



**GOVERNMENT OF SINDH
HEALTH DEPARTMENT**

NOTIFICATION

NO.CCC (HD)1-1/2021: With the approval of Competent Authority, Health Department, Government of Sindh is pleased to notify "Term of References" for Command and Control Center (CCC) at Sindh Secretariat Karachi, Provincial Disease Surveillance and Response Unit (PDSRU) at Directorate General Health Services Sindh and District Disease Surveillance and Response Units (DDSRUs) at all Districts Health Offices of Sindh.

TERMS OF REFERENCE:

A. Command & Control Center (CCC) –Health Secretariat

The CCC situated at the Health Secretariat Sindh will serve as a center for decision making and deliberations on policy matters around infectious/notifiable diseases of the province. The CCC's main function will be to present and interpret the data on infectious diseases originating from the health facility level and transmitted by the District Disease Surveillance & Response Unit (DDSRU) to the Provincial Disease Surveillance Unit (PDSRU) at the DGHS office.

The CCC will have the following terms of reference:

1. Observe and analyze the patterns and trends of diseases, for instance COVID-19 and identify the hotspots for all kinds of strategic decision making.
2. Prepare policy advisory and summaries for the Secretary Health, Health Minister, Chief Secretary or Chief Minister.
3. Coordinate with donors and development partners working in tandem with the Health Department to avoid duplication of efforts and fair distribution of resources.
4. Act as platform for multi-sectoral coordination with provincial International Health Regulations (IHR) task force.
5. Ensure realistic and rationale resource allocation (human, logistics, financial) to address the needs of public health emergency.
6. Develop policy guidelines in consultation with Directorate General of Health Services for addressing crises in any epidemic/pandemic situation to be issued by Secretary Health and Health Minister.
7. Conduct regular coordination meeting with PDSRU and DGHS.

**B. Provincial Disease Surveillance and Response Unit (PDSRU)-
Director General Health Services Hyderabad**

PDSRU situated within the Directorate General of Health Services (DGHS), the technical arm of the Health Department, and will be responsible for retrieving all data on infectious /notifiable diseases from the DDSRUs to determine disease patterns and trend analysis.

PDSRU will have the following terms of reference:

1. PDSRU will work under direct supervision of DGHSS chair with Deputy DG CDC wing in information loop. The lead may use hotline communication channel with the chair in a moment of urgency, avoiding administrative protocols.
2. Identify, define and specify alert timing of each and every notifiable disease.
3. Transmit and share data with the CCC at Health Secretariat keeping DGHSS and DDG CDC in loop. To develop necessary interfacing for the purpose.
4. PDSRU may share infectious diseases data with FEDSD/NIH against a request and under permission of DGHSS. Will develop necessary interfacing on automated transmission for the purpose.
5. Update list of notifiable diseases, case definition and management guidelines annually.

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6. Publish all notifiable diseases in the official gazette, in case of change.
7. Develop training material for staff training and refreshers.
8. Generate SITREPs, and other reports according to agreed timelines.
9. Disseminate all information to health professionals and public at large through all means including use of website, print and electronic media.
10. To carry on necessary supervision and monitoring of the response generated by DDSRUs and to intervene where needed with permission of DGHSS.
11. Coordinate between DDSRUs and relevant sections of Directorate General to ensure availability of recording and reporting tools.
12. Present the infectious diseases data in DHOs quarterly review meetings.
13. Review TORs of RDSRU afresh and notify.
14. Conduct regular coordination meetings with CCC and Health Secretariat on behalf of DGHSS.

**C. District Disease Surveillance and Response Units (DDSRU)-
District Health Offices**

DDSRU situated in the District Health Offices of Sindh will be the hub for infectious diseases' data collection, analysis, presentation, and subsequent transmission to the PDSRU besides working as M&E Cells.

1. DHO of every district will nominate one focal person for carrying out DDSRU activities under Public Health Act and Rules (soon to be notified).
2. DDSRU team will investigate and verify all reported cases and share information with PDSRU and DHO only.
3. Conduct meetings with and facilitate health professionals in understanding the notifiable diseases and desired manner of reporting.
4. Monitor implementation of the rectification measures/guidelines
5. Present the quarterly infectious diseases data in DHPMT.

**SECRETARY TO GOVT. OF SINDH
HEALTH DEPARTMENT**


NO.CCC(HD)1-1/2021:

Karachi, dated the 24th August, 2021

A copy is forwarded for information and necessary action to:-

1. The Director General, Health Services, Hyderabad.
2. The District Health Officers (All)
3. The P.S to Minister Health, Govt. of Sindh, Karachi.
4. The P.S to Secretary to Govt. of Sindh, Health Department.
5. Office file.




(RIAZ AHMED JAKHRANI)
DEPUTY SECRETARY (GENERAL)