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**MINUTES OF THE FIRST EXECUTIVE COUNCIL MEETING OF ANDAMAN AND NICOBAR ISLANDS MEDICAL EDUCATION AND RESEARCH SOCIETY (ANIMERS) HELD ON 21.11.2014 IN THE CHAMBER OF CHIEF SECRETARY, A & N ADMINISTRATION/ CHAIRMAN, ANIMERS.**

The Director of Health Services / Member Secretary, ANIMERS welcomed the members of Executive Council and special invitees and briefed them about the up to date progress of the establishment of Medical College in Port Blair, A & N Islands. He further informed that the interviews for various categories of faculties are in progress.

The Chief Secretary, A & N Administration/ chairman, ANIMERS highlighted the importance of this historical moment, being the first ever meeting of the executive council of ANIMERS formed for establishment of the much anticipated Medical College in the Islands. He also called for an official photograph of this moment which was captured by the official photographer.

After this inaugural ceremony, the agenda items were presented before the gathering one by one and decisions taken as below, after discussions:

**A. Procurement of the following materials/equipment is to be made by December, 2014.**

1. Instruments/ Equipment
2. Books and Journals
3. Furniture and Fixtures

The Executive Council approved the procurement of the above materials in accordance with the norms and guidelines of Medical Council of India. The Member Secretary, ANIMERS has been authorized to take suitable action and procure the same after observing strict codal formalities. The Chairman, ANIMERS directed that the funds for various procurements should be spent from the fund of ANIMERS and not from that of the Health department.

**B. Progress of civil works in the existing identified buildings**

The Chief Engineer/ Secretary (PWD) intimated that the works related to modification/alteration of identified buildings are progressing satisfactorily except for the following two buildings which are yet to be vacated by the present users:-

1. CRPF Barrack
2. Teal House



② The Chairman, ANIMERS informed that the matter of vacation of CRPF building will be taken up by him at appropriate level for completion of the job in priority. He also directed immediately stop further room reservation in the Teal House building which should be immediately handed over to the PWD authorities for immediate completion of necessary repairs and renovations. He further directed APWD to maintain proper expenditure details of the capital works which will be treated as State share for the above project.

**C. Starting Construction at Medical College Campus at the earmarked site of Corbyn's Cove Extension**

The Chief Engineer, APWD requested the Executive Council, ANIMERS to accord in-principle approval to carry out preliminary works such as layouts, estimates and tendering etc. However, tenders will be accepted only after approval of the Ministry of Health and Family Welfare on the Detailed Project Report. The Executive Council, ANIMERS agreed with the proposal and requested APWD to take suitable action at the earliest.

**D. Creation of Posts**

The Consultant (Medical College) and Director of Health Services/ Member Secretary, ANIMERS informed that as per the Medical Council of India guidelines the following posts/persons are to be in place before inspection of the Medical Council of India officials: -

i. Director	-	01 No.
ii. Professor	-	05 Nos.
iii. Associate Professor	-	17 Nos.
iv. Assistant Professor	-	17 Nos.
v. Tutor	}	33 Nos.
vi. Demonstrator		
vii. Senior Residents		
viii. Junior Residents	-	24 Nos.
Creation of Posts of Group C Staff	-	10 Nos.

The Member Secretary, ANIMERS and Consultant (Medical College) requested the Executive Council to approve the creation of above posts in the Society and appointment on contract basis. The Executive Council, after detailed discussion, agreed on creating the above posts with immediate effect and directed that all the posts may be filled-up as per the eligibility criteria of Government of India and Medical Council of India.

**E. Budget/ Grant-in-Aid.**

The Member Secretary informed that the Grant-in-Aid rules had to be approved immediately for releasing Grant-in-Aid to the society. The Secretary (Finance) informed that the proposal was on the verge of approval and would be issued within a day or two. The Chairman, ANIMERS directed the Member Secretary, ANIMERS to keep proper accounts of all the expenditure made for the above purpose from state funds which should be shown as State share for release of Central Grant.

**F. Residential Accommodation**

The Member Secretary, ANIMERS informed that the Teal House which was diverted to Health Department to be utilized as Residential Accommodation would not be sufficient for 72 number of faculty and hence, additional quarters were required for the same. The Chairman, ANIMERS directed the Secretary (H & E) to identify some of the vacant quarters and inform ANIMERS accordingly, for allotment.

**G. Miscellaneous Agenda**

i) The Consultant (Medical College) further requested that Shri. Jose P. John, Assistant Engineer/ Nodal Officer (Medical College), APWD be designated as Officer-on-Special Duty (Technical) for the proposed Medical College. It was also requested to provide monthly remuneration to both the OSDs of the proposed Medical College @ Rs.10,000/- (Rupees Ten thousand only) per month. The Executive Council, ANIMERS approved the proposal.

ii) The Member Secretary, ANIMERS informed that approach road from Shadipur junction to the proposed site of main gate of the Medical College was in very poor condition and required to be renovated immediately before visit of the MCI team. The Chairman, ANIMERS directed the Port Blair Municipal Council to take up the work and complete it, on priority.

iii) The present Member Secretary, ANIMERS proposed that after joining of the Director, ANIIMS, he should be, henceforth, designated as Member Secretary, ANIMERS. However this proposal was turned down by the Executive Council. It was also decided that the Director, ANIIMS be taken into the Executive Council as a member.

The meeting ended with vote of thanks to the Chairman.

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Member Secretary (ANIMERS)



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No.1-1/ANIMERS/OSD(MC)/2014/PF/103  
अण्डमान तथा निकोबार स्वास्थ्य शिक्षा एवं अनुसंधान सोसाइटी  
ANDAMAN & NICOBAR ISLANDS  
MEDICAL EDUCATION AND RESEARCH SOCIETY (ANIMERS)  
स्वास्थ्य सेवा निदेशालय  
DIRECTORATE OF HEALTH SERVICES  
अण्डमान तथा निकोबार प्रशासन  
ANDAMAN & NICOBAR ADMINISTRATION  
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Port Blair, dated the 15<sup>th</sup> December, 2014

**Copy forwarded to:**

1. Sr. PS to Chief Secretary, A & N Administration for kind information of the Chief Secretary.
2. Sr. Ps to Principal Secretary (Health), A & N Administration for kind information of the Principal Secretary (Health).
4. The Secretary (Law), A & N Administration for kind information.
5. The Secretary (Finance), A & N Administration for kind information.
6. The Secretary (H&E), A & N Administration for kind information.
7. PS to DHS, (Member Secretary, ANIMERS) A & N Administration for kind information of the DHS.
8. The EO to Chief Engineer, Nirman Bhawan, APWD, Port Blair for kind information of the Chief Engineer.
9. The Special Secretary (IT), A & N Administration for kind information.
10. PS to Chief Conservator of Forest (CR & CRZ), A & N Administration for kind information of CCF.
11. The Director (Tourism), A & N Administration for kind information.
12. The Director (ANIIMS), A & N Islands for kind information.
13. The Consultant (ANIMERS), Port Blair for kind information.
14. The Assistant Engineer (Works)/Nodal Officer (Medical College), APWD, Port Blair for information.
15. The Assistant Engineer (Works), PBMC, for information.
16. The OSD (Medical College), ANIMERS, Port Blair for kind information.
17. File No.1-1/ANIMERS/OSD (MC)/2014/PF.49

  
Member Secretary (ANIMERS)