

Minutes of the 2nd Meeting of the Institute Body of AIIMS Raipur held on 22nd February, 2016 (Monday) at 5:30 PM in Room No. 347 (Committee Room), 'A'-Wing, Nirman Bhawan, New Delhi.

The 2nd meeting of the Institute Body of AIIMS, Raipur was held on Monday, the 22nd February, 2016 at 5:30 PM in Room No. 347 (Committee Room), 'A'-Wing, Nirman Bhawan, New Delhi. The following attended the meeting:

1.	Shri Jagat Prakash Nadda	President
2.	Shri Ramesh Bais	Member
3.	Dr. Bhusan Lal Jangde	Member
4.	Shri B. P. Sharma	Member
5.	Ms. Vijaya Srivastava	Member
6.	Ms. K. Sujatha Rao	Member
7.	Prof. B. S. Sahay	Member
8.	Prof. Vinod Paul	Member
9.	Prof. (Dr.) Nitin M. Nagarkar	Member Secretary

The following were absent in the meeting and leave of absence was granted to them accordingly.

1.	Shri Abhishek Singh	Member
2.	Dr. Jagdish Prasad	Member
3.	Shri Vivek Dhand	Member
4.	Prof. G.B. Gupta	Member
5.	Prof. T.S. Ravikumar	Member
6.	Prof. Bhaskar Ramamurthi	Member
7.	Prof. V. Ravi	Member
8.	Prof. A. K. Chandrakar	Member

Dr. Nitin M. Nagarkar, Director, AIIMS Raipur and Member Secretary welcomed Hon'ble President and all the members of the Institute Body and requested Hon'ble President to grant permission to start the proceedings of 2nd meeting of Institute Body.


The President called the meeting to order. It was noted that the quorum was complete. The President requested the Member Secretary to introduce the agenda and initiate discussion for threadbare deliberations on the agenda items.

Agenda Item No. IB 02/01

Welcome to the President and all the Members and their introduction

Dr. Nitin M. Nagarkar, Member Secretary expressed his sincere thanks to all the members for their kind presence in the meeting and for extending full support in the growing days of the institute.


President


Member Secretary

Member Secretary also informed that MBBS and B.Sc. (Hons) Nursing courses are running smoothly. Postgraduate courses of MD, MS, MSc, PhD, etc. are being planned to be started subsequently. The Medical College and Nursing College have been made fully functional. A state-of-art e-library facility in Medical College along with the Central Library has been developed, which is one of its kind in the entire Chhattisgarh and nearby region.

Institute Body was informed about the decisions taken the 1st meeting of Academic Committee to make a world class curriculum for MBBS and B.Sc (Nursing) programme. Ms Sujatha Rao informed about the committee headed by then Chairman of BoG of Medical Council of India, Dr S K Sarin. He along with his team developed a detailed vision document concerning the reforms in the undergraduate and post-graduate curriculum and in the examination pattern of medical education.

Total 4,32,904 patients have utilized OPD facilities since its inception on 5th June 2013. Online Registration, Offline Registration and Advance Registration facility made available to the patients. Four state-of-art Modular Operation Theatres (MOTs), Surgical Services in all broad specialties, Blood Bank Services, X-Ray facility, Ultrasound Services and 128 slice CT scan have been made functional. Till December 2015, 1374 major surgeries and 1397 minor surgeries have been performed. Ayurveda and Homeopathy services are also available in AIIMS Raipur. The Neonatal Intensive Care Unit (NICU) and Paediatric Intensive Care Unit (PICU) have been made functional under the Department of Paediatrics. In-patient Department (IPD) made functional with 160 beds and till January' 2016 – 5356 patients have utilized these services. 300 bedded IPD services shall be started by April' 2016.

Telemedicine OPD service has been started for the remote and LWE affected areas of this region in collaboration with CRPF from 2nd April 2013 for the benefit of Para Military Forces as well as for general public. More than 2740 patients have received treatment using this facility as of now. Since January 2016, Telemedicine facilities have also been started with AIIMS New Delhi for the pan African e-Network Project.

57 faculty members in Medical College along with 2 Assistant Professors, 7 Tutors/Clinical Demonstrators in Nursing College, 75 Senior Residents, 72 Junior Residents, 147 Staff Nurses and 152 Group 'B' employees are currently working in the Institute. Recruitment for remaining faculty posts and various other posts is under process. Faculty members of the Institute have been sent for training in Education Science for Teachers of Health Professionals at JIPMER Puducherry. Till date, 18 Continued Medical Education (CME) have been conducted and attended by faculty members, SRs/JRs, students and other medical professionals of the region. Many other conferences and Workshops have been organized by different departments of the Institute for skill upgradation and knowledge sharing.


President


Member Secretary

The 67th AOICON – the National Conference of the Association of Otolaryngologists of India was organized at AIIMS Raipur along with 2 days live surgical workshop in January 2015. More than 1500 delegates from India and abroad participated in this prestigious event, conducted for the first time in this part of the country.

Agenda Item No. IB 02/02

Brief Presentation on AIIMS, Raipur

Member Secretary made a presentation about AIIMS Raipur on the status of progress related to construction, facilities available, achievements and various other activities being undertaken at AIIMS Raipur. It was well appreciated in the meeting.

President asked for innovative approach to engage faculty members in senior positions to fill up these posts at an earliest.

Agenda Item No. IB 02/03

Confirmation of Minutes of 1st meeting of Institute Body of AIIMS, Raipur

The approved minutes of the 1st meeting of Institute Body of AIIMS, Raipur, held on 8th October, 2013, were circulated to all the members and no comments were received.

The minutes of 1st meeting of Institute Body of AIIMS Raipur were placed before the Institute Body and were confirmed.

Agenda Item No. IB 02/04

Confirmation of constitution of Governing Body, Standing Finance Committee, Standing Selection Committee and Academic Committee of AIIMS, Raipur

The constitution of Governing Body and sub-committees like Standing Finance Committee, Standing Selection Committee vide MoHFW order No. Z-28016/42/2013-SSH dated 17th February, 2015 and Academic Committee vide MoHFW order No. Z-28016/42/2013-SSH dated 06th January 2014 were confirmed by the Institute Body.

Agenda Item No. IB 02/05

Delegation of Powers to Director, AIIMS, Raipur for appointment of Senior Residents under Residency Scheme and Group 'B' posts sanctioned in AIIMS Raipur

The matter of delegation of powers to Director, AIIMS, Raipur for making appointments against the posts of Senior Residents/Junior Residents under Residency Scheme and against Group 'B' posts sanctioned in AIIMS Raipur was discussed in detail and was approved as it is required to streamline the procedures and to prevent administrative delays for smooth functioning of the Institute.


President


Member Secretary

Agenda Item No. IB 02/06

Confirmation of signing of MoU with NIMHANS for National Mental Health Survey

Confirmed.

Agenda Item No. IB 02/07

Permission of signing of MoU with National Institute of Technology (NIT), Raipur for Technical Collaboration

Permission granted.

Agenda Item No. IB 02/08

To start Dharamshala / Night Shelter at AIIMS Raipur for patients and their relatives

The proposal to start a Dharamshala/Night Shelter on public-private-partnership (PPP) mode on build-operate-transfer (BOT) basis was discussed. The need of a Dharamshala/Night Shelter is strongly felt to cater to day care patients and relatives of the IPD patients. It was resolved that the terms and conditions of selection of partner would be decided in such a manner so as to pass on maximum benefit to the end users. This facility should be of at least 500 beds with provisions of dormitory and private rooms.

The Institute Body approved the proposal and authorized AIIMS Raipur to float an expression of interest on public charitable mode and not on PPP mode, so as to pass on maximum benefit to its patients. Efforts should be made to identify a Charitable Organization through EoI, which should be able to run this facility on a social service mode.

Agenda Item No. IB 02/09

Approval of transfer of one post of PRO of AIIMS Raipur to PMSSY Division, MoHFW

The proposal of transfer of one post of Public Relation Officer (PRO) in the Grade Pay of Rs 6600/- sanctioned for AIIMS Raipur to PMSSY Division, MoHFW was discussed and the matter was deferred.


President


Member Secretary

Agenda Item No. IB 02/10

Raising of upper age limit for appointment to the post of Professor and Additional Professor

The proposal for raising of upper age limit, from the present 50 years to 58 years for direct recruitment against the posts of Professors and Additional Professors, was approved by the Institute Body.

Agenda Item No. IB 02/11

Approval of Recruitment Rules of AIIMS, Raipur

The new Recruitment Rules for non faculty posts of AIIMS Raipur, which was approved by the President of Institute, was placed before the Institute Body for its adoption.

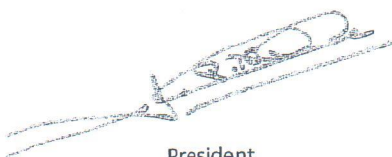
The Recruitment Rules were approved by the Institute Body along with modifications as proposed by AIIMS Raipur, which are available in Annexure I.

Agenda Item No. IB 02/12

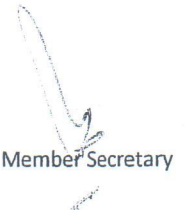
Any other issue with the permission of the Chair

Nil

The meeting ended with a vote of thanks to the Chair.



President



Member Secretary

Annexure - 1

S. No.	Name of the post	Criteria	Existing	Proposed	Remarks
1	Office/Stores Attendant (Multi-Tasking)	Number of post	26* (2014) *(Subject to variation depended on workload)	40* (2014) *(Subject to variation depended on workload)	No. of posts sanctioned by MoHFW vide letter dated 06-08-2013 is 40 (forty).
2	Social Worker	Number of post	3* (2014) (Subject to variation depended on workload)	2* (2014) *(Subject to variation depended on workload)	No. of posts sanctioned by MoHFW vide letter dated 06-08-2013 is 02 (two).
3	Dissection Hall Attendant	Number of post	5* (2014) *(Subject to variation depended on workload)	8* (2014) *(Subject to variation depended on workload)	No. of posts sanctioned by MoHFW vide letter dated 06-08-2013 is 8 (eight).
4	Junior Reception Officer	Pay Band and Grade Pay/Pay Scale	Pay Band-2: Rs.5200-20200 +GP Rs.2400	Pay Band-2:Rs.5200-20200 +GP Rs.1900	GP mentioned in MoHFW letter dated 06-08-2013 is Rs. 1900/-.
5	Store Keeper-cum-Clerk	Number of post	1* (2014) *(Subject to variation depended on workload)	2* (2014) *(Subject to variation depended on workload)	No. of posts sanctioned by MoHFW vide letter dated 06-08-2013 is 02 (two).
		Pay Band and Grade Pay/Pay Scale	Pay Band 3: Rs.9300-34800 with Grade Pay of Rs. 4200	Pay Band 2: Rs.9300-34800 with Grade Pay of Rs. 4200	The scale of Rs.9300-34800 comes under Pay band - 2.
		Number of post	55* (2014) *(Subject to variation depended on workload)	85* (2014) *(Subject to variation depended on workload)	No. of posts sanctioned by MoHFW vide letter dated 06-08-2013 is 85 (eighty five).

S. No.	Name of the post	Criteria	Existing	Proposed	Remarks
6	CSSD Technician	Pay Band and Grade Pay/Pay Scale	Pay Band-1: Rs.9300-34800 with Grade Pay of Rs.4200/-	Pay Band-2: Rs.9300-34800 with Grade Pay of Rs.4200/-	The scale of Rs.9300-34800 comes under Pay band - 2.
7	Medical Record Technician	Number of post	20* (2014)	38* (2014)	No. of posts sanctioned by MoHFW vide letter dated 06-08-2013 is 38 (thirty eight).
8	Assistant Engineer (Air Conditioning & Refrigeration)	Educational and other qualifications required for direct recruits	Qualifications:- Essential: Graduate in Mechanical / Electrical Engineering from a recognized Institute with 5 Years' experience in design and engineering of civil projects, preferably in a Hospital environment.	Qualifications:- Essential: Graduate in Mechanical/Electrical Engineering from a recognized Institute with 5 Years' experience in repair and maintenance of large scale Air Conditioning & Refrigeration systems in a Hospital environment.	The experience should be in relevant field.
9	Senior Mechanic (Air Conditioning & Refrigeration)	Whether Selection Post or Non-selection Post	Mechanic (Air Conditioning & Refrigeration) with Five Years of regular service in the grade will be eligible for appointment to the post of Sr. Mechanic (Air Conditioning & Refrigeration) subject to clearance of the prescribed selection process.	Mechanic (Air Conditioning & Refrigeration) with Five Years of regular service in the grade will be eligible for appointment to the post of Sr. Mechanic (Air Conditioning & Refrigeration) subject to clearance of the prescribed selection process.	Full criterion not printed in the approved RR.

S. No.	Name of the post	Criteria	Existing	Proposed	Remarks
10	Chief Pharmacist	Number of post	11* (2014) *(Subject to variation depended on workload)	1* (2014) *(Subject to variation depended on workload)	No. of posts sanctioned by MoHFW vide letter dated 06-08-2013 is 01 (one).
11	Sr. Pharmacist	Pay Band and Grade Pay/Pay Scale	Pay Band-1: Rs.5200-20200 with Grade Pay of Rs.4600/-	Pay Band-2: Rs.9300-34800 with Grade Pay of Rs.4600/-	The GP of Rs. 4600 comes under Pay band - 2 scale of Rs.9300-34800.
12	Pharmacist Grade I	Pay Band and Grade Pay/Pay Scale	Pay Band-1: Rs.5200-20200 with Grade Pay of Rs.4200/-	Pay Band-2: Rs.9300-34800 with Grade Pay of Rs.4200/-	The GP of Rs. 4200 comes under Pay band - 2 scale of Rs.9300-34800.
13	Assistant Administrative Officer	Pay Band and Grade Pay	Pay Band-2: Rs.5200-20200 with Grade Pay of Rs.4200/-	Pay Band-2: Rs.9300-34800 with Grade Pay of Rs.4200/-	Pay band - 2 is Rs.9300-34800.
14	Audiometry Technician (ENT)	Age limit for direct recruits	PB-3 Rs.9300-34800 + GP Rs. 4600	PB-2 Rs.9300-34800 + GP Rs. 4600	As this is an entry level post, it is proposed to keep the age limit as 21-30 years. Similarly, the maximum age limit for a similar post of Speech Therapist/ Technical Assistant (ENT) is 30 years. The age maximum age limit for this post in AIIMS, New Delhi is 30 years.

S. No.	Name of the post	Criteria	Existing	Proposed	Remarks
15	Technical Officer Ophthalmology (Refractionist)	Educational and other qualifications required for direct recruits	B.Sc. in Ophthalmic Techniques or equivalent from a recognized University / Institution with 5 years' experience in the relevant field.	B.Sc. in Ophthalmic Techniques or equivalent from a recognized University / Institution	The requirement of experience may be deleted as this is an entry level post and the other similar posts of Technician such as Audiometry Technician (ENT) also do not require the experience as criteria for qualification.
		Age limit for direct recruits	21-35 years	21-30 years.	As this is an entry level post, it is proposed to keep the age limit as 21-30 years. Similarly, the maximum age limit for a similar post of Technicians is 30 years. The age maximum age limit for this post in AIIMS, New Delhi is 30 years.

S. No.	Name of the post	Criteria	Existing	Proposed	Remarks
16	Technical Officer (Dental)/Dental Technician	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) 10 + 2 with Science from a recognized University/ Board.</p> <p>(ii) Diploma (minimum 2 years duration) from a recognized Institution in Dental Hygiene; or Dental Mechanic; or Maxillo-facial prosthesis and Orthodontic appliances.</p> <p>(iii) Registered as Dental Hygienist/ Dental Mechanic with the Dental Council of India.</p> <p>(iv) 5 years' Experience in the relevant field.</p>	<p>Essential:</p> <p>(i) 10 + 2 with Science from a recognized University/ Board.</p> <p>(ii) Diploma (minimum 2 years duration) from a recognized Institution in Dental Hygiene; or Dental Mechanic; or Maxillo-facial prosthesis and Orthodontic appliances.</p> <p>(iii) Registered as Dental Hygienist/ Dental Mechanic with the Dental Council of India.</p>	<p>The requirement of experience may be deleted as this is an entry level post and the other similar posts of Technician such as Audiometry Technician (ENT) also do not require the experience as criteria for qualification.</p>
	Age limit for direct recruits	21-35 years	21-30 years.	As this is an entry level post, it is proposed to keep the age limit as 21-30 years. Similarly, the maximum age limit for a similar post of Technicians is 30 years. The age maximum age limit for this post in AIIMS, New Delhi is 30 years.	

S. No.	Name of the post	Criteria	Existing	Proposed	Remarks
17	Senior Medical Officer AYUSH	Pay Band and Grade Pay	Pay Band - 3: Rs. 15600-39100 + GP Rs 6600	Pay Band - 3: Rs. 15600-39100 + GP Rs 6600 + NPA	Full pay scale as mentioned in the list of approved posts not printed in the approved RR.
18	Medical Officer AYUSH	Pay Band and Grade Pay	Pay Band - 3: Rs. 15600-39100 + GP Rs 5400	Pay Band - 3: Rs. 15600-39100 + GP Rs 5400 + NPA	Full pay scale as mentioned in the list of approved posts not printed in the approved RR.
19	Personal Assistant	Age limit for direct recruits	Between 18-30 years	Between 21-30 years	The education qualification for the post is Degree from a recognized University, which a person ordinarily acquires by the age of 21 years in the 10+2+3 year educational pattern.
20	Audiometry Technician (ENT)	Name of Post	Audiometry Technician (ENT)	Audiologist	The educational and other qualification requirement for this post is BSc which is a four year degree course while the "technician" post is the nomenclature for diploma holders.
21	Speech Therapist/Technical Assistant (ENT)	Educational and other qualification required for direct recruits	Essential: BSc degree in Speech and Hearing from a recognized Institute/University	Essential: BASLP (Bachelors in Audiology and Speech Language Pathology from RCI recognized Institute/University or equivalent)	The nomenclature for educational qualification such posts has been changed by the Rehabilitation Council of India (RCI)
		Name of Post	Speech Therapist/Technical Assistant (ENT)	Speech Pathologist	The educational and other qualification requirement for this post is BSc which is a four year degree course while the "Technical Assistant" nomenclature is normally used for diploma holders.
		Educational and other qualification required for direct recruits	Essential: BSc degree in Speech and Hearing from a recognized Institute/University	Essential: BASLP (Bachelors in Audiology and Speech Language Pathology from RCI recognized Institute/University or equivalent)	The nomenclature for such posts has been changed by the Rehabilitation Council of India (RCI).

Name of Post	Number of Post	Classification	Pay Band and Grade Pay/Pay Scale	Whether Selection Post or Non-selection Post	Age limit for Direct Recruitment	Educational and other qualifications required direct recruits
1 Tutor/ Clinical Instructor (Nursing)	2 33 * (Subject to variation dependent on workload)	3 Group 'A'	4 Pay Band-3 (Rs. 15600-39100); with Grade Pay of Rs. 5400/-	5 Not applicable	6 Not exceeding 35 years	7 Essential : i. BSc (Nursing) degree from a recognize University / Institution, Or ii. Registered Nurse and Midwife with Sister Tutor's Diploma iii. 3 years' experience in a Teaching Institution Desirable Qualification & Experience i. Master's Degree in Nursing from a recognized University/Institution ii. Registered Nurse/Midwife in State Nursing Council iii. 3 years' experience in teaching institution after obtaining a Master's degree. iv. PhD / M. Phil/Independent published work in International/National Journals of repute.
8 Not applicable					11 Not applicable	
					12 Not applicable	
					13	AIIMS is an autonomous body established under AIIMS Amendment Act 2012. Hence consultation is not required.
					10 100% by Direct Recruitment	
					9 2 years	
					8 Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	
					11 Not applicable	
					12 Not applicable	
					13	AIIMS is an autonomous body established under AIIMS Amendment Act 2012. Hence consultation is not required.

Name of Post	Number of Post	Classification	Pay Band and Grade Pay/Pay Scale	Whether Selection Post or Non-selection Post	Age limit for Direct Recruitment	Educational and other qualifications required for direct recruits
1 Programmer (Data Processing Assistant)	2 2*(2014) * (Subject to variation dependent on workload)	3 Group 'B'	4 Pay Band-2: Rs.9300-34800 with Grade Pay of Rs.4600/-	5 Not applicable	6 18-30 years. Maximum age is relaxable up to 5 years for Government employees including AIIMS employees in accordance with the instructions or orders issued by the Central Government.	7 Qualifications: Essential: BE/B.Tech (Comp. Sc./Comp. Engg.) Or Post Graduation in Computer Application from a recognized University or Institution.
Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	8	9 Period of probation, if any	10 Method of Recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	11 In case of Recruitment by Promotion/Deputation/ n/ Absorption grades from which promotion/deputation/ n/ absorption to be made	12 If a Departmental Promotion Committee exists what is its Composition	13 Circumstances in which Union Public Service Commission to be consulted in making recruitment
Not applicable	2 years for Direct Recruits	Direct	Direct Recruitment failing which by Deputation. (Period of Deputation shall ordinarily not exceed 3 years)	Officers from Ministries/ Departments of Government of India/State Government/Union Territories / Statutory/Autonomous Bodies, holding analogous posts on regular basis or 5 years regular service in the grade pay of Rs. 4200/- and with education qualification prescribed in Col. No. - 7	1. Deputy Chairman 2. HOD/Faculty Member nominated by Director - Member 3. Senior Analyst (System)- Member 4. Sr. Administrative Officer- Member 5. One representative of SC/ST/OBC/member of Minority communities to be nominated by Director amongst persons working in AIIMS - Member	AIIMS is an autonomous body established under AIIMS Amendment Act 2012. Hence consultation is not required.

Name of post	Number of post	Classification	Pay Band and Grade Pay	Whether Selection post or non-selection post	Age limit for direct recruits	Educational and other qualifications required for direct recruits
1 Jr Scale Steno(Hindi)	2 1* (2014) *(Subject to variation depended on workload)	3 Group 'C'	4 Pay Band -1 Rs.5200-20200 + GP Rs. 2400	5 Not applicable	6 Between 21-30 years	7 Essential: (i) 12 th Class or equivalent qualification from a recognized Board or University (ii) Skill Test Norms: Hindi Shorthand at a speed of 64 words per minute and transcription at a speed of 11 words per minute and mistakes should not exceed 8%. Desirable: Excellent command over Hindi (written and spoken)
8 Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	9 Period of probation, if any	10 Method of Recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods	11 In case of Recruitment by Promotion/Deputation/Absorption grades from which promotion/deputation/absorption to be made	12 If a Departmental Promotion Committee exists what is its composition	13 Circumstances in which Union Public Service Commission to be consulted in making recruitment	13 AIIMS is an autonomous body established under AIIMS Amendment Act 2012. Hence consultation is not required.
Not applicable.	2 Years	100% Direct Recruitment	Not applicable	1. Senior Administrative Officer- Chairman 2. PPS nominated by Director - Member 3. Administrative Officer- Member		

(4) Subject variation dependent on workload)	Classification 3	Pay Band and Grade Pay/Pay Scale 4 Pay Band-1: Rs.5200-20200 with Grade Pay of Rs. 2000/-	Whether Selection Post or Non-selection Post 5 Not applicable	Age limit for Direct Recruitment 6 Between 21-30 years.	Educational and other qualifications required for direct recruits 7 Qualifications: Essential: Certificate/ Diploma course in Library Science or Library and Information Service from a recognized University/Institute. Desirable: Ability to use computers- Hands on experience in office applications
	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees 8 Not applicable	Period of probation, if any 9 2 years	Method of Recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods 10 Direct Recruitment	In case of Recruitment by Promotion/ Deputation/ Absorption grades from which promotion/ deputation/ absorption to be made 11 Not applicable	If a Departmental Promotion Committee exists what is its composition 12 1. Deputy Director (Admin)- Chairman 2. Chief Librarian- Member 3. Sr. Administrative Officer- Member