> Assistant Accounts Officer, IPHB
12.	Condemnation Committee of Vehicles and obsolete items/scrap materials, unserviceable equipment, items articles, furniture etc.	22/249/2009-Est/1179 dated 15/07/2022	<b><u>Chairman</u></b> Director / Dean, IPHB	1) Professor & HOD (Actg), IPHB 2) Dy. Director (Admn.), IPHB 3) Medical Superintendent, IPHB 4) Assistant Accounts Officer, IPHB 5) Head Clerk-II, IPHB 6) Store Section (Clerk), IPHB
13.	Library Advisory Committee	IPHB/6/90-Lib (Vol. III)/LAC/4020 dated 28/03/2022	<b><u>Chairperson</u></b> Prof. Dr. S. M. Bandekar, Director / Dean, IPHB	1) Dr. Shilpa Waikar, Professor & HOD (Actg) Psychiatry 2) Dr. Mary C. Dsouza, Associate Professor (Psychiatry) 3) Dr. Bharati C. Chavan, Associate Professor in PSW 4) Shri. Vithoba Mhalkar, Assistant Professor in DPN 5) Shri. Roderick Monteiro, Clinical Psychologist. <b><u>Member Secretary</u></b> Dr. Nayana Naik, Assistant Professor (Psychiatry)/Library Incharge
14	Committee for drafting Mental Healthcare Rules for the State of Goa for the Office of Goa State Mental Health Authority	22/249/2009-Est/251 dated 20/04/2022	<b><u>Chairman</u></b> Prof. Dr. S. M. Bandekar, Director / Dean	1) Dr. Shilpa Waikar, Associate Professor & Professor & HOD (Actg) 2) Dr. Mary C. Dsouza Associate Professor 3) Dr. Anil Rane, Assistant Professor & Medical Superintendent 4) Dr. Ashish Srivastava, Assistant Professor

15	Committee for various sports activities organised by Directorate of Sports and Youth Affairs, Campal, Panaji and Goa Medical College, Bambolim.	22/249/2009-EST/546 dated 29/05/2023	<b><u>Chairperson</u></b> Shri. Roderick Monteiro, Clinical Psychologist.	1) Shri Seby M. Dias, Head Clerk-II 2) Shri. Prajyot Gaonkar, LDC 3) Shri. Domnic D'Silva, Driver 4) Shri. Swapnil Subhedar, Asstt. Electrician 5) Shri. Vijay Kunkolkar, Attendant 6) Ms. Kirti Kundaikar, Psychiatric Patient Caretaker  <b><u>Member Secretary</u></b> Shri. Joaquim Fernandes, UDC
16	Advisory Committee as per statute in Goa University Act 1984, S. 49.1 (4) (c)	IPHB/22/249/2009-EST/Vol.I/1459 dated 09/08/2023	<b><u>Chairperson</u></b> Director, IPHB	1) Under Secretary (Health) 2) Deputy Director (Admn), IPHB 3) Professor & HOD, Psychiatry IPHB 4) Medical Superintendent, IPHB 5) Assistant Professor in Psychiatric Social Work, IPHB 6) Associate Professor / Assistant Professor in Psychiatric Nursing, IPHB 7) Assistant Professor in Social Work, Goa University, nominated by Executive Council 8) Assistant Professor in Social Work, Goa University, nominated by Executive Council 9) Clinical Psychologist, IPHB 10) Assistant Account Officer, IPHB 11) Librarian, IPHB 12) Psychiatric Social Worker, DMHP Directorate of Health Services 13) Student Alumni to be nominated by Chairperson  <b><u>Member Secretary</u></b> Associate Professor in Psychiatric Social Work, IPHB

17	Research, Development and Innovation (RDI) Cell, IPHB	IPHB/10/08/Acad/2017/Vol. I/2709 dated 29/11/2022	<b><u>Chairperson</u></b> Prof. Dr. S. M. Bandekar, Director/Dean	1) Dr. Shilpa Waikar, Associate Professor & Professor & HOD (Actg), Psychiatry 2) Dr. Nayana Naik, Assistant Professor, Psychiatry 3) Dr. Anil Rane, Assistant Professor, Psychiatry 4) Dr. Bharati C. Chavan, Associate Professor in Psychiatric Social Work 5) Shri. Vithoba N. Mhalkar, Assistant Professor, Psychiatric Nursing <b><u>Member Secretary</u></b> Dr. Wenona Fernandes, Lecturer, Psychiatry
18	Teaching, Learning & Education Technology (TLET) Cell IPHB	IPHB/10/08/Acad/2017/Vol. I/2704 dated 29/11/2022	<b><u>Chairperson</u></b> Prof. Dr. S. M. Bandekar, Director/Dean	1) Dr. Shilpa Waikar, Associate Professor & Professor & HOD (Actg), Psychiatry 2) Dr. Mary C. D'souza Associate Professor, Psychiatry 3) Dr. Bharati C. Chavan, Associate Professor in Psychiatric Social Work 4) Shri. Vithoba N. Mhalkar, Assistant Professor, Psychiatric Nursing <b><u>Member Secretary</u></b> Dr. Ashish Srivastava, Assistant Professor, Psychiatry.
19	Anti Ragging Committee	IPHB/10/08/Acad/2017/Vol. I/2291 dated 05/11/2021	<b><u>Chairperson</u></b> Prof. Dr. S. M. Bandekar, Director	1) Dr. Shilpa Waikar, Associate Professor & Professor & HOD (Actg), Psychiatry 2) Dr. Mary C. D'souza Associate Professor, Psychiatry 3) Dr. Bharati C. Chavan, Associate Professor in Psychiatric Social Work <b><u>Member Secretary</u></b> Shri. Vithoba N. Mhalkar, Assistant Professor, Psychiatric Nursing

**Section 4(1) (b) (ix) :- A directory of its officers and employees;**

<b>Sr. No.</b>	<b>Name of the Officer / Employee</b>	<b>Designation</b>
1	Prof. Dr. S. M. Bandekar (additional charge)	Director
2	Dr. Shilpa Waikar	Associate Professor holding additional charge of Professor & HOD
3	Dr. Ashutosh Prabhu Dessai	Associate Professor in Psychiatry
4	Dr. Mary C S'Souza	Associate Professor in Psychiatry
5	Dr. Bharti Chavan	Associate Professor in Psychiatric Social Work
6	Dr. Nayana Naik	Assistant Professor in Psychiatry
7	Dr. Anil V. Rane	Assistant Professor in Psychiatry/Medical Superintendent (Additional Charge)
8	Dr. Ashish Srivastava	Assistant Professor in Psychiatry
9	Shri Sudesh N. Gaude	Assistant Professor in Psychiatric Social Work
10	Shri Vithoba N. Mhalkar	Assistant Professor in Psychiatric Nursing
11	Dr. Wenona Fernandes	Lecturer
12	Dr. Gaurav Haldankar	Lecturer (on contract)
	Dr. Kartik Vangal	Lecturer (on contract)
	Roderick Monteiro	Clinical Psychologist
13	Dr. Maria Agneta G.C.S. Rodrigues	Anaesthetist
14	Dr. Anushka Da Silva Pereira	Pathologist
15	Dr. Pooja M. Madkaiker	Dy. Director (Admn.)
16	Smt. Pearl Fernandes	Biochemist
17	Smt. Deepali Naik	Psychiatric Social Worker
18	Shri Gautam Kamat	Assistant Accounts Officer
19	Smt. Vinaya Karpe	Assistant Pharmaceutical Chemist
20	Dr. Nihal Baliga	Senior Resident
22	Dr. Colin Braganza	Senior Resident
23	Dr. Kirti Umarye	Senior Resident
24	Dr. Yeshwarya Chanekar	Senior Resident
25	Dr. Soumya Kumar Jha	Senior Resident
26	Dr. Mesha Bene	Senior Resident
	Dr. Seeja Mahale	Senior Resident
27	Dr. Anashwara Sasindran	Senior Resident
28	Dr. Vanshika Malik	Senior Resident
29	Dr. A. M. Ajay Aditya	Senior Resident
30	Dr. Tracinda Pinto	Junior Resident
31	Dr. Celine John	Junior Resident
32	Dr. Alan Francis	Junior Resident
33	Dr. Abhishek Choudhary	Junior Resident
34	Dr. Shivanjali Gupta	Junior Resident
35	Dr. Lakshmi Nikam	Junior Resident
36	Dr. Bharat Taneja	Junior Resident
37	Dr. Sanat Lotlikar	Junior Resident
38	Dr. Heena H. Pednekar	Junior Resident

39	Dr. Padmini S. Prabhudesai	Junior Resident
40	Dr. Sumi Sahani	Junior Resident
41	Dr. Shadiya P	Junior Resident
42	Dr. Yogiraj Anand	Junior Resident
43	Dr. Kamana	Junior Resident
44	Dr. Ankur Basumatary	Junior Resident
45	Dr. Disha Halarnekar	Junior Resident
46	Dr. Sankalp Tari	Junior Resident
47	Dr. Chinara Kharangate	Junior Resident
48	Dr. Bilvash Mandalia	Junior Resident
49	Dr. Neha Dias	Junior Resident
	Dr. Pallavi Saini	Junior Resident
	Dr. Aditi Modak	Junior Resident
	Dr. Vivek Tatrari	Junior Resident
50	Smt. Kamal Fatarpekar	Asstt. Matron
51	Smt. Mercy J. Rodrigues	Ward Sister
52	Smt. Rubina Fernandes	Ward Sister
54	Smt. Vijaya Gad	Ward Sister
55	Smt. Helena Monteiro	Ward Sister
56	Smt. Socorina Borges	Ward Sister
57	Smt. Amita Mardolkar	Ward Sister
58	Smt. Patsy Joseph	Ward Sister
59	Smt. Vandana Bastodkar	Ward Sister
60	Smt. Arti Divkar	Ward Sister
61	Shri. Subhash Chodankar	Ward Master
62	Smt. Sneha Chodankar	Ward Sister
63	Smt. Kashmira Vagurmekar	Ward Sister
64	Smt. Siddha Chingale	Ward Sister
65	Smt. Sandhya R. Navelkar	Ward Sister
66	Smt. Shilpa Balekar	Ward Sister
	Smt. Srikanti Arolkar	Ward Sister
	Smt. Savitri Chari	Ward Sister
	Smt. Yogita U. Bhandodkar	Ward Sister
	Smt. Lina D'Souza	Ward Sister
	Smt. Karuna Kerkar	Ward Sister
	Smt. Nilima Kanolkar	Ward Sister (Officiating)
	Smt. Rupa Rohidas Gaude	Ward Sister
67	Smt. Priya Kamat	Dietician
68	Shri. Uday Chari	Staff Nurse
72	Smt. Nicie V. Pinheiro e Rodrigues	Staff Nurse
77	Smt. Veronica Colaco	Staff Nurse
78	Smt. Sonali S. Kundaikar	Staff Nurse
79	Smt. Sneha S. Naik	Staff Nurse
80	Smt. Rupa Satya Naik	Staff Nurse
82	Smt. Priyanka Salgaonkar	Staff Nurse
83	Smt. Savita D'Souza	Staff Nurse
84	Smt. Bhavana Rane	Staff Nurse
85	Smt. Karishma V. Chimulkar	Staff Nurse
86	Smt. Siya Sawant	Staff Nurse
87	Smt. Sapna Raikar	Staff Nurse

88	Smt. Ujwala Naik	Staff Nurse
89	Smt. Clency Vaz	Staff Nurse
90	Smt. Smita Dabholkar	Staff Nurse
91	Shri Sandip Naik	Staff Nurse
92	Veronica Lobo	Staff Nurse
93	Muran Dias	Staff Nurse
94	Padmashree G Rabinal	Staff Nurse
95	Sadashiv Naik	Staff Nurse
96	Victoria Monteiro	Staff Nurse
97	Sushma Ramesh Pednekar	Staff Nurse
98	Saloni Suresh Naik	Staff Nurse
99	Satyam Pandharinath Usgaonkar	Staff Nurse
100	Anchita Rohidas Naik	Staff Nurse
101	Viola Antonio Goes	Staff Nurse
102	Mitali Manguesh Naik	Staff Nurse
103	Snesha Subhash Naik	Staff Nurse
104	Shruti Janardan Gawandi	Staff Nurse
105	Kranti Shrikant Surleker	Staff Nurse
106	Sarva Sudhakar Pagi	Staff Nurse
107	Nadisha Naguesh Murgaonkar	Staff Nurse
108	Lalita Laximan Kankonkar	Staff Nurse
109	Swati Vasu Shirodkar	Staff Nurse
110	Monali Ramesh Velip	Staff Nurse
111	Neha Dnyaneshwar Gawde	Staff Nurse
112	ChayaVithobha Gaonkar	Staff Nurse
113	Chanda Bab Velip	Staff Nurse
114	Pratiksha Ramnath Velip	Staff Nurse
115	Reshma Surya Gaude	Staff Nurse
116	Diksha Nanda Gaude	Staff Nurse
117	Kajal Krishna Parwar	Staff Nurse
118	Diksha Bhagwant Parwar	Staff Nurse
119	Vishranti Vishnu Shetye	Staff Nurse
120	Shilpa Ganesh Gaonkar	Staff Nurse
121	Evima Brenda Cardozo	Staff Nurse
122	Pradnya Ramesh Mhauskar	Staff Nurse
123	Andrea Josefina D'souza	Staff Nurse
124	Pritam Vithal Alias Rohit Naik	Staff Nurse
125	Nelia Andrea Jorge	Staff Nurse
126	Tapasvi Umesh Sawant Dessai	Staff Nurse
127	Grenyo Credfil Menezes	Staff Nurse
128	Disha Premdip Desai	Staff Nurse
129	Ankita Paresh Raut	Staff Nurse
130	Nisarg	Staff Nurse
131	Girija Mahabaleshwar Nagbhatt	Staff Nurse
132	Sneha vinod Naik	Staff Nurse
133	Ron Joaquim Azavedo	Staff Nurse
134	Archana Arjun Shetgaonkar	Staff Nurse

135	Edina Dias	Staff Nurse
136	Vaibhavi Naresh Aroskar	Staff Nurse
137	Shruti Damodar Nagvekar	Staff Nurse
138	Yadnya yeshwant Dalvi	Staff Nurse
139	Sampada Yeshwant Naik	Staff Nurse
140	Bhageshri Rajan Padwal	Staff Nurse
141	Virgina Joana Mendonca	Staff Nurse
142	Albiniya Agnelo Fernandes	Staff Nurse
143	Priya Prashant Kholker	Staff Nurse
144	Melissa Katherine D'souza	Staff Nurse
145	Rasika Ramchandra Majik	Staff Nurse
146	Mabel Anne Alvares	Staff Nurse
147	Manjusha Mahesh Pai	Staff Nurse
148	Vishal Dasharath Manturgekar	Staff Nurse
149	Krishna Subhash Naik	Staff Nurse
150	Shiny Ratnakar Naik	Staff Nurse
151	Saili Jaiwant Naik	Staff Nurse
152	Akshada Devidas Komarpant	Staff Nurse
153	Shriya Babuso Pagi	Staff Nurse
154	Sonali Prashant Pagi	Staff Nurse
155	Geetanjali Gurudas Naik	Staff Nurse
156	Maniksha Anand Adel	Staff Nurse
157	Ritish Ramkrishna Naik	Staff Nurse
158	Sunil Babu Kharat	Staff Nurse
159	Saeely Santosh Gaonkar	Staff Nurse
160	Roshani Santosh Naik	Staff Nurse
161	Meghana Gajanan Hanjunkar	Staff Nurse
162	Smt. Shivani Chandelkar	Occupational Therapist
163	Shri. Gajanan Naik	Head Clerk
164	Shri. Seby Dias	Head Clerk
165	Shri Prasad P. Parab	Accountant
166	Smt. Cheila B. Fernandes	Female Handicraft Instructor
167	Smt. Priyanka Shetgaonkar	Librarian
168	Smt. Punam Bhagat	Lab Assistant Psychology
169	Shri. Avinash Vasudev Rane	Artist cum Photographer
170	Shri. Umesh Morye	Sr. Technician
171	Smt. Sanika Mardolkar	Jr. Technician
172	Pradnya Pundalik Parab	Jr. Technician
173	Shri. Nazir Mulla	Pharmacist
174	Smt. Hamida Chopdekar	Pharmacist
175	Smt. Sheda Kharde	Pharmacist
176	Smt. Jyoti Kamat	Pharmacist
177	Smt. Devita Atmaram Gawas	Pharmacist
178	Kum. Riya Vishnu Naik	Pharmacist
179	Shri. Digvijay Shetgaokar	Steward



180	Smt. Prutha P. Arlecar	Sr. Stenographer
181	Shri. Laxman E Kaskar	EEG Technician
182	Shri. Vishvesh Shirodkar	UDC
183	Shri. Pratik Gawas	UDC
184	Smt. Mrinalini Naik	UDC
185	Shri. Siddesh Nagade	UDC
186	Shri. Joaquim Fernandes	UDC
187	Smt. Manthanika Kerkar	UDC
188	Smt. Nivedita Chari	UDC
189	Shri. Sandeep Parsekar	UDC
190	Shri. Ravi Kundaikar	UDC
191	Shri. Nery Fernandes	UDC/Storekeeper
192	Shri Vivek Naik Statistical Assistant (working arrangement)	Investigator
193	Smt. Vaishali Tari	Technician for O.T.
194	Shri. Satish Naik	Technician for O.T.
195	Shri. Prajyot P. Gaonkar	LDC
196	Smt. Nishita S. Pai Raiker	LDC
197	Smt. Sapna Y. Khadji	LDC
198	Shri. Hassan Sheikh	LDC
199	Kum. Monaliza Thankachan	LDC
200	Shri Yogesh Gawade	LDC
201	Shri Pralhad Tanodi	LDC
202	Smt. Yogeeta Gauresh Paryekar	LDC
203	Shri. Siddhesh Vasudev Naik	LDC
204	Shri.Siddhanath Shankar Naik	LDC
205	Shri.Saharsh Santosh Naik	LDC
206	Kum. Shreya Gaurikumar Manerkar	LDC
207	Kum. Ankita Anand Shilkar	LDC
208	Shri.Vaibhav Kamlakar Parab	LDC
209	Smt. Sanisha Sanjiv Prabhu Khanolkar	LDC
210	Shri. Sidhidh Chandrashekar Barad	LDC
211	Shri. Sanjay Dasharath Gawas	LDC
212	Kum. Asha Uttam Melekar	LDC
213	Smt. Rana Tarannum Huldikar	LDC
214	Kum. Puja Subash kalanguttkar	LDC
215	Shri. Shamir Khan Kadkol	LDC
216	Smt. Vishranti Vinod Shirodkar	LDC
217	Shri.Viraj Shyam Sangodkar	LDC

218	Shri. Sarvesh Surya Gawas	Recreational Therapist
219	Shri. Swapnil Subhedar	Assistant Electrician
220	Shri. Shaikh Wahab	H.M.V Driver
221	Shri. Domnic D'Silva	H.M.V Driver
222	Shri. Chandrashekhar Hulginal	L.M.V Driver
223	Shri. Devanand Pereira	L.M.V Driver
224	Shri. Vasudev Kudkikar	L.M.V Driver
225	Smt. Prerana Gaonkar	Telephone Operator
226	Smt. Devika Arlekar	Telephone Operator
227	Shri. Prakash Sawant	Carpenter
228	Smt. Yogita Dessai	Tailor
229	Smt. Anandi Parab	Tailor
230	Shri. Sadanand Ibrampurkar	Barber-Male
231	Smt. Celina Lawrence	Barber – Female
232	Shri. Sebastiao Cardozo	Kitchen Supervisor
233	Shri. Premnath Parab	Cook
234	Smt. Shubhangi Naik	Cook
235	Shri Kanta P. Fernandes	Cook
236	Shri Fati Mukund Gaude	Cook
237	Shri Raghunath S. Gawade	Cook
238	Shri. Mukund D. Thakur	Cook
239	Smt. Sushila Madar	Utensil Washer
240	Smt. Gitanjali G. Gaonkar	Utensil Washer
241	Shri Yesso Arolkar	Watchman
242	Shri Narendra Gaude	Watchman
243	Shri Antonio de Souza	Watchman
244	Shri Mohandas Wadyekar	Multi Taksing Staff (Daftary)
245	Shri Upendra Naik	Multi Taksing Staff (Peon)
246	Smt. Divya Gaonkar	Multi Taksing Staff (Peon)
247	Harshadwiti Mahabaleshwar Parab	Multi Taksing Staff (Peon)
248	Sanjyot Shrikant Naik	Multi Taksing Staff (Peon)
249	Govind Harichandra Gawade	Multi Taksing Staff (Peon)
250	Smt. Meera Gaude	Attendant
251	Shri Sandeep Chodankar	Attendant
252	Smt. Fatima Fernandes	Attendant
253	Shri Vishnu Gawas	Attendant
254	Shri. Mahesh Gawas	Attendant
255	Shri. Ashok Rosario	Attendant
256	Smt. Rajani M. Gawas	Attendant
257	Smt. Virgina Noronha	Attendant
258	Smt. Namisha Kubal	Attendant
259	Smt. Shali Murgaonkar	Attendant
260	Smt. Caitani Da-Cruz	Attendant
261	Smt. Savita Canconkar	Attendant
262	Smt. Kamal Palkar	Attendant
263	Smt. Sabinabi Nagnoor	Attendant
264	Shri Anand Toraskar	Attendant
265	Smt. Manik Gawas	Attendant
266	Smt. Reshmi Shirodkar	Attendant

267	Smt. Mangal Gawas	Attendant
268	Shri. Babal Haldankar	Attendant
269	Shri Mohan Naik	Attendant
270	Smt Shivleela Sarshetti	Attendant
271	Shri Uday Gaonkar	Attendant
272	Smt.Pushpalata Naik	Attendant
273	Smt. Vinanti Kuttikar	Attendant
274	Smt. Arti Matonkar	Attendant
275	Smt. Sangeeta Satardekar	Attendant
276	Shri Mangesh Divkar	Attendant
277	Shri Santosh Bhikaji Gaonkar	Attendant
278	Shri Rajendra Gawas	Attendant
279	Shri Naresh Kuttikar	Attendant
280	Shri Shyamsundar Gaonkar	Attendant
281	Shri Ashok P. Gawas	Attendant
282	Shri Jairam S. Naik	Attendant
283	Smt. Mangal Shiroadkar	Attendant
284	Shri Ashok S. Bankar	Attendant
285	Shri Kishor V. Parit	Attendant
286	Smt. Reshma Bi Shakir Sayyed	Attendant
287	Shri Gopal S. Gosavi	Attendant
288	Shri Shantaram Nevagi	Attendant
289	Shri. Santosh R. Gaonkar	Attendant
290	Shri Surya B. Gaonkar	Attendant
291	Shri. Nilkant Y. Gawas	Attendant
292	Smt. Nandini Kuncolkar	Attendant
293	Smt. Anjani Shirvoikar	Attendant
294	Shri Laxman Shrikant Naik	Attendant
295	Shri Sachin Gaonkar	Attendant
296	Shri Janu Navlo Zore	Attendant
297	Smt. Nutan Desai	Attendant
298	Shri Vithoba S. Gaonkar	Attendant
299	Smt. Rohini Ramdas Gawas	Attendant
300	Smt. Tanusha Kuttikar	Attendant
301	Smt. Suma Khanolkar	Attendant
302	Smt. Sushma Pingle	Attendant
303	Shri Ramdas Bana Parwar	Attendant
304	Shri Bhalchandra V. Bhatekar	Attendant
305	Shri Bandu Kalu Parwar	Attendant
306	Shri Babani T. Gaude	Attendant
307	Shri Vishram Arjun Harijan	Attendant
308	Smt. Kanika K. Parit	Attendant
309	Shri Krishna A. Gawas	Attendant
310	Smt. Shalini Godinho	Attendant
311	Smt. Rohini R. Madkaikar	Attendant
312	Shri. Vijay Kunkolkar	Attendant
313	Shri Prabhakar Yetrekar	Attendant
314	Smt. Rajmini R. Gaonkar	Attendant

315	Smt. Divya D. Gaonkar	Attendant
316	Shri Manjunath Kolkar	Attendant
317	Shri Anil Sawant	Attendant
318	Smt. Sandhya Gaonkar	Attendant
319	Shri Anant Raut	Attendant / Sweeper
320	Shri Budhaji Mandrekar	Attendant / Sweeper
321	Shri Ankush Kanolkar	Attendant / Sweeper
322	Shri Suresh Talkatkar	Attendant / Sweeper
323	Shri Dnyaneshwar Naik	Attendant / Sweeper
324	Shri Mahesh Insulkar	Attendant / Sweeper
325	Shri Manohar Sawant	Attendant / Sweeper
326	Shri Tulsidas Andrade	Attendant / Sweeper
327	Smt Supriya Shirodkar	Attendant / Sweeper
328	Smt. Nilima Chodankar	Attendant / Sweeper
329	Shri Ashok Shetkar	Attendant / Sweeper
330	Vijay Vithal Gawas	Attendant
331	Siddhant Narayan Naik	Attendant
332	Tulshidas Harichandra Gaonkar	Attendant
333	Budho Apa Gawade	Attendant
334	Pandurang Vishnu Narvekar	Attendant
335	Rohan Ramchandra Gaonkar	Attendant
336	Omkar Govind Gosavi	Attendant
337	Prajot Pandurang Naik	Attendant
338	Harshad Vilas Priolkar	Attendant
339	Umesh Shau Kharwat	Attendant
340	Pandurang Narayan Zore	Attendant
341	Vishal Vitho Kharvat	Attendant
342	Kissan Madhu Naik	Attendant
343	Suvidha Sago Yamkar	Attendant
344	Seema Bablo Varak	Attendant
345	Sameer Dhulo Doifode	Attendant
346	Sangita Gangaram Yamkar	Attendant
347	Rakesh Thoko Yamkar	Attendant
348	Keshav Laxman Gawde	Attendant
349	Dinesh Dattaram Kavlekar	Attendant
350	Maheshver Dhananjay Kunkolkar	Attendant
351	Miraj Hanumant Narvekar	Attendant
352	Sarita Vishal Gaude	Attendant
353	Vijay Ramkrishna Vernekar	Attendant
354	Vijay Pandurang Amonkar	Attendant
355	Sunita Vinayak Shirodkar	Attendant
356	Ankush Mahadev Pirankar	Attendant
357	Shidesh Babli Gawas	Attendant
358	Rashmi Dattaram Gaude	Attendant
359	Krishna Sadko Gaonkar	Attendant
360	Ramesh Vishnu Naik	Attendant
361	Mahamad Ismail Aga	Attendant

362	Manisha Siddesh Matnekar	Attendant
363	Devarsh Laxman Rane	Attendant
364	Mossin Abdul Shaikh	Attendant
365	Bhisso Suresh Gaonkar	Attendant
366	Rupesh Gajanan Shetye	Attendant
367	Mahdev Laxman Gawas	Attendant
368	Pranita Bhisio Gawakar	Attendant
369	Krishna Sukdo Gaude	Attendant
370	Sahil Mahadev Gaonkar	Attendant
371	Devidas Fati Gawas	Attendant
372	Mahesh Fati Gaonkar	Attendant
373	Prajyot Prabhakar Rane	Attendant
374	Kashinath Aapa Rane	Attendant
375	Shaina Amjat Khan Patel	Attendant
376	Anisha Ashok Bordekar	Attendant
377	Ujwala Vasudev Malik	Attendant
378	Asha Sandeep Gawas	Attendant
379	Avni Anil Gawas	Attendant
380	Nikita Parcekar	Attendant
381	Pari Paresb Naik	Attendant
382	Ravindra Ankush Yedge	Attendant
383	Reshma Krishna Varak	Attendant
384	Dharmendra Baburao Chopdekar	Attendant
385	Sarvesh Gurudas Chari	Attendant
386	Inju Mako Konkre	Attendant
387	Arvind Ashok Naik	Attendant
388	Rama Vithu Varak	Attendant
389	Shivadas Raghunath Chari	Attendant
390	Laxman Janu Zore	Attendant
391	Lav Santosh Naik	Attendant
392	Umesh Bhiro Pawane	Attendant
393	Bablo Jano Zore	Attendant
394	Sanjyog Janu Kharwat	Attendant
395	Madan Tulshidas Naik	Attendant
396	Ujwala Ramdas Naik	Attendant
397	Priya Pradeep Shetkar	Attendant
398	Siya Shaynesh Hedge	Attendant
399	Bhago Babu Varak	Attendant
400	Babu Vitho Pavane	Attendant
401	Neesha Raya Shinde	Attendant
402	Chaitanya Chetan Gawas	Attendant
403	Ramesh Laxman Harijan	Attendant
404	Nilesh Mahadev Parwar	Attendant
405	Navnath Kashinath Parwar	Attendant
406	Mahesh Vasu Gaude	Attendant
407	Ketan Fondu Gaude	Attendant
408	Shyam Mahadev Kunkolkar	Attendant
409	Sutchit Jaya Gaunso	Attendant
410	Mahesh Manohar Gaonkar	Attendant
411	Santosh Atchut Naik	Attendant
412	Sagar Bhingo Majik	Attendant

413	Devidas Krishna Paryekar	Attendant
414	Sandesh Rama Gaonkar	Attendant
415	Kalidas Harichandra Kudshekar	Attendant
416	Sarvesh Rama Gaonkar	Attendant
417	Durgaprassad S. Tilve	Attendant
418	Sachin A. Neogui	Attendant
419	Sainath Chandrakant Kerkar	Attendant
420	Vidhya Vishnu Gaonkar	Attendant
421	Sanjay Krishna Gaonkar	Attendant
422	Sajan Santosh Gosavi	Attendant
423	Pranali Prashant Gaude	Attendant
424	Kailas Tulshidas Gaude	Attendant
425	Sandesh Sadashiv Gawas	Attendant
426	Nalisha N Teli	Attendant
427	Sachin Sahadev Rane	Attendant
428	Sukanti S. Palkar	Attendant
429	Krishna Arun Chari	Attendant
430	Kishor Rama Gawade	Attendant
431	Neha Bhausahab Jadhav	Attendant
432	Tejashvi Tulshidas Kerkar	Attendant
433	Deepika Rama Sawant	Attendant
434	Durvesh Santosh Naik	Attendant
435	Trisha Rama Pawane	Attendant
436	Divya Dayanand Shetkar	Attendant
437	Raksha Vijay Joshi	Attendant
438	Vidhya Vithu Varak	Attendant
439	Rajanikant Vaman Gaude	Attendant
440	Talisha Ramray Shirodkar	Attendant
441	Diksha Yeshwant Mashelkar	Attendant
442	Suraj Laximan Mandrekar	Attendant
443	Vithal Harichandra Kudshekar	Attendant
444	Kishore Bingo Gaonkar	Attendant
445	Ajit G. Chodankar	Attendant
446	Gurudas Narayan Bottarkar	Attendant
447	Pratiksha Pandurang Gaude	Attendant
448	Kunda Suhas Naik	Attendant
449	Swapnil Vasudev Gaude	Attendant
450	Bibhishan Bhanudas Chandroji	Attendant
451	Dipali Dilip Pagi	Attendant
452	Rekha Raya Gauli	Attendant
453	Videsh Mahadev Kunkolkar	Attendant
454	Vatsala V. Gaonkar	Attendant
455	Kashinath S Ainkar	Attendant
456	Prajakata Pandurag Raul alias Asha Ludo Gawas	Attendant
457	Shailes Tukaram Gawas	Attendant

458	Adarsh Pandurang Madkaikar	Attendant
459	Sachita Sada Gaonkar	Attendant
460	Sanisha Santosh Naik	Attendant
461	Sunil Ramachandra Naikwad	Attendant
462	Nikhil Purushottam Mandrekar	Attendant
463	Dhaku Malgo Velip	Attendant
464	Namita D. Gaonkar	Attendant
465	Kiran P. Aiwale	Attendant
466	Umesh Raghunath Gawas	Attendant
467	Sunil Matho Varak	Attendant
468	Ravin N. Bhandari	Attendant
469	Vrushali B. Kandolkar	Attendant
470	Deepak Ulhas Naik	Attendant
471	Anisha Sawant	Multi Taksing Staff (Sweeper)
472	Deepak Paiguinkar	Multi Taksing Staff (Sweeper)
473	Meenaxi Gawas	Multi Taksing Staff (Sweeper)
474	Mangal Bhamaikar	Multi Taksing Staff (Sweeper)
475	Vassundhara Gaonkar	Multi Taksing Staff (Sweeper)
476	Sugandhi Gaonkar	Multi Taksing Staff (Sweeper)
477	Kamatam Dhannamma	Multi Taksing Staff (Sweeper)
478	Sushma A. Chari	Multi Taksing Staff (Sweeper)
479	Supriya Pednekar	Multi Taksing Staff (Sweeper)
480	Kanti Kosturo	Multi Taksing Staff (Sweeper)
481	Laxman Gavli	Multi Taksing Staff (Sweeper)
482	Gurunath Gaonkar	Multi Taksing Staff (Sweeper)
483	Janki Bhaip	Multi Taksing Staff (Sweeper)
484	Chandani D. Gaonkar	Multi Taksing Staff (Sweeper)
485	Mansi Gaude	Multi Taksing Staff (Sweeper)
486	Chandrika C. Tanodi	Multi Taksing Staff (Sweeper)
487	Vanita V. Varak	Multi Taksing Staff (Sweeper)
488	Pradnya D. Naik	Multi Taksing Staff (Sweeper)
489	Sandesh R Gaude	Multi Taksing Staff (Sweeper)
490	Govind L. Harijan	Multi Taksing Staff (Sweeper)
491	Dinesh Korgaonkar	Daftary
492	Vasudev Krishna Navelkar	Psychiatric Patient Caretaker
493	Babu Anant Gaonkar	Psychiatric Patient Caretaker
494	Manohar Arjun Newagi	Psychiatric Patient Caretaker
495	Dnyaneshwar Harichandra Gaonkar	Psychiatric Patient Caretaker
496	Kiran Ravindra Rane	Psychiatric Patient Caretaker
497	Akshay Arjun Mane	Psychiatric Patient Caretaker
498	Swapnil Anant Kumbhar	Psychiatric Patient Caretaker
499	Swetan Shankar Salgaonkar	Psychiatric Patient Caretaker
500	Nilam Dhulu Pingle	Psychiatric Patient Caretaker
501	Mahesh Kano Falo	Psychiatric Patient Caretaker
502	Kundan Ratnakar Salgaonkar	Psychiatric Patient Caretaker
503	Govind Harichandra Gaude	Psychiatric Patient Caretaker
504	Pradeep Yeso Malekar	Psychiatric Patient Caretaker
505	Nakul Pingu Kurtikar	Psychiatric Patient Caretaker
506	Sandeep Chandrakant	Psychiatric Patient Caretaker

	Gawas	
507	Ajit Khemlo Gaonkar	Psychiatric Patient Caretaker
508	Deelip Shiva Gaonkar	Psychiatric Patient Caretaker
509	Sudesh Ladu Gaonkar	Psychiatric Patient Caretaker
510	Shayas Sonu Tate	Psychiatric Patient Caretaker
512	Chaitali Bhairu Varak	Psychiatric Patient Caretaker
513	Diptesh Naguesh Naik	Psychiatric Patient Caretaker
514	Manoj Manohar Chari	Psychiatric Patient Caretaker
515	Durgesh Vaman Gauns	Psychiatric Patient Caretaker
516	Rajanikant Rama Savardekar	Psychiatric Patient Caretaker
517	Digambar Vithoba Gawas	Psychiatric Patient Caretaker
518	Sangeeta Deu Zore	Psychiatric Patient Caretaker
519	Sandeep Uttam Gaonkar	Psychiatric Patient Caretaker
520	Sunil Narayan Gaonkar	Psychiatric Patient Caretaker
521	Ramnath Kamlakant Chari	Psychiatric Patient Caretaker
522	Vivek Uday Chari	Psychiatric Patient Caretaker
523	Yogesh laxman Tandel	Psychiatric Patient Caretaker
524	Ravi Krishna Gawade	Psychiatric Patient Caretaker
525	Vithal Vinayak Parwar	Psychiatric Patient Caretaker
526	Vinod Shankar Gaonkar	Psychiatric Patient Caretaker
527	Atisha Ashok Mapari	Psychiatric Patient Caretaker
528	Sanjil Hiru Parab	Psychiatric Patient Caretaker
529	Harichandra Kalidas Gaonkar	Psychiatric Patient Caretaker
530	Gopal Manohar Paryekar	Psychiatric Patient Caretaker
531	Bablo Bhago Shelke	Psychiatric Patient Caretaker
532	Arjun Mahadev Gaonkar	Psychiatric Patient Caretaker
533	Amit Yeshwantrao Dessai	Psychiatric Patient Caretaker
534	Milind Narayan Nagvenkar	Psychiatric Patient Caretaker
535	Anant Govind Gaonkar	Psychiatric Patient Caretaker
536	Kirti Raja Kundaikar	Psychiatric Patient Caretaker
537	Paresh H. Velip	Psychiatric Patient Caretaker

**Section 4(1)(b)(x) :- The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;**

Sr. No.	Name of the Officer / Employee	Designation	Pay Level
1	Prof. Dr. S. M. Bandekar (additional charge)	Director	
2	Dr. Shilpa Waikar	Associate Professor holding additional charge of Professor & HOD	Level 14
3	Dr. Ashutosh Prabhu Dessai	Associate Professor in Psychiatry	Level 14
4	Dr. Mary C S'Souza	Associate Professor in Psychiatry	Level 14
5	Dr. Bharti Chavan	Associate Professor in Psychiatric Social Work	Level 11



6	Dr. Nayana Naik	Assistant Professor in Psychiatry	Level 14
7	Dr. Anil V. Rane	Assistant Professor in Psychiatry/Medical Superintendent (Additional Charge)	Level 13
8	Dr. Ashish Srivastava	Assistant Professor in Psychiatry	Level 13
9	Shri Sudesh N. Gaude	Assistant Professor in Psychiatric Social Work	Level 11
10	Shri Vithoba N. Mhalkar	Assistant Professor in Psychiatric Nursing	Level 11
11	Dr. Wenona Fernandes	Lecturer	Level 12
12	Dr. Gaurav Haldankar	Lecturer (on contract)	Consolidated
	Dr. Kartik Vangal	Lecturer (on contract)	Consolidated
	Roderick Monteiro	Clinical Psychologist	Level 11
13	Dr. Maria Agnela G.C.S. Rodrigues	Anaesthetist	Level 14
14	Dr. Anushka Da Silva Pereira	Pathologist	Level10
15	Dr. Pooja M. Madkaiker	Dy. Director (Admn.)	Level 10
16	Smt. Pearl Fernandes	Biochemist	Level 7
17	Smt. Deepali Naik	Psychiatric Social Worker	Level 6
18	Shri Gautam Kamat	Assistant Accounts Officer	Level 7
19	Smt. Vinaya Karpe	Assistant Pharmaceutical Chemist	Level 6
20	Dr. Nihal Baliga	Senior Resident	Consolidated
22	Dr. Colin Braganza	Senior Resident	Consolidated
23	Dr. Kirti Umarye	Senior Resident	Consolidated
24	Dr. Yeshwarya Chanekar	Senior Resident	Consolidated
25	Dr. Soumya Kumar Jha	Senior Resident	Consolidated
26	Dr. Mesha Bene	Senior Resident	Consolidated
	Dr. Seeja Mahale	Senior Resident	Consolidated
27	Dr. Anashwara Sasindran	Senior Resident	Consolidated
28	Dr. Vanshika Malik	Senior Resident	Consolidated
29	Dr. A. M. Ajay Aditya	Senior Resident	Consolidated
30	Dr. Tracinda Pinto	Junior Resident	Consolidated
31	Dr. Celine John	Junior Resident	Consolidated
32	Dr. Alan Francis	Junior Resident	Consolidated
33	Dr. Abhishek Choudhary	Junior Resident	Consolidated
34	Dr. Shivanjali Gupta	Junior Resident	Consolidated
35	Dr. Lakshmi Nikam	Junior Resident	Consolidated
36	Dr. Bharat Taneja	Junior Resident	Consolidated
37	Dr. Sanat Lotlikar	Junior Resident	Consolidated
38	Dr. Heena H. Pednekar	Junior Resident	Consolidated
39	Dr. Padmini S. Prabhudesai	Junior Resident	Consolidated
40	Dr. Sumi Sahani	Junior Resident	Consolidated
41	Dr. Shadiya P	Junior Resident	Consolidated

42	Dr. Yogiraj Anand	Junior Resident	Consolidated
43	Dr. Kamana	Junior Resident	Consolidated
44	Dr. Ankur Basumatary	Junior Resident	Consolidated
45	Dr. Disha Halarnekar	Junior Resident	Consolidated
46	Dr. Sankalp Tari	Junior Resident	Consolidated
47	Dr. Chinar Kharangate	Junior Resident	Consolidated
48	Dr. Bilvesh Mandalia	Junior Resident	Consolidated
49	Dr. Neha Dias	Junior Resident	Consolidated
	Dr. Pallavi Saini	Junior Resident	Consolidated
	Dr. Aditi Modak	Junior Resident	Consolidated
	Dr. Vivek Tatrari	Junior Resident	Consolidated
50	Smt. Kamal Fatarpekar	Asstt. Matron	Level 9
51	Smt. Mercy J. Rodrigues	Ward Sister	Level 9
52	Smt. Rubina Fernandes	Ward Sister	Level 9
54	Smt. Vijaya Gad	Ward Sister	Level 9
55	Smt. Helena Monteiro	Ward Sister	Level 8
56	Smt. Socorina Borges	Ward Sister	Level 7
57	Smt. Amita Mardolkar	Ward Sister	Level 7
58	Smt. Patsy Joseph	Ward Sister	Level 9
59	Smt. Vandana Bastodkar	Ward Sister	Level 9
60	Smt. Arti Divkar	Ward Sister	Level 9
61	Shri. Subhash Chodankar	Ward Master	Level 9
62	Smt. Sneha Chodankar	Ward Sister	Level 8
63	Smt. Kashmira Vagurmekar	Ward Sister	Level 8
64	Smt. Siddha Chingale	Ward Sister	Level 8
65	Smt. Sandhya R. Navelkar	Ward Sister	Level 8
66	Smt. Shilpa Balekar	Ward Sister	Level 7
	Smt. Srikanti Arolkar	Ward Sister	Level 7
	Smt. Savitri Chari	Ward Sister	Level 7
	Smt. Yogita U. Bاندodkar	Ward Sister	Level 7
	Smt. Lina D'Souza	Ward Sister	Level 7
	Smt. Karuna Kerkar	Ward Sister	Level 7
	Smt. Nilima Kanolkar	Ward Sister (Officiating)	Level 7
	Smt. Rupa Rohidas Gaude	Ward Sister	Level 7
67	Smt. Priya Kamat	Dietician	Level 7
68	Shri. Uday Chari	Staff Nurse	Level 8
72	Smt. Nicie V. Pinheiro e Rodrigues	Staff Nurse	Level 7
77	Smt. Veronica Colaco	Staff Nurse	Level 7
78	Smt. Sonali S. Kundaikar	Staff Nurse	Level 7
79	Smt. Sneha S. Naik	Staff Nurse	Level 7
80	Smt. Rupa Satya Naik	Staff Nurse	Level 7
82	Smt. Priyanka Salgaonkar	Staff Nurse	Level 7
83	Smt. Savita D'Souza	Staff Nurse	Level 7
84	Smt. Bhavana Rane	Staff Nurse	Level 7
85	Smt. Karishma V.	Staff Nurse	Level 7

	Chimulkar		
86	Smt. Siya Sawant	Staff Nurse	Level 7
87	Smt. Sapna Raikar	Staff Nurse	Level 6
88	Smt. Ujwala Naik	Staff Nurse	Level 6
89	Smt. Clency Vaz	Staff Nurse	Level 6
90	Smt. Smita Dabholkar	Staff Nurse	Level 6
91	Shri Sandip Naik	Staff Nurse	Level 6
92	Veronica Lobo	Staff Nurse	Level 6
93	Muran Dias	Staff Nurse	Level 6
94	Padmashree G Rabinal	Staff Nurse	Level 6
95	Sadashiv Naik	Staff Nurse	Level 6
96	Victoria Monteiro	Staff Nurse	Level 6
97	Sushma Ramesh Pednekar	Staff Nurse	Level 6
98	Saloni Suresh Naik	Staff Nurse	Level 6
99	Satyam Pandharinath Usgaonkar	Staff Nurse	Level 6
100	Anchita Rohidas Naik	Staff Nurse	Level 6
101	Viola Antonio Goes	Staff Nurse	Level 6
102	Mitali Manguesh Naik	Staff Nurse	Level 6
103	Snesha Subhash Naik	Staff Nurse	Level 6
104	Shruti Janardan Gawandi	Staff Nurse	Level 6
105	Kranti Shrikant Surleker	Staff Nurse	Level 6
106	Sarva Sudhakar Pagi	Staff Nurse	Level 6
107	Nadisha Naguesh Murgaonkar	Staff Nurse	Level 6
108	Lalita Laximan Kankonkar	Staff Nurse	Level 6
109	Swati Vasu Shirodkar	Staff Nurse	Level 6
110	Monali Ramesh Velip	Staff Nurse	Level 6
111	Neha Dnyaneshwar Gawde	Staff Nurse	Level 6
112	ChayaVithobha Gaonkar	Staff Nurse	Level 6
113	Chanda Bab Velip	Staff Nurse	Level 6
114	Pratiksha Ramnath Velip	Staff Nurse	Level 6
115	Reshma Surya Gaude	Staff Nurse	Level 6
116	Diksha Nanda Gaude	Staff Nurse	Level 6
117	Kajal Krishna Parwar	Staff Nurse	Level 6
118	Diksha Bhagwant Parwar	Staff Nurse	Level 6
119	Vishranti Vishnu Shetye	Staff Nurse	Level 6
120	Shilpa Ganesh Gaonkar	Staff Nurse	Level 6
121	Evima Brenda Cardozo	Staff Nurse	Level 6
122	Pradnya Ramesh Mhauskar	Staff Nurse	Level 6
123	Andrea Josefina D'souza	Staff Nurse	Level 6
124	Pritam Vithal Alias Rohit Naik	Staff Nurse	Level 6
125	Nelia Andrea Jorge	Staff Nurse	Level 6
126	Tapasvi Umesh Sawant Dessai	Staff Nurse	Level 6

127	Grenyo Credfil Menezes	Staff Nurse	Level 6
128	Disha Premdip Desai	Staff Nurse	Level 6
129	Ankita Paresh Raut	Staff Nurse	Level 6
130	Nisarg	Staff Nurse	Level 6
131	Girija Mahabaleshwar Nagbhatt	Staff Nurse	Level 6
132	Sneha vinod Naik	Staff Nurse	Level 6
133	Ron Joaquim Azavedo	Staff Nurse	Level 6
134	Archana Arjun Shetgaonkar	Staff Nurse	Level 6
135	Edina Dias	Staff Nurse	Level 6
136	Vaibhavi Naresh Aroskar	Staff Nurse	Level 6
137	Shruti Damodar Nagvekar	Staff Nurse	Level 6
138	Yadnya yeshwant Dalvi	Staff Nurse	Level 6
139	Sampada Yeshwant Naik	Staff Nurse	Level 6
140	Bhageshri Rajan Padwal	Staff Nurse	Level 6
141	Virgina Joana Mendonca	Staff Nurse	Level 6
142	Albiniya Agnelo Fernandes	Staff Nurse	Level 6
143	Priya Prashant Kholker	Staff Nurse	Level 6
144	Melissa Katherine D'souza	Staff Nurse	Level 6
145	Rasika Ramchandra Majik	Staff Nurse	Level 6
146	Mabel Anne Alvares	Staff Nurse	Level 6
147	Manjusha Mahesh Pai	Staff Nurse	Level 6
148	Vishal Dasharath Manturgekar	Staff Nurse	Level 6
149	Krishna Subhash Naik	Staff Nurse	Level 6
150	Shiny Ratnakar Naik	Staff Nurse	Level 6
151	Saili Jaiwant Naik	Staff Nurse	Level 6
152	Akshada Devidas Komarpant	Staff Nurse	Level 6
153	Shriya Babuso Pagi	Staff Nurse	Level 6
154	Sonali Prashant Pagi	Staff Nurse	Level 6
155	Geetanjali Gurudas Naik	Staff Nurse	Level 6
156	Maniksha Anand Adel	Staff Nurse	Level 6
157	Ritish Ramkrishna Naik	Staff Nurse	Level 6
158	Sunil Babu Kharat	Staff Nurse	Level 6
159	Saeely Santosh Gaonkar	Staff Nurse	Level 6
160	Roshani Santosh Naik	Staff Nurse	Level 6
161	Meghana Gajanan Hanjunker	Staff Nurse	Level 6
162	Smt. Shivani Chandelkar	Occupational Therapist	Level 5
163	Shri. Gajanan Naik	Head Clerk	Level 7
164	Shri. Seby Dias	Head Clerk	Level 6

165	Shri Prasad P. Parab	Accountant	Level 6
166	Smt. Cheila B. Fernandes	Female Handicraft Instructor	Level 6
167	Smt. Priyanka Shetgaonkar	Librarian	Level 5
168	Smt. Punam Bhagat	Lab Assistant Psychology	Level 6
169	Shri. Avinash Vasudev Rane	Artist cum Photographer	Level 5
170	Shri. Umesh Morye	Sr. Technician	Level 7
171	Smt. Sanika Mardolkar	Jr. Technician	Level 4
172	Pradnya Pundalik Parab	Jr. Technician	Level 4
173	Shri. Nazir Mulla	Pharmacist	Level 7
174	Smt. Hamida Chopdekar	Pharmacist	Level 7
175	Smt. Sheda Kharde	Pharmacist	Level 5
176	Smt. Jyoti Kamat	Pharmacist	Level 5
177	Smt. Devita Atmaram Gawas	Pharmacist	Level 5
178	Kum. Riya Vishnu Naik	Pharmacist	Level 5
179	Shri. Digvijay Shetgaokar	Steward	Level 5
180	Smt. Prutha P. Arlecar	Sr. Stenographer	Level 6
181	Shri. Laxman E Kaskar	EEG Technician	Level 5
182	Shri. Vishvesh Shirodkar	UDC	Level 4
183	Shri. Pratik Gawas	UDC	Level 4
184	Smt. Mrinalini Naik	UDC	Level 4
185	Shri. Siddesh Nagade	UDC	Level 4
186	Shri. Joaquim Fernandes	UDC	Level 4
187	Smt. Manthanika Kerkar	UDC	Level 4
188	Smt. Nivedita Chari	UDC	Level 4
189	Shri. Sandeep Parsekar	UDC	Level 4
190	Shri. Ravi Kundaikar	UDC	Level 4
191	Shri. Nery Fernandes	UDC/Storekeeper	Level 4
192	Shri Vivek Naik Stastistical Assistant (working arrangement)	Investigator	Level 5
193	Smt. Vaishali Tari	Technician for O.T.	Level 6
194	Shri. Satish Naik	Technician for O.T.	Level 5
195	Shri. Prajyot P. Gaonkar	LDC	Level 2
196	Smt. Nishita S. Pai Raiker	LDC	Level 2
197	Smt. Sapna Y. Khadji	LDC	Level 2
198	Shri. Hassan Sheikh	LDC	Level 2
199	Kum. Monaliza Thankachan	LDC	Level 2
200	Shri Yogesh Gawade	LDC	Level 2
201	Shri Pralhad Tanodi	LDC	Level 2
202	Smt. Yogeeta Gauresh Paryekar	LDC	Level 2

203	Shri. Siddhesh Vasudev Naik	LDC	Level 2
204	Shri.Siddhanath Shankar Naik	LDC	Level 2
205	Shri.Saharsh Santosh Naik	LDC	Level 2
206	Kum. Shreya Gaurikumar Manerkar	LDC	Level 2
207	Kum. Ankita Anand Shilkar	LDC	Level 2
208	Shri.Vaibhav Kamlakar Parab	LDC	Level 2
209	Smt. Sanisha Sanjiv Prabhu Khanolkar	LDC	Level 2
210	Shri. Sidhidh Chandrashekar Barad	LDC	Level 2
211	Shri. Sanjay Dasharath Gawas	LDC	Level 2
212	Kum. Asha Uttam Melekar	LDC	Level 2
213	Smt. Rana Tarannum Huldikar	LDC	Level 2
214	Kum. Puja Subash kalanguttkar	LDC	Level 2
215	Shri. Shamir Khan Kadkol	LDC	Level 2
216	Smt. Vishranti Vinod Shirodkar	LDC	Level 2
217	Shri.Viraj Shyam Sangodkar	LDC	Level 2
218	Shri. Sarvesh Surya Gawas	Recreational Therapist	Level 2
219	Shri. Swapnil Subhedar	Assistant Electrician	Level 2
220	Shri. Shaikh Wahab	H.M.V Driver	Level 5
221	Shri. Domnic D'Silva	H.M.V Driver	Level 6
222	Shri. Chandrashekhar Hulginal	L.M.V Driver	Level 4
223	Shri. Devanand Pereira	L.M.V Driver	Level 3
224	Shri. Vasudev Kudkikar	L.M.V Driver	Level 3
225	Smt. Prerana Gaonkar	Telephone Operator	Level 5
226	Smt. Devika Arlekar	Telephone Operator	Level 4
227	Shri. Prakash Sawant	Carpenter	Level 3
228	Smt. Yogita Dessai	Tailor	Level 4
229	Smt. Anandi Parab	Tailor	Level 2
230	Shri. Sadanand Ibrampurkar	Barber-Male	Level 4
231	Smt. Celina Lawrence	Barber – Female	Level 3
232	Shri. Sebastiao Cardozo	Kitchen Supervisor	Level 3
233	Shri. Premnath Parab	Cook	Level 2
234	Smt. Shubhangi Naik	Cook	Level 2
235	Shri Kanta P. Fernandes	Cook	Level 2
236	Shri Fati Mukund Gaude	Cook	Level 1

237	Shri Raghunath S. Gawade	Cook	Level 1
238	Shri. Mukund D. Thakur	Cook	Level 1
239	Smt. Sushila Madar	Utensil Washer	Level 1
240	Smt. Gitanjali G. Gaonkar	Utensil Washer	Level 1
241	Shri Yesso Arolkar	Watchman	Level 3
242	Shri Narendra Gaude	Watchman	Level 3
243	Shri Antonio de Souza	Watchman	Level 2
244	Shri Mohandas Wadyekar	Multi Taksing Staff (Daftary)	Level 3
245	Shri Upendra Naik	Multi Taksing Staff (Peon)	Level 1
246	Smt. Divya Gaonkar	Multi Taksing Staff (Peon)	Level 1
247	Harshadwiti Mahabaleshwar Parab	Multi Taksing Staff (Peon)	Level 1
248	Sanjyot Shrikant Naik	Multi Taksing Staff (Peon)	Level 1
249	Govind Harichandra Gawade	Multi Taksing Staff (Peon)	Level 1
250	Smt. Meera Gaude	Attendant	Level 4
251	Shri Sandeep Chodankar	Attendant	Level 3
252	Smt. Fatima Fernandes	Attendant	Level 3
253	Shri Vishnu Gawas	Attendant	Level 3
254	Shri. Mahesh Gawas	Attendant	Level 3
255	Shri. Ashok Rosario	Attendant	Level 3
256	Smt. Rajani M. Gawas	Attendant	Level 3
257	Smt. Virgina Noronha	Attendant	Level 3
258	Smt. Namisha Kubal	Attendant	Level 3
259	Smt. Shali Murgaonkar	Attendant	Level 3
260	Smt. Caitani Da-Cruz	Attendant	Level 3
261	Smt. Savita Canconkar	Attendant	Level 3
262	Smt. Kamal Palkar	Attendant	Level 3
263	Smt. Sabinabi Nagnoor	Attendant	Level 3
264	Shri Anand Toraskar	Attendant	Level 3
265	Smt. Manik Gawas	Attendant	Level 3
266	Smt. Reshmi Shirodkar	Attendant	Level 3
267	Smt. Mangal Gawas	Attendant	Level 2
268	Shri. Babal Haldankar	Attendant	Level 2
269	Shri Mohan Naik	Attendant	Level 2
270	Smt Shivleela Sarshetti	Attendant	Level 2
271	Shri Uday Gaonkar	Attendant	Level 2
272	Smt.Pushpalata Naik	Attendant	Level 2
273	Smt. Vinanti Kuttikar	Attendant	Level 2
274	Smt. Arti Matonkar	Attendant	Level 3
275	Smt. Sangeeta Satardekar	Attendant	Level 2
276	Shri Mangesh Divkar	Attendant	Level 2
277	Shri Santosh Bhikaji Gaonkar	Attendant	Level 2
278	Shri Rajendra Gawas	Attendant	Level 2
279	Shri Naresh Kuttikar	Attendant	Level 2
280	Shri Shyamsundar Gaonkar	Attendant	Level 2

281	Shri Ashok P. Gawas	Attendant	Level 2
282	Shri Jairam S. Naik	Attendant	Level 2
283	Smt. Mangal Shirodkar	Attendant	Level 2
284	Shri Ashok S. Bankar	Attendant	Level 2
285	Shri Kishor V. Parit	Attendant	Level 2
286	Smt. Reshma Bi Shakir Sayyed	Attendant	Level 2
287	Shri Gopal S. Gosavi	Attendant	Level 2
288	Shri Shantaram Nevagi	Attendant	Level 2
289	Shri. Santosh R. Gaonkar	Attendant	Level 2
290	Shri Surya B. Gaonkar	Attendant	Level 2
291	Shri. Nilkant Y. Gawas	Attendant	Level 2
292	Smt. Nandini Kuncolkar	Attendant	Level 1
293	Smt. Anjani Shirvoikar	Attendant	Level 1
294	Shri Laxman Shrikant Naik	Attendant	Level 2
295	Shri Sachin Gaonkar	Attendant	Level 2
296	Shri Janu Navlo Zore	Attendant	Level 2
297	Smt. Nutan Desai	Attendant	Level 2
298	Shri Vithoba S. Gaonkar	Attendant	Level 2
299	Smt. Rohini Ramdas Gawas	Attendant	Level 2
300	Smt. Tanusha Kuttikar	Attendant	Level 1
301	Smt. Suma Khanolkar	Attendant	Level 1
302	Smt. Sushma Pingle	Attendant	Level 2
303	Shri Ramdas Bana Parwar	Attendant	Level 2
304	Shri Bhalchandra V. Bhatekar	Attendant	Level 2
305	Shri Bandu Kalu Parwar	Attendant	Level 2
306	Shri Babani T. Gaude	Attendant	Level 2
307	Shri Vishram Arjun Harijan	Attendant	Level 2
308	Smt. Kanika K. Parit	Attendant	Level 2
309	Shri Krishna A. Gawas	Attendant	Level 2
310	Smt. Shalini Godinho	Attendant	Level 2
311	Smt. Rohini R. Madkaikar	Attendant	Level 2
312	Shri. Vijay Kunkolkar	Attendant	Level 2
313	Shri Prabhakar Yetrekar	Attendant	Level 2
314	Smt. Rajmini R. Gaonkar	Attendant	Level 2
315	Smt. Divya D. Gaonkar	Attendant	Level 2
316	Shri Manjunath Kolkar	Attendant	Level 1
317	Shri Anil Sawant	Attendant	Level 1
318	Smt. Sandhya Gaunkar	Attendant	Level 1
319	Shri Anant Raut	Attendant / Sweeper	Level 1
320	Shri Budhaji Mandrekar	Attendant / Sweeper	Level 1
321	Shri Ankush Kanolkar	Attendant / Sweeper	Level 1
322	Shri Suresh Talkatkar	Attendant / Sweeper	Level 1



323	Shri Dnyaneshwar Naik	Attendant / Sweeper	Level 1
324	Shri Mahesh Insulkar	Attendant / Sweeper	Level 1
325	Shri Manohar Sawant	Attendant / Sweeper	Level 1
326	Shri Tulsidas Andrade	Attendant / Sweeper	Level 1
327	Smt Supriya Shirodkar	Attendant / Sweeper	Level 1
328	Smt. Nilima Chodankar	Attendant / Sweeper	Level 1
329	Shri Ashok Shetkar	Attendant / Sweeper	Level 1
330	Vijay Vithal Gawas	Attendant	Level 1
331	Siddhant Narayan Naik	Attendant	Level 1
332	Tulshidas Harichandra Gaonkar	Attendant	Level 1
333	Budho Apa Gawade	Attendant	Level 1
334	Pandurang Vishnu Narvekar	Attendant	Level 1
335	Rohan Ramchandra Gaonkar	Attendant	Level 1
336	Omkar Govind Gosavi	Attendant	Level 1
337	Prajot Pandurang Naik	Attendant	Level 1
338	Harshad Vilas Priolkar	Attendant	Level 1
339	Umesh Shau Kharwat	Attendant	Level 1
340	Pandurang Narayan Zore	Attendant	Level 1
341	Vishal Vitho Kharvat	Attendant	Level 1
342	Kissan Madhu Naik	Attendant	Level 1
343	Suvidha Sago Yamkar	Attendant	Level 1
344	Seema Bablo Varak	Attendant	Level 1
345	Sameer Dhulo Doifode	Attendant	Level 1
346	Sangita Gangaram Yamkar	Attendant	Level 1
347	Rakesh Thoko Yamkar	Attendant	Level 1
348	Keshav Laxman Gawde	Attendant	Level 1
349	Dinesh Dattaram Kavlekar	Attendant	Level 1
350	Maheshver Dhananjay Kunkolkar	Attendant	Level 1
351	Miraj Hanumant Narvekar	Attendant	Level 1
352	Sarita Vishal Gaude	Attendant	Level 1
353	Vijay Ramkrishna Vernekar	Attendant	Level 1
354	Vijay Pandurang Amonkar	Attendant	Level 1
355	Sunita Vinayak Shirodkar	Attendant	Level 1
356	Ankush Mahadev Pirankar	Attendant	Level 1
357	Shidesh Babli Gawas	Attendant	Level 1
358	Rashmi Dattaram Gaude	Attendant	Level 1
359	Krishna Sadko Gaonkar	Attendant	Level 1
360	Ramesh Vishnu Naik	Attendant	Level 1
361	Mahamad Ismail Aga	Attendant	Level 1
362	Manisha Siddesh	Attendant	Level 1

	Matnekar		
363	Devarsh Laxman Rane	Attendant	Level 1
364	Mossin Abdul Shaikh	Attendant	Level 1
365	Bhisso Suresh Gaonkar	Attendant	Level 1
366	Rupesh Gajanan Shetye	Attendant	Level 1
367	Mahadev Laxman Gawas	Attendant	Level 1
368	Pranita Bhiso Gawakar	Attendant	Level 1
369	Krishna Sukdo Gaude	Attendant	Level 1
370	Sahil Mahadev Gaonkar	Attendant	Level 1
371	Devidas Fati Gawas	Attendant	Level 1
372	Mahesh Fati Gaonkar	Attendant	Level 1
373	Prajyot Prabhakar Rane	Attendant	Level 1
374	Kashinath Aapa Rane	Attendant	Level 1
375	Shaina Amjat Khan Patel	Attendant	Level 1
376	Anisha Ashok Bordekar	Attendant	Level 1
377	Ujwala Vasudev Malik	Attendant	Level 1
378	Asha Sandeep Gawas	Attendant	Level 1
379	Avni Anil Gawas	Attendant	Level 1
380	Nikita Parcekar	Attendant	Level 1
381	Pari Paresh Naik	Attendant	Level 1
382	Ravindra Ankush Yedge	Attendant	Level 1
383	Reshma Krishna Varak	Attendant	Level 1
384	Dharmendra Baburao Chopdekar	Attendant	Level 1
385	Sarvesh Gurudas Chari	Attendant	Level 1
386	Inju Mako Konkre	Attendant	Level 1
387	Arvind Ashok Naik	Attendant	Level 1
388	Rama Vithu Varak	Attendant	Level 1
389	Shivadas Raghunath Chari	Attendant	Level 1
390	Laxman Janu Zore	Attendant	Level 1
391	Lav Santosh Naik	Attendant	Level 1
392	Umesh Bhiro Pawane	Attendant	Level 1
393	Bablo Jano Zore	Attendant	Level 1
394	Sanjyog Janu Kharwat	Attendant	Level 1
395	Madan Tulshidas Naik	Attendant	Level 1
396	Ujwala Ramdas Naik	Attendant	Level 1
397	Priya Pradeep Shetkar	Attendant	Level 1
398	Siya Shaynesh Hedge	Attendant	Level 1
399	Bhago Babu Varak	Attendant	Level 1
400	Babu Vitho Pavane	Attendant	Level 1
401	Neesha Raya Shinde	Attendant	Level 1
402	Chaitanya Chetan Gawas	Attendant	Level 1
403	Ramesh Laxman Harijan	Attendant	Level 1
404	Nilesh Mahadev Parwar	Attendant	Level 1
405	Navnath Kashinath Parwar	Attendant	Level 1
406	Mahesh Vasu Gaude	Attendant	Level 1
407	Ketan Fondu Gaude	Attendant	Level 1

408	Shyam Mahadev Kunkolkar	Attendant	Level 1
409	Sutchit Jaya Gaunso	Attendant	Level 1
410	Mahesh Manohar Gaonkar	Attendant	Level 1
411	Santosh Atchut Naik	Attendant	Level 1
412	Sagar Bhingo Majik	Attendant	Level 1
413	Devidas Krishna Paryekar	Attendant	Level 1
414	Sandesh Rama Gaonkar	Attendant	Level 1
415	Kalidas Harichandra Kudshekar	Attendant	Level 1
416	Sarvesh Rama Gaonkar	Attendant	Level 1
417	Durgaprassad S. Tilve	Attendant	Level 1
418	Sachin A. Neogui	Attendant	Level 1
419	Sainath Chandrakant Kerkar	Attendant	Level 1
420	Vidhya Vishnu Gaonkar	Attendant	Level 1
421	Sanjay Krishna Gaonkar	Attendant	Level 1
422	Saajan Santosh Gosavi	Attendant	Level 1
423	Pranali Prashant Gaude	Attendant	Level 1
424	Kailas Tulshidas Gaude	Attendant	Level 1
425	Sandesh Sadashiv Gawas	Attendant	Level 1
426	Nalisha N Teli	Attendant	Level 1
427	Sachin Sahadev Rane	Attendant	Level 1
428	Sukanti S. Palkar	Attendant	Level 1
429	Krishna Arun Chari	Attendant	Level 1
430	Kishor Rama Gawade	Attendant	Level 1
431	Neha Bhausahab Jadhav	Attendant	Level 1
432	Tejashvi Tulshidas Kerkar	Attendant	Level 1
433	Deepika Rama Sawant	Attendant	Level 1
434	Durvesh Santosh Naik	Attendant	Level 1
435	Trisha Rama Pawane	Attendant	Level 1
436	Divya Dayanand Shetkar	Attendant	Level 1
437	Raksha Vijay Joshi	Attendant	Level 1
438	Vidhya Vithu Varak	Attendant	Level 1
439	Rajanikant Vaman Gaude	Attendant	Level 1
440	Talisha Ramray Shirodkar	Attendant	Level 1
441	Diksha Yeshwant Mashelkar	Attendant	Level 1
442	Suraj Laximan Mandrekar	Attendant	Level 1
443	Vithal Harichandra Kudshekar	Attendant	Level 1
444	Kishore Bingo Gaonkar	Attendant	Level 1
445	Ajit G. Chodankar	Attendant	Level 1
446	Gurudas Narayan Bottarkar	Attendant	Level 1

447	Pratiksha Pandurang Gaude	Attendant	Level 1
448	Kunda Suhas Naik	Attendant	Level 1
449	Swapnil Vasudev Gaude	Attendant	Level 1
450	Bibhishan Bhanudas Chandroji	Attendant	Level 1
451	Dipali Dilip Pagi	Attendant	Level 1
452	Rekha Raya Gauli	Attendant	Level 1
453	Videsh Mahadev Kunkolkar	Attendant	Level 1
454	Vatsala V. Gaonkar	Attendant	Level 1
455	Kashinath S Ainkar	Attendant	Level 1
456	Prajakata Pandurag Raul alias Asha Ludo Gawas	Attendant	Level 1
457	Shailes Tukaram Gawas	Attendant	Level 1
458	Adarsh Pandurang Madkaikar	Attendant	Level 1
459	Sachita Sada Gaonkar	Attendant	Level 1
460	Sanisha Santosh Naik	Attendant	Level 1
461	Sunil Ramachandra Naikwad	Attendant	Level 1
462	Nikhil Purushottam Mandrekar	Attendant	Level 1
463	Dhaku Malgo Velip	Attendant	Level 1
464	Namita D. Gaonkar	Attendant	Level 1
465	Kiran P. Aiwale	Attendant	Level 1
466	Umesh Raghunath Gawas	Attendant	Level 1
467	Sunil Matho Varak	Attendant	Level 1
468	Ravin N. Bhandari	Attendant	Level 1
469	Vrushali B. Kandolkar	Attendant	Level 1
470	Deepak Ulhas Naik	Attendant	Level 1
471	Anisha Sawant	Multi Taksing Staff (Sweeper)	Level 1
472	Deepak Paiguinkar	Multi Taksing Staff (Sweeper)	Level 1
473	Meenaxi Gawas	Multi Taksing Staff (Sweeper)	Level 1
474	Mangal Bhamaikar	Multi Taksing Staff (Sweeper)	Level 1
475	Vassundhara Gaonkar	Multi Taksing Staff (Sweeper)	Level 1
476	Sugandhi Gaonkar	Multi Taksing Staff (Sweeper)	Level 1
477	Kamatam Dhannamma	Multi Taksing Staff (Sweeper)	Level 1
478	Sushma A. Chari	Multi Taksing Staff (Sweeper)	Level 1
479	Supriya Pednekar	Multi Taksing Staff (Sweeper)	Level 1
480	Kanti Kosturo	Multi Taksing Staff (Sweeper)	Level 1
481	Laxman Gavli	Multi Taksing Staff (Sweeper)	Level 1

482	Gurunath Gaonkar	Multi Taksing Staff (Sweeper)	Level 1
483	Janki Bhaip	Multi Taksing Staff (Sweeper)	Level 1
484	Chandani D. Gaonkar	Multi Taksing Staff (Sweeper)	Level 1
485	Mansi Gaude	Multi Taksing Staff (Sweeper)	Level 1
486	Chandrika C. Tanodi	Multi Taksing Staff (Sweeper)	Level 1
487	Vanita V. Varak	Multi Taksing Staff (Sweeper)	Level 1
488	Pradnya D. Naik	Multi Taksing Staff (Sweeper)	Level 1
489	Sandesh R Gaude	Multi Taksing Staff (Sweeper)	Level 1
490	Govind L. Harijan	Multi Taksing Staff (Sweeper)	Level 1
491	Dinesh Korgaonkar	Daftary	Level 4
492	Vasudev Krishna Navelkar	Psychiatric Patient Caretaker	Level 1
493	Babu Anant Gaonkar	Psychiatric Patient Caretaker	Level 1
494	Manohar Arjun Newagi	Psychiatric Patient Caretaker	Level 1
495	Dnyaneshwar Harichandra Gaonkar	Psychiatric Patient Caretaker	Level 1
496	Kiran Ravindra Rane	Psychiatric Patient Caretaker	Level 1
497	Akshay Arjun Mane	Psychiatric Patient Caretaker	Level 1
498	Swapnil Anant Kumbhar	Psychiatric Patient Caretaker	Level 1
499	Swetan Shankar Salgaonkar	Psychiatric Patient Caretaker	Level 1
500	Nilam Dhulu Pingle	Psychiatric Patient Caretaker	Level 1
501	Mahesh Kano Falo	Psychiatric Patient Caretaker	Level 1
502	Kundan Ratnakar Salgaonkar	Psychiatric Patient Caretaker	Level 1
503	Govind Harichandra Gaude	Psychiatric Patient Caretaker	Level 1
504	Pradeep Yeso Malekar	Psychiatric Patient Caretaker	Level 1
505	Nakul Pingu Kurtikar	Psychiatric Patient Caretaker	Level 1
506	Sandeep Chandrakant Gawas	Psychiatric Patient Caretaker	Level 1
507	Ajit Khemlo Gaonkar	Psychiatric Patient Caretaker	Level 1
508	Deelip Shiva Gaonkar	Psychiatric Patient Caretaker	Level 1
509	Sudesh Ladu Gaonkar	Psychiatric Patient Caretaker	Level 1
510	Shayas Sonu Tate	Psychiatric Patient Caretaker	Level 1
512	Chaitali Bhairu Varak	Psychiatric Patient	Level 1

		Caretaker	
513	Diptesh Naguesh Naik	Psychiatric Patient Caretaker	Level 1
514	Manoj Manohar Chari	Psychiatric Patient Caretaker	Level 1
515	Durgesh Vaman Gauns	Psychiatric Patient Caretaker	Level 1
516	Rajanikant Rama Savardekar	Psychiatric Patient Caretaker	Level 1
517	Digambar Vithoba Gawas	Psychiatric Patient Caretaker	Level 1
518	Sangeeta Deu Zore	Psychiatric Patient Caretaker	Level 1
519	Sandeep Uttam Gaonkar	Psychiatric Patient Caretaker	Level 1
520	Sunil Narayan Gaonkar	Psychiatric Patient Caretaker	Level 1
521	Ramnath Kamlakant Chari	Psychiatric Patient Caretaker	Level 1
522	Vivek Uday Chari	Psychiatric Patient Caretaker	Level 1
523	Yogesh laxman Tandel	Psychiatric Patient Caretaker	Level 1
524	Ravi Krishna Gawade	Psychiatric Patient Caretaker	Level 1
525	Vithal Vinayak Parwar	Psychiatric Patient Caretaker	Level 1
526	Vinod Shankar Gaonkar	Psychiatric Patient Caretaker	Level 1
527	Atisha Ashok Mapari	Psychiatric Patient Caretaker	Level 1
528	Sanjil Hiru Parab	Psychiatric Patient Caretaker	Level 1
529	Harichandra Kalidas Gaonkar	Psychiatric Patient Caretaker	Level 1
530	Gopal Manohar Paryekar	Psychiatric Patient Caretaker	Level 1
531	Bablo Bhago Shelke	Psychiatric Patient Caretaker	Level 1
532	Arjun Mahadev Gaonkar	Psychiatric Patient Caretaker	Level 1
533	Amit Yeshwantrao Dessai	Psychiatric Patient Caretaker	Level 1
534	Milind Narayan Nagvenkar	Psychiatric Patient Caretaker	Level 1
535	Anant Govind Gaonkar	Psychiatric Patient Caretaker	Level 1
536	Kirti Raja Kundaikar	Psychiatric Patient Caretaker	Level 1
537	Paresh H. Velip	Psychiatric Patient Caretaker	Level 1

**Section 4(1)(b)(xi):-** The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;

Demand No. 49 INSTITUTE OF PSYCHIATRY AND HUMAN BEHAVIOUR

Abstract of Major Heads, Sub-Major Heads, Minor Heads and Detailed Heads

(Rs. in lakhs)

Demand, Major, Sub-Major, Minor and Detailed Heads	Actuals	Budget Estimates	Revised Estimates	Budget Estimates
	2021 - 2022	2022 - 2023	2022 - 2023	2023 - 2024
	Total	Total	Total	Total
1	2	3	4	5
01 Deduct - Recoveries of overpayment of previous year	-2.81	--	--	--
01 Salaries	-1.58	--	--	--
13 Office expenses	-1.23	--	--	--
21 Supplies and Materials	--	--	--	--
Total Capital Expenditure	399.61	1060.00	1060.00	1500.00
4210 Capital Outlay on Medical and Public Health	399.61	1060.00	1060.00	1500.00
03 Medical Education, Training and Research	399.61	1060.00	1060.00	1500.00
105 Allopathy	399.61	1060.00	1060.00	1500.00
01 Buildings (Psychiatry and Human Behaviour)	91.38	750.00	750.00	500.00
53 Major Works	91.38	750.00	750.00	500.00
02 Establishment charges transferred from "2059 - Public Works"	--	--	--	--
02 Wages	--	--	--	--
03 Tools and Plant charges transferred from "2059 - Public Works"	--	--	--	--
52 Machinery and equipment	--	--	--	--
04 Equipment (IPHB)	8.23	10.00	10.00	--
51 Motor vehicles	--	--	--	--
52 Machinery and equipment	8.23	10.00	10.00	--
05 Establishment of Center of Excellence under NMHP (A)	300.00	300.00	300.00	1000.00
60 Other capital expenditure	300.00	300.00	300.00	1000.00

**Demand No. 49 INSTITUTE OF PSYCHIATRY AND HUMAN BEHAVIOUR**

**Abstract of Major Heads, Sub-Major Heads, Minor Heads and Detailed Heads**

	Revenue	Capital	Total
<b>Charged</b>	--	--	--
<b>Voted</b>	5700.90	1500.00	7200.90
<b>Total</b>	5700.90	1500.00	7200.90

(Rs. in lakhs)

Demand, Major, Sub-Major, Minor and Detailed Heads	Actuals	Budget Estimates	Revised Estimates	Budget Estimates
	2021 - 2022	2022 - 2023	2022 - 2023	2023 - 2024
	Total	Total	Total	Total
1	2	3	4	5
<b>TOTAL DEMAND 49 (Revenue &amp; Capital)</b> [ 2071, 2210, 4210]	3546.52	6094.95	6264.95	7200.90
<b>Total Revenue Expenditure</b>	3146.91	5034.95	5204.95	5700.90
<b>2071 Pensions and Other Retirement Benefits</b>	107.85	500.00	500.00	400.00
01 Civil	107.85	500.00	500.00	400.00
<b>117 Government Contribution for Defined Contribution Scheme</b>	107.85	500.00	500.00	400.00
01 Defined Contribution Pension Scheme	107.85	500.00	500.00	400.00
01 Salaries	107.85	500.00	500.00	400.00
<b>2210 Medical and Public Health</b>	3039.06	4534.95	4704.95	5300.90
01 Urban Health Services - Allopathy	3039.06	4534.95	4704.95	5300.90
<b>110 Hospitals and Dispensaries</b>	3041.87	4534.95	4704.95	5300.90
01 Institute of Psychiatry and Human Behaviour	2951.85	4369.30	4539.30	5101.00
01 Salaries	2359.92	3600.00	3600.00	4200.00
02 Wages	107.67	142.00	142.00	142.00
07 Outsourcing of Utility Attendants	--	--	--	310.00
08 Maintenance of I.T. Equipments	--	--	--	3.00
09 Maintenance of Non I.T. Equipments / Machinery	--	--	--	4.00
10 Maintenance of Cars and Other Vehicles	--	--	--	2.50
11 Domestic travel expenses	--	0.30	0.30	2.00
13 Office expenses	297.88	250.00	420.00	47.50
18 Entertainment / Gift Expenses	--	--	--	0.20
19 Stationery Expenses	--	--	--	10.00
21 Supplies and Materials	44.83	250.00	250.00	200.00



**Demand No. 49 INSTITUTE OF PSYCHIATRY AND HUMAN BEHAVIOUR**

**Abstract of Major Heads, Sub-Major Heads, Minor Heads and Detailed Heads**

(Rs. in lakhs)

Demand, Major, Sub-Major, Minor and Detailed Heads	Actuals	Budget Estimates	Revised Estimates	Budget Estimates
	2021 - 2022	2022 - 2023	2022 - 2023	2023 - 2024
	Total	Total	Total	Total
1	2	3	4	5
26 Advertising and Publicity	0.74	2.00	2.00	2.00
27 Minor Works	92.54	50.00	50.00	--
29 Telephone / Mobile Charges	--	--	--	0.20
36 Procurement of I.T. Equipments	--	--	--	10.00
37 Exhibition / Fair Expenses	--	--	--	0.10
38 Furniture Expenses	--	--	--	20.00
39 Electricity Charges	--	--	--	12.50
40 Water Charges	--	--	--	15.00
50 Other charges	48.27	75.00	75.00	120.00
<b>02 Institute of Psychiatry and Human Behaviour</b>	<b>2.30</b>	--	--	--
01 Salaries	--	--	--	--
03 Overtime Allowance	--	--	--	--
11 Domestic travel expenses	--	--	--	--
13 Office expenses	--	--	--	--
21 Supplies and Materials	--	--	--	--
24 POL	2.30	--	--	--
<b>03 Counselling of Primary and Secondary Teacher for Mental Health Awareness</b>	--	--	--	--
50 Other charges	--	--	--	--
<b>04 Counselling Session for Government Staff</b>	--	--	--	--
50 Other charges	--	--	--	--
<b>05 Establishment of P.G. Department under center of Excellence</b>	<b>87.72</b>	<b>115.65</b>	<b>115.65</b>	<b>124.90</b>
01 Salaries	43.25	68.00	68.00	68.00
13 Office expenses	--	0.75	0.75	10.00
28 Professional Services	--	1.50	1.50	1.50
34 Scholarships/Stipend	44.47	45.00	45.00	45.00
50 Other charges	--	0.40	0.40	0.40
<b>06 State Mental Health Authority</b>	--	<b>50.00</b>	<b>50.00</b>	<b>75.00</b>
31 Grant-in-aid	--	50.00	50.00	75.00
<b>911 Deduct - Recoveries of Overpayment</b>	<b>-2.81</b>	--	--	--

**Section 4(1)(b)(xii) :-** The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;

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**Section 4(1)(b)(xiii) :-**Particulars of recipients of concession, permits or authorisations granted by it;

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**Section 4(1)(b)(xiv) :-** Details in respect of the information, available to or held by it, reduced in an electronic form;

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**Section 4(1)(b)(xv) :-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;**

Institute of Psychiatry and Human Behaviour Library caters services to all the Faculty Members, Teaching – Non Teaching Staff, Senior / Junior Residents, M.Phil /Post Graduate / Diploma students, Interns posted in Department of Psychiatry etc.

Institute library has Medical Books in Psychiatry, Psychology, Psychiatric Social Work, Psychiatric Nursing, Pathology, Biochemistry etc. National and International Journals are being subscribed.

Library is provided with internet facilities which help the students for research and presentations.

Besides, newspapers are made available.

**Section 4(1)(b)(xvi) :- The names, designations and other particulars of the Public Information Officers;**

**1) First Appellate Authority:**

Name : Prof. Dr. Shivanand M. Bandekar  
Designation : Dean/Director, Institute of Psychiatry and  
Human Behaviour, Bambolim.  
Telephone Nos : 0832-2458240 (Office)

**2) Public Information Officer: Administration office**

Name : Dr. Pooja M. Madkaiker  
Designation : Dy. Director (Admn.), Institute of Psychiatry and  
Human Behaviour, Bambolim.  
Telephone Nos:-0832-2458794 (Office)

**3) Public Information Officer : Clinical matters / cases**

Name : Dr. Anil Rane  
Designation : Assistant Professor / Medical Superintendent,  
Institute of Psychiatry and Human Behaviour  
Telephone No. : 0832-2458687 (Office)

**4) Assistant Public Information Officer:**

Name : Shri. Seby Dias  
Designation : Head Clerk, Institute of Psychiatry and Human  
Behaviour, Bambolim  
Telephone No.: 0832-2458687 (Office)

**Section 4(1)(b)(xvii) :- such other information may be prescribed;**

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