

524/12

F2(317)/Estt./ABGH/RKS/2016-17/Pt. File/ 4537

Dated: 08.06.2023

### MINUTES OF MEETING

A General Body Meeting (GBM) of Rogi Kalyan Samiti (RKS) of Acharyashree Bhikshu Govt Hospital was held on 02.06.2023 in the Conference Room of ABGH at 12.00 Noon. The meeting was chaired by Shri Shiv Charan Goel, Hon'ble MLA of Moti Nagar. It was attended by Vice-Chairman, SDM Patel Nagar; Member Secretary, RKS; Treasurer, RKS; Representative of CDMO(West); Representative of MCD; all HODs and other nominated non-official Members of RKS (As per attendance sheet).

Chair shows their displeasure regarding late arrival of many officers/ officials & absence of Incharge(Outsource) and many HODs. Hon'ble Chair instructed to be punctual for the next meeting.

Member Secretary welcomed all members of GBM and meeting was started on concurrence of Chairman. Following points were discussed in details:

**1. Nomination of Non-official Members** – The matter regarding Nomination of Non-official Members for another two years discussed in the meeting. Chair already sent the name of Non-official Members to DHS, CDMO and Member Secretary. Its approval from Mission Director is still awaited.

Nominated as RWA Representative Ms. Prabha Verma, Advocate, President of Ward-89, Karampura, Moti Nagar in the Executive Committee of RKS.

**(Action – Chairman, RKS)**

**2. Census of previous 5(five) months** – Census of previous 5 months discussed in detail and Chair expressed their displeasure regarding decreasing census. Chair instructed M.S. and all HODs to take immediate steps to increase the census, EWS referral, DAK referral and other clinical amenities. This is for necessary compliance without fail.

**(Action – M.S., DMS(ED), HOO & all HODs)**

**3. Mission 2023** – The matter also discussed in detail and Member Secretary apprised GBM regarding Mission 2023 targets and requested all the concerned Nodal Officers to complete their target within a stipulated time without fail.

**(Action – PWD(Civil/Electrical), P.O., I/C SNCU & HOD(Anaes.)**

**4. Availability of Medicines** – Almost all(97%) medicines are available for dispensing to patients (3% left over medicines have proper substitute). Chair requested Member Secretary to maintain the availability of medicines.

**(Action – P.O., I/C Surgical & Medicine Store)**

#### **5. Proposed Expenditure**

All proposed expenditures are discussed in GBM but it need to be passed through the Executive Committee as tenure of non-official members expired on 24/02/2023 and new non-official Members not nominated till date. Proposed Expenditure is as under:



- a) Payment of Rs.56,931/- for various investigation bills of National MRI, CT Scan & Diagnostic Centre of Histopathology & OT Swab Culture bills (January, 2023 to March, 2023).
- b) Books/Journals/Periodicals – for Library
- c) Signages (Old/outdated signages to be replace)
- d) Feedback i.e. Using Mobile Phone Number and Strengthening of Feedback Mechanism
- e) Chairs – Repairing of wheelchairs/trolleys and Painting of Visitor chairs in waiting area
- f) Notice Boards for the hospital
- g) Portable Public Addressal system of announcement in critical areas
- h) Procurement of Water Bottles to avoid single use plastic.
- i) Procurement of Furniture and other items for the library.
- j) Procurement of Airport Chair for Patient waiting area.
- k) Permission for payment of Culture & investigation bills.

**6. PWD Maintenance** – All PWD related matter discussed with Engineers of PWD Department and they have given the timeline as follows:

- a) **Handicap Friendly Toilet** construction is under process and it will be completed by 15<sup>th</sup> June, 2023.

**(Action – PWD(Civil))**

- b) **Change of rusted water pipeline** and renovation of toilet already started and it will be completed by 30<sup>th</sup> June, 2023.

**(Action – PWD(Civil))**

- c) **Installation of Second lift** is under process and it will be completed by 15<sup>th</sup> June, 2023.

**(Action – PWD(Electrical))**

- d) **Change Lamp post** to be replaced by 30<sup>th</sup> June, 2023.

**(Action – PWD(Electrical))**

**7. PWD Project** – Under construction New Building Block (MCH Block) discussed in detail in the GBM and PWD Civil Project, PWD Electrical Project and Contractor given date of completion by 30<sup>th</sup> June, 2023. But pace of construction is very slow. Chair instructed to increase the pace of work for timely completion of the project in larger public interest. Chair also directed PWD(Project) to give exact date of completion/handover in writing to the hospital within a week. During discussion, following agenda discussed in detail:

- ❖ **Card Access System/Biometric System** – The matter discussed in detail and it was decided that as per the DOV guidelines, it will be upgraded to the face recognition technique/biometric technique.

**(Action: PWD Civil & Electrical Project)**

- ❖ **Wi-fi System** – The matter was discussed in detail and it was decided that Wi-fi going to be installed in the New Building, should have proper cyber security system, as per the guidelines.

**(Action: PWD Civil & Electrical Project)**



53/c

- ❖ **Electrical Vehicle Charging Station** – The matter discussed in detail and it was decided that as per the Govt. of Delhi guidelines, PWD(Civil/Electrical) Project and Architect instructed to install requisite number of Electrical Vehicle Charging Station for the Electrical vehicles.

**(Action: PWD(Civil & Electrical) Project & Architect)**

- ❖ **Car Parking** – The matter of parking slot was discussed in detail. After discussion, it was decided that one more row may be installed in the Lawn area without damaging Green belt (follow all the rules of NGT). Stake Parking was also planned in the Pharmacy area, near BMW room, near Service Block Room, near transformer room but all these construction will create a lot of problem to the visiting patients and attendants. It will be also hamper ancillary services and BMW services of hospital. PWD Project also directed to give aesthetic look to outer side of Stake parking.

All the Members unanimously decided that parking slot may be increased upto 3 or 4 layer so that more vehicles may be accommodated and requested PWD(Civil & Electrical) Project and Architect to work accordingly.

**(Action – PWD(Civil/Electrical) Project & Architect)**

- ❖ **STP** – Connection of STP discussed in detail and PWD Project promised that it will be connected within a week.

**(Action – PWD(Civil/Electrical) Project)**

- ❖ **Cover up of cut out** – The matter was discussed in detail and Chair instructed PWD Project to cover the cut out of slab (present on ground floor) for better utilization of the basement and Ground Floor.

- ❖ **LED Display at the roof top** – Chair instructed PWD (Project) to display name of the hospital in multiple languages alongwith upto date AQI and major facilities/services available in the hospital.

It is for necessary compliance.

**(Action – PWD(Civil/Electrical) Project)**

Meeting ended with vote of thanks to chair.

*Renu Manchanda*

**(DR. RENU MANCHANDA)**

**MEDICAL SUPERINTENDENT/MEMBER SECY. (RKS)**

**No.F2 (317)/Estt./ABGH/RKS/2016-17/Pt. File/4537 Dated: 08.06.2023**

Copy to: -

- 1) Hon'ble MLA Moti Nagar, Chairman, RKS, 73/14, Jaidev Park, Near East Punjabi Bagh, New Delhi-110026.
- 2) District Magistrate(Revenue), District West, Vice Chairman (RKS), Plot No.03, Shivaji Place, Raja Garden, Delhi-110027.

- 3) DSHM, 6<sup>th</sup> Floor, A&B Wing, Vikas Bhawan-2, Near Metcalf House, Civil Lines, Delhi - 110054.
- 4) Deputy Commissioner (MCD), Karol Bagh Zone/his nominee, Official Member, North Delhi Municipal Corporation, Anand Parbat, Near Khalsa College, New Delhi-110005.
- 5) DCP (West), Police Station, Rajouri Garden, New Delhi-110015.
- 6) CDMO (West), 2nd Floor, A 4/A Block, S.S. Mota Singh Marg, Janak Puri, New Delhi-110058.
- 7) Chief Administrative Medical Officer, Karol Bagh Zone, NDMC, 1st Floor, M&CW Center Building, 15/16, SH Behind MCD Gym, New Moti Nagar, Delhi-110015.
- 8) PS to Medical Superintendent, ABH Hospital, Moti Nagar, New Delhi-15.
- 9) All concerned Officers/Officials
- 10) PWD Civil.
- 11) PWD Electrical.
- 12) CT Branch.
- 13) PWD Horticulture.
- 14) Guard file.

*Renu Manchanda*

**(DR. RENU MANCHANDA)**  
**MEDICAL SUPERINTENDENT/ MEMBER SECY. (RKS)**