Anness A

Ministeru	Uffiċju tad-Deputat Prim Ministru u Ministeru għas-Saħħa
L-impjieg	Higher Environmental Health Practitioner

OFFICE OF THE DEPUTY PRIME MINISTER AND MINISTRY FOR HEALTH
15, PALAZZO CASTELLANIA, MERCHANTS STREET, VALLETTA, MALTA

Dmirijiet u responsabbiltajiet

i. Imexxi l-għoti tas-Servizzi tas-Saħħa Ambjentali f'Tim/Taqsima/Unità speċifika, u jassisti lill-gradi differenti kif meħtieġ;

ii. Huwa responsabbli għas-superviżjoni tal-istaff kollu tas-Saħħa Ambjentali, l-istudenti, u l-istaff ta' appoġġ li jaqgħu taħt ir-responsabbiltà tiegħu;

iii. Jeżamina r-rakkomandazzjonijiet magħmula mill-gradi differenti ta' Uffiċjali tas-Saħħa Ambjentali (EHOs) fir-rigward ta' applikazzjonijiet;

iv. Jagħmel rakkomandazzjonijiet lill-awtoritajiet tal-liċenzjar xierqa dwar applikazzjonijiet, filwaqt li jiżgura li dawn jiġu sottomessi mingħajr dewmien mhux ġustifikat;

v. Iżomm u jaġġorna personalment għarfien adegwat dwar ix-xejriet u l-prattiki tas-saħħa ambjentali, kif ukoll l-aħħar politiki fis-seħħ kemm lokalment kif ukoll barra minn Malta;

vi. Jaġixxi bħala kollegament bejn l-EEHP (Uffiċjal Eżekuttiv tas-Saħħa Ambjentali) u t-Timijiet/Taqsimiet/Unitajiet;

vii. Jeżamina u jżomm reġistri tan-notifiki ta' ksur (ċitazzjonijiet) tal-liġijiet u r-regolamenti sanitarji, kif irċevuti mill-EHOs, wara li jkun għaddiehom lill-awtorità xierqa għall-azzjoni meħtieġa;

viii. Jikkonferma l-għeluq tal-ilmenti fis-sistema HIS;

ix. Huwa responsabbli biex jiżgura l-akbar kollaborazzjoni possibbli waqt l-investigazzjoni ta' każijiet ta' avvelenament mill-ikel u mard li jinfirex permezz tal-ilma, u jiżgura li r-rapporti relatati jitħejjew b'mod adegwat;

x. Jagħti pariri lill-pubbliku dwar kwistjonijiet relatati mas-saħħa ambjentali u l-ikel;

xi. Iżomm kuntatt dirett mal-Laboratorju tas-Saħħa Pubblika u huwa responsabbli biex jeżamina r-riżultati tat-testijiet fuq kampjuni sottomessi mill-EHOs tat-Taqsima;

xii. Jassisti u jagħti pariri lill-EHOs u lill-EHPs (Prattikanti tas-Saħħa Ambjentali) fil-qadi ta' dmirijiethom meta dan jitqies meħtieġ, inkluż billi jakkumpanjahom waqt spezzjonijiet;

xiii. Jaġixxi bħala sostitut għall-EEHP meta jkun meħtieġ, u jwettaq dmirijiet oħra rilevanti kif mitlub mid-DEH (Direttur tas-Saħħa Ambjentali) biex jiġu indirizzati l-ħtiġijiet tas-servizz;

xiv. Jipparteċipa fit-taħriġ ta' studenti u EHOs oħra;

xv. Iwettaq sorveljanza u superviżjoni oħra tas-saħħa ambjentali kif meħtieġ mil-liġi, u li tkun fl-

interess tal-ħarsien tas-saħħa pubblika;

xvi. Jagħti pariri u jassisti lill-EEHP dwar kwistjonijiet relatati max-xogħol, l-istaff u l-faċilitajiet;

xvii. Jixxerred għarfien u tekniki permezz ta' diskussjonijiet u dimostrazzjonijiet lill-istaff li jaqa' taħt ir-responsabbiltà tiegħu/tagħha;

xviii. Twettaq investigazzjonijiet relatati mal-funzjonijiet u d-dmirijiet tal-Uffiċjali tas-Saħħa Ambjentali (EHOs) fi ħdan Tim/Taqsima/Unità, u tħejji rapporti dwarhom;

xix. Tissorvelja lill-istaff kollu tas-Servizzi tas-Saħħa Ambjentali, lill-istudenti, u lill-istaff ta' appoġġ li jaqgħu taħt ir-responsabbiltà tagħha;

xx. Tikkoordina ma' uffiċjali minn Direttorati oħra skont il-ħtieġa;

xxi. Twettaq kwalunkwe dmir relatat mal-Uffiċjali tas-Saħħa Ambjentali li jista' jkun meħtieġ jew mitlub;

xxii. Teżamina u tivverifika x-xogħol kollu mwettaq mill-gradi varji;

xxiii. Jwettaq kull xogħol ieħor, li s-superjur jista` jiddelega lilu/lilha, kif ikun meħtieġ;

xxiv. Kull dmir ieħor kif ordnat mis-Segretarju Permanenti Ewlieni.

Annex A

Ministry	Office of the Deputy Prime Minister and Ministry for Health
Job title	Higher Environmental Health Practitioner

OFFICE OF THE DEPUTY PRIME MINISTER AND MINISTRY FOR HEALTH
15, PALAZZO CASTELLANIA, MERCHANTS STREET, VALLETTA, MALTA

Duties and responsibilities

i. Manages the delivery of Environmental Health Services in a specific Team/Section/Unit, and assist the various grades as necessary;
ii. Is responsible for the supervision of all Environmental Health staff, students, and support staff under his remit;
iii. Vets recommendations made by the various grades of EHOs in respect of applications;
iv. Makes recommendations to the appropriate licensing authorities on applications, ensuring that these are submitted without undue delay;
v. Personally, maintains and updates an adequate awareness of environmental health trends and practices and the latest policies in use both locally and abroad;
vi. Acts as liaison between the EEHP and the Teams/Section/Units;
vii. Vets and keeps records of all citations against the sanitary laws and regulations received from EHOs after referring for action to the appropriate authority;
viii. Confirms the closure of complaints on HIS;
ix. Is responsible for ensuring maximum collaboration during the investigation of food poisoning cases and water borne diseases, and ensures adequate drawing up of any reports;
x. Advises members of the public on any environmental health and food related matters;
xi. Conducts liaison directly with the Public Health Laboratory and is responsible for vetting of test results of samples submitted by the Section's EHOs;
xii. Assists and advises EHOs and EHPs in their duties if and when this is considered necessary, including accompanying them on inspections;
xiii. Deputises for EEHP as may be required and carries out any other relevant duties as required by the DEH in response to any exigencies of the service;
xiv. Participates in training of students and other EHOs;
xv. Conducts such other environmental health surveillance and supervision as may be required by any law, and which is in the interest of safeguarding the public health;
xvi. Advice and assists EEHP on any issues related to work, staffing and facilities;
xvii. Disseminate knowledge and techniques through discussions and demonstrations to staff under his/her charge;
xviii. Undertake investigations pertaining to EHO's functions and duties in a Team/Section/Unit and prepare reports thereon;
xix. Supervising all Environmental Health Services staff, students, and support staff under his remit;
xx. Liaise with other Directorate's officers as and when necessary;
xxi. Performs any duties pertaining to Environmental Health Officers as may be necessary or required;
xxii. Vets all work performed by the various grades;

Annex A

xxiii. Undertakes any other tasks, which the superior may delegate to him/her, as may be required;
xxiv. Any other duties as directed by the Principal Permanent Secretary;