

**MINUTES OF THE EXECUTIVE COUNCIL MEETING OF ANIMERS HELD AT 1500 HOURS ON 01/09/2018 IN THE MINI CONFERENCE HALL OF SECRETARIAT UNDER THE CHAIRMANSHIP OF CHIEF SECRETARY.**

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1. The meeting of the Executive Council of the Andaman & Nicobar Islands Medical Education & Research Society (ANIMERS) was held on 01/09/2018 at 3.00 PM in the Mini Conference Hall of the Secretariat under the Chairmanship of Chief Secretary.
2. The List of participants is in **Annexure-I**
3. At the outset, the Member Secretary, ANIMERS welcomed all present. Thereafter the following Agenda Points were discussed and decisions were taken.

**(A) GENERAL:**

**AGENDA: 01** Confirmation of the Minutes of the Executive Council Meeting Held on 01.12.2017.

The minutes of the EC meeting held on 01.12.2017 were presented before the EC members and the same was got confirmed. Thereafter, the Action Taken Report on the decisions taken in the said meeting was reviewed as given under:

**Statement showing the major decision taken in the EC meeting held on 01.12.2017 and follow up actions thereon.**

Sl. No.	Points	Decision taken	Follow up action	Observations made by EC
1.	Issues Pertaining to CRZ involved in the construction site of the new medical college	After weighing various options, it was decided that within 3 weeks, APWD shall initiate a proposal taking inputs from Director ANIMS proposing the viable options which shall be examined by the Law Department as well as Forest & Environment department of Administration and shall be put up to Chief Secretary for a decision in the matter.	EC was informed that the Hon'ble Supreme Court has Quashed the orders of High Court which put this area under CRZ Zone.	APWD has now been directed to take necessary steps for constructing the approach road to the new medical college site.
2.	Requirement of Guest Rooms at the new Medical College Campus.	The council had directed the Chief Engineer, APWD to modify the drawings/ plans for the Guest House. It was also	Estimates for the guest house with 32 rooms have been prepared by APWD. The same is being put up before EC for approval.	To be examined under Agenda item No. 2 at Sl. No. 7

		decided to get the additional funds required on account of the proposed increase in guest rooms.		
3.	Returning of Dugong Guest House to PBMC and remaining 10 rooms in Horn Bill Nest to ANIIDCO	<p>It was decided to retain the CRPF barrack at Atlanta Point, presently used as Boys Hostel, while also retaining its heritage character. Likewise, the buildings currently occupied by the Microbiology department could also be used for accommodating Doctors by making suitable internal modifications and alteration. (Action: CE APWD)</p> <p>Further, it was also suggested to demolish some of the old existing quarters at Atlanta Point which is under the Health Department and construct high rise apartments for accommodating the JRs &amp; SRs. Some Members stated the proposal needed to be carefully examined as these are the residential quarters of several senior Medical Officers of the Health Department. The Council authorized the Chairman to take a decision in the matter after examining all pros and cons. Director (ANIIMS) shall initiate a separate file after taking opinion of DHS and MS, GBPH.</p>	<p>Horn Bill Nest and Dugong Guest House have been handed over to ANIIDCO and PBMC on November 2017 and May 2018 respectively.</p> <p>Various building (residential accommodation) in and around Atlanta Point as well as ANIIMS Admin Block were identified for feasibility of construction of hostels for Residents and Doctors.</p>	Action Taken has been noted by EC

<p>4.</p>	<p>Audit Report submitted by the Local Fund of PAO relating to the period from 3.12.2013 to 31.03.2017</p>	<p>The Council agreed with the suggestions of FC and also authorized the Chairman (EC) to take appropriate decision including follow up action on the audit report.</p> <p>Further, it was directed to adopt uniform increment rates for any new appointments made hereinafter in ANIIMS as well as to the existing staff attached to ANIIMS.</p>	<p>The para wise reply obtained from ANIIMS was submitted to Chairman, EC on file.</p> <ul style="list-style-type: none"> <li>On perusal of the matter on file, the then Principal Secretary (Health) has observed that arbitrary variation in recruitment criteria, arbitrary changes in remuneration, pay disparities etc could be seen in the HR matter. Also issues in the procurements such as citing urgency 87 computers were purchased with approval of Chairman; EC with only 3 days time for bid submission was seen.</li> <li>He advised that the entire matter henceforth shall be initiated on file of the Department of Health and Family Welfare for taking suitable steps in the matter</li> <li>As per his suggestion, the matter was referred to legal cell of Health Department who in turn has referred the matter to Vigilance department for inquiry and advice on the points where financial impropriety or misconduct may be prima facie involved.</li> <li>Altogether there are 23 Audit Paras out of which 12 are to be inquired by Vigilance department.</li> </ul> <p>Uniform annual increment i.e. 3 % increment has now been implemented for all staffs with effect from 19/05/2017, date of decision taken by EC, ANIMERS.</p>	<p>Action Taken has been noted by EC</p>
<p>5.</p>	<p>Purchase of Medical Equipment's/ Instruments for Medical College.</p>	<p>Finance Committee had advised the Director (ANIIMS) to prioritize the requirements and submit the proposal with the complete</p>	<p>As per the advice of FC, the items required by various departments are being prioritized in consultation with concerned HoDs and procurement proposals are</p>	<p>EC advised that the GeM team is scheduled to arrive at Port Blair on 5<sup>th</sup> September. The matter can be taken</p>

		<p>details of items before FC for procurement, if competency of such procurement is not within his delegated powers as Head of Department.</p> <p>The Council had agreed and accepted the recommendation of the Committee.</p>	<p>being initiated.</p> <p>It was also informed that the procurements are taking much time due to the requirement under Rule 149 of GFR 2017 to mandatorily procure the available items from GeM.</p> <p>Since it is very difficult to search for all items under GeM given the slow internet connection, it was requested to grant exemption from this requirement and procure through e-tenders.</p>	<p>up with them to resolve the issues so that procurement can be made from other modes in case procurement through GEM is failed.</p>
6.	Purchase and installation of CCTV at various locations of the Medical College (ANIIMS)	<p>Director ANIIMS has submitted a proposal for purchase &amp; installation of CCTV surveillance system in various locations of the Medical College (ANIIMS) at an estimated cost of Rs. 34,29,811/-.</p> <p>The proposal was placed before the FC in its meeting held on 23/10/2017. The Committee considered the proposal and decided to recommend the proposal subject to compliance of codal formalities and compliance of the provision of GFR/DFPR and other financial rules.</p> <p>The EC considered the proposal and directed to ANIIMS to get the work accomplished through APWD. However the technical specification shall be got vetted by DBRAIT and shall also include provisions for 5 year warranty and 5 year CMC services.</p>	<p>It was informed that the matter has been already taken up with APWD and it is expected that shortly they shall be submitting the required estimates for approval.</p>	<p>APWD was requested to expedite the matter.</p>
7.	Purchase of	The Council had agreed	It was informed that 2 buses	Action Taken has

	buses for the Medical College (ANIIMS) for transportation of students /faculties.	with the recommendation of the Finance Committee to get buses on hire from the Transport Department or through private agencies by observing codal formalities and accordingly had directed the Medical College (ANIIMS) to take follow up action in this regards.	have been hired by ANIIMS from private agencies after following the due tendering process.	been noted by EC
8.	Extension of the contract appointment of Maj Gen R P Choubey as Director ANIIMS	Council has decided to extend the contract appointment of Major General (Rtd) R P Choubey as Director (ANIIMS) for another six months w.e.f 01.12.2017 on the existing terms and conditions	Necessary orders to this effect were issued by Member Secretary, ANIMERS. Further, on expiry of the extended term on 31.05.2018, as per the approval of Chairman, EC ANIMERS the term has again been extended for another 6 months or appointment of a new Director ANIIMS whichever is earlier. <b>This also needs to be ratified by EC</b>	EC ratified the approval accorded by Chairman, EC in this matter.
9.	Appointment of Registrar for the college (ANIIMS).	The Council directed ANIIMS to initiate necessary action for framing of RR for the post and appoint a Registrar for the Medical College following the procedure prescribed under the Rules & Regulation of the Society, within four weeks. The Council was of the view that as a practice in many other colleges/ universities, the Registrar should preferably have an administrative background, in order to enable discharge of duties of Registrar. The Council recommendation for placement of the same in the GBM for necessary ratification.	Proposal for post creation including that of Registrar has been prepared and submitted as an Agenda vide No. 5	To be examined under Agenda item No. 5.
10.	Framing of Conference	The Executive Council directed Director	Director ANIIMS informed that the norms of teaching	Director ANIIMS was directed to

	Rules for ANIIMS	(ANIIMS) to adopt the norms of the teaching hospital of GOI/GNCTD such as Safdarjang and MAMC and after concurrence of Academic Council get it approved on file and present to EC for ratification subsequently.	hospitals of GoI/GNCTD except AIIMS New Delhi could not be obtained.  However, Conference Rule has been re-framed as per the prevailing conference rules of AIIMS Delhi with slight modifications.  The same shall be placed before the Academic Council and submitted on file for approval of Chairman, EC ANIMERS	immediately get the conference rule examined by Academic Council and submit on file for examination and subsequent approval by Chairman, EC ANIMERS. It could be later presented before EC for ratification as decided earlier.
11.	Re- Constitution of the Academic Council to include the Medical Superintendent of GBPH in the Academic Council.	The proposal of Director (ANIIMS) was considered by the Council. However, since this requires amendment of Rule 13 (ii) of the Rules & Regulations of the society (ANIMERS), to include the same in the Agenda Point for the ensuing General Body meeting of the Society (ANIMERS).	This was discussed in the General Body meeting of ANIMERS, the proposal to make formal amendments to rules shall be initiated soon after the minutes of the GB is issued by Director ANIIMS.	Chairman, EC ANIMERS expressed his displeasure in delayed submission of the minutes. As directed by the President, GB, the meeting of General Body is to be reconvened.
12.	Settlement of Old bill towards purchase of copier machine during 2014 from M/s Super Electronics	The council has sought a complete report within 15 days from the FA ANIMERS and fix responsibility on the concerned Officers who placed this direct purchase order of such high end machines in deviation of GFR. Only after receipt of the report and its acceptance by Chairman, EC ANIMERS, the bill was to be processed for payment	As required by the EC, a report in this regard was submitted to Principal Secretary Health (Vice Chairman, EC, ANIMERS). It was observed that a high end copier machine amounting to Rs 2,30,361/- was procured directly from M/s Super Electronics Port Blair (Single Tender Enquiry) authorised dealer of RICOH for the Library of ANIIMS by the then Member Secretary ANIMERS without the approval of EC. The concerned file is also missing.  On perusal of the report, the then Principal Secretary (Health) has expressed his serious displeasure on the matter and directed to trace out the file.  But inspite of the best efforts of the office, the file couldn't	EC taking into account the detailed justifications submitted for procurement of the high end copier machine and considering it to be a procedural lapse on the part of the then Member Secretary, ANIMERS, decided to accord necessary approval and expenditure sanction for settlement of the long pending bills of the supplier. However, EC directed all concerned to ensure that the codal formalities

			<p>be found. Although it is reflected in the handing over report of the official who had dealt it but subsequent handing over made by the then incumbent does not reflect the said file.</p> <p>ANIIMS has however submitted a detailed justification note for procuring the high end copier machine.</p>	<p>enunciated under the Rules are followed scrupulously in all procurement matters.</p>
13.	Constitution of Search Committee	It was decided to constitute a Search cum Selection Committee for selection of Director ANIIMS	<ul style="list-style-type: none"> <li>• A Search Committee was constituted for selection of Director ANIIMS and the required process has also been initiated by the Medical and Public Health Section of Secretariat.</li> <li>• In response to the vacancy notice published, applications from prospective candidates were received.</li> <li>• The interview for the post has been conducted and candidate also selected. The appointment letter is being issued. New Incumbent is likely to join by November 2018.</li> </ul>	Action Taken has been noted by EC

**(B) INFRASTRUCTURE PROPOSALS:**

**Agenda Point: 02** A/A & E/S for the preliminary estimates relating to the various civil works at the new medical college campus at Dudhline.

The following preliminary estimates relating to civil works at the new Medical College Campus received from the Chief Engineer, APWD were placed before the Executive Council:

Sl. No	Details of work	Estimated cost.
01	Construction of Basic Science Block – Clinical Blocks (Block B & C) for the Medical College at Dudhline	Rs.41,67,50,485
02	Construction of Hostel for Assistant Professors/ Lecturers etc for the Medical College at Dudhline (Block-2)	Rs.3,43,72,076
03	Construction of 24 Nos Type IV quarters for Assistant Professors/Lecturers	Rs.10,87,65,419
04	Construction of 12 Nos Type V quarters for the Medical College at Dudhline.	Rs.7,21,04,600
05	Construction of 12 Nos. Type VI quarters for the Medical College at Dudhline.	Rs.9,69,00,300

06	Construction of Road for Medical College from Carbyn's Cove end to Port Blair.	Rs.2,11,82,007
07	Construction of Guest House for Medical College at Dudhline, Port Blair.	Rs. 8,01,11,179
08	Construction of Boy's Hostel Block-III for Medical College at Dudhline, Port Blair.	Rs.7,07,81,554
09	Construction of Director's Residence for Medical College at Dudhline, Port Blair.	Rs.1,10,58,319
10	Revised Estimates (variation) for development of site for Admn Block, Science Block, quarters, Professor Hostel etc.	9,54.72,814 (-)*8,99,52,342 Rs.55,20,472
<b>Total</b>		<b>Rs.91,75,46,411</b>

\* Already passed by FC/EC

It was informed to EC that FC while taking up the aforesaid preliminary estimates felt that the work pertaining to Construction of Basic Science Block should be dealt in an integrated manner with other 02 Blocks i.e A & D and a consolidated proposal be submitted to FC for consideration. As such, the two estimates returned by SFC alongwith the estimates presented here at Sl. No. 1 were returned with a direction to put up single estimates for all Blocks of Science /Academic Block.

It was also informed that FC while examining the estimate at Sl. No. 6 above pertaining to construction of Road has observed that in terms of para 18.22 of DPR, the A&N Administration has to develop road to Proposed Medical College complex area at Dudh line with the present civil inhabited area, as such it could be delinked from the project.

FC has thus returned the estimate submitted for construction of road to APWD with the request to take up the work from their allotted budget under Road Sector.

FC has also returned the estimate at Sl. No. 10 for resubmission separately with detailed facts of the matter so as to re-examine the matter with latest instruction of Administration in next meeting.

With regard to remaining estimates amounting to Rs 47.41 Crores, it was informed that FC has although recommended approving it but has advised to take a view as to whether the matter be further taken up with MHA as the total project cost is more than Rs. 100 cores.

EC was appraised that the matter of approval of construction of Basic Science Block A & D of college which was approved by the Executive Council in its last meeting held on 01.12.2017 was submitted to Standing Finance Committee of the A&N Administration for sanction being a proposal more than Rs.4 crores.

The Standing Finance Committee while considering the proposal observed that “whether for purpose of approval and sanction of the competent authority a group of work which form one projects are to be considered as “one work” and work of similar nature being independent of each other. After due deliberation the committee decided that the proposal be referred to APWD to confirm whether the staggered construction schedule adopted by PWD which forms part of the Detailed Project Report (DPR) of around Rs.302 crores need to be considered as one work in terms of section 1 below Rule 130 of CPWD Works Manual 2012 ( Rule 137 of GFR 2017) and it may be examined if the matter needs to be taken up with the MHA for placing the DPR before the Expenditure Finance Committee (EFC) for appraisal and expenditure sanction.”

The Chief Engineer has examined the matter and pointed out that as far as execution of work is concerned, department (APWD) has to obtain A/A & E/S for each piece of work as per requirement and each work forms one Project. Hence, each and every work proposed by the Society (ANIMERS) has to be taken as one isolated work, since client department is proposing them as independent work (GFR130). He further clarified that concept of splitting of work is based on the sanctioned component of work and not on budgetary provisions of a department. He further suggested that APWD however engage a consultant to ensure planning and design of all component of balance work including basic infrastructure like water supply, internal road and sewerage network along with integration of newly constructed component as well as coming up buildings like hostels, quarters and administrative buildings to ensure effective long term operation and maintenance.

In this regard it was further appraised to EC that already it has sanctioned works amounting to Rs.53 crores and these works are under progress. The DPR so prepared for Medical College was to be implemented in phased manner and the works are to be carried out as per the priority assigned. The issue of “One Work” or “independent work” was never pointed out earlier and the project had progressed till date with the assumption that the DPR has already been approved by the Ministry of Health & Family Welfare. Moreover the Ministry of Health and Family Welfare, GOI has also released the fund accordingly and till date released Rs.113 crores.

In view of the above, after detailed deliberations, EC decided to take up the matter with MHA, GoI for placing the DPR before the Expenditure Finance Committee (EFC) for appraisal and expenditure sanction.

Meanwhile, to ensure compliance to MCI Observations for the inspections held in August 2018 to grant permission for the 5<sup>th</sup> year of the

Medical College, the construction works included in the Additional Agenda Points estimated to Rs 4.55 crores only be considered for approval. These are:-  
1. Intern hostel at PHC Chouldari Rs. 3.25 Crores and (ii) C/o of two Pre-Fabricated Lecture hall at Dhudh Line Rs.1.30 Crores.

**(C): FINANCIAL PROPOSALS:**

**AGENDA POINT: 03** Audited Statement of Accounts for the year 2016-17, received from the Chartered Accountant viz. M/s S Ravichandran & Co;

EC was informed that as per decision taken in the last EC meeting, M/s Ravichandran & Co were entrusted with the work of accounting and auditing of the accounts of ANIIMS/ANIMERS for the year 2016-17.

The audited statements submitted by the Chartered Accountant were examined by FC and it was returned for want of consolidated account of Society clearly depicting the financial position of the society.

Accordingly, the consolidated Balance Sheet, Receipt & Payment and Income & Expenditure statement has been submitted which is found to be in order.

The council accepted the Audited Statements and recommended for placement of the reports in the General Body Meeting (GBM) for consideration and acceptance by it.

**AGENDA POINT : 04** Creation of posts for the Society (ANIMERS)

The Member Secretary, ANIMERS explained that the Society, namely Andaman and Nicobar Islands Medical Education and Research Society (ANIMERS) was registered/ notified during the year 2014 with a view to establish a Medical College in the islands.

Although the Medical College (ANIIMS) was established from the academic year 2015-16, the work is carried out by utilizing services of existing manpower alongwith few contractual appointees.

The Society (ANIMERS) has a major role in creating the required infrastructure by coordinating the activities of various agencies and ensuring sufficient funds for the purpose. The Society also ensure compliance of the provisions contained in the Rules and Regulations/Grant-in-Aid Rules in the matter of recruitment, purchases etc and coordinate the meetings of the Executive Council, Finance Committee etc.

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To attend all these functions, services of suitable Officers with sufficient administrative experience and supporting staff are required. As of now, apart from a DRM, no full time manpower is in existence for the society. The work of Financial Advisor, ANIMERS as well as Executive Officer, ANIMERS is looked after by the Senior Accounts Officer attached to Health Department. No subordinate clerical or accounting staff is provided to the society which is hampering the regular follow up of the decisions taken in the various bodies of the society. The accounts of the society also need to be closely monitored. As such, it was proposed to create the following posts in the Society (ANIMERS) for the proper functioning of the Society (ANIMERS):-

<b>Sl No</b>	<b>Name of post</b>	<b>No. of posts</b>	<b>Pay scale suggested</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
01	Executive Officer	01	Level-9 (53,100-167800)
02	Assistant Accounts Officer	01	Level-8 (47600-151100)
03	Senior Accountant	01	Level - 6 (35,400-1,12,400)
04	Assistant/Head Clerk	01	Level - 6 (35,400-1,12,400)
05	MTS	01	Level - 1 (18,000 - 56,900)

It was informed that FC has recommended the creation of the posts subject to ensuring that the pay scale proposed are at par with the pay scale of the similarly placed post in the Administration. FC has also decided to fill up these posts on deputation basis only to avoid permanent committed liability on society. In case no deputationist is available in Administration then appoint on short term contract basis.

The Council after detailed discussion decided to get the proposals examined by a committee headed by Pr. Secretary (Health) with Secretary (Finance), Secretary (AR Wing), Secretary (Personnel) and Director ANIIMS) as members. The proposal shall also be got concurred from Finance Department of A&N Administration so as to ensure necessary budgetary support. Thereafter the proposal be submitted to EC for approval.

**AGENDA POINT : 05** Creation of various nature of posts for ANIIMS.

ANIIMS has commenced its session from the year 2015-16 with an annual intake of 100 students. MH&FW has accorded renewal of permission to start the 4<sup>th</sup> batch from the session 2018-19. All the faculty (Teaching & Non teaching) posts are being filled on contractual basis due to non creation of regular post.

The Director ANIIMS has submitted a proposal for creation of 738 posts to meet the minimum standard requirement (MSR) of Medical Council of India (MCI) which are mandatory for final recognition of the Medical College.

Out of total requirement of post, 107 posts have already been created with the approval of Executive Council (EC) ANIMERS in the meeting held on 21.11.2014.

Further it is submitted that there are currently 206 nos of Posts already in existence at GB Pant Hospital under Directorate of Health Services. As such, proposal for creation of balance Post i.e, 425 nos. (738-107-206) is submitted.

The total Financial implication for creation of 425 nos post are estimated to be **₹ 31,18,45,600/- (Rupees Thirty One Crore Eighteen Lakh Forty Five Thousand Six Hundred only).**

The Finance Committee had examined the proposal and sought clarifications as to how the current Specialist Doctors Posted in the GB Pant Hospital is to be adjusted against the strength of Professors.

FC opined that the existing 7 specialist doctors can be adjusted against the post of Professors currently working at GB Pant Hospital thus recommended creation of 418 posts to the Medical College for Creation.

It was however stated by ANIIMS that the creation of posts can be approved since adjustment against the post of Professors are subject to fulfillment of certain other conditions. Those fulfilling these requirements can only be considered for adjustment against the post of Professors, rest can be accommodated in other District Hospitals.

The Council as decided in the previous Agenda Point, decided to get the post creation proposal examined by the committee constituted under Pr. Secretary (Health). Also, it needs to be submitted to Finance Department for concurrence to ensure budgetary support.

Further, now considering that the project is being submitted to MHA for EFC approval, only the post as detailed in the additional agenda point which is required to be created for complying with MCI observations shall be considered for approval.

**AGENDA POINT :06** Budget proposals of the Medical College (ANIIMS) for the year 2018-19.

The MS, ANIMERS submitted the budget estimates for the financial year 2018-19 received from ANIIMS. The total expenditure on Salaries, Office Expenses and other charges for the financial year 2016-17 was Rs 38.28 crores, during 2017-18 it was Rs. 37.08 crores, the decline was due to the decrease in salary expenditure owing to resignation of some of the employees.

The current budget is projected at Rs 42.93 crores. Provisions for procurement of furniture, kitchen equipments etc for the new hostel buildings nearing completion are also made.

It was informed that FC has examined the budget proposals and has recommended for approval of the Council.

The Council considering the recommendation of FC, accorded approval for the annual budget submitted by the Society for a total amount of Rs 42.93 crores. However, considering that the Administration has allotted a total budget of Rs 50 crores to Health Department for sanction under GIA Salaries and GIA General, it was directed to surrender or get the fund re-appropriated to other head of accounts which requires additional funds.

**AGENDA POINT: 07** Ex-post Facto Approval sought for reimbursement of cost of white coat procured for the MBBS student batch of 2017-18.

Director ANIIMS informed that ANIIMS had held an orientation programme on 15<sup>th</sup> Aug 2017 for the MBBS batch of 2017-18. The students were provided with white coat @ Rs.499/- each, total cost being 499x100=Rs. 49900/-. One of the faculty member Dr.S.K. Kathpalia in-charge of 'Medical Education Unit' has procured it directly from a firm namely Prime Surgical, New Delhi (through the online shopping site "Amazaon"). The payment was also made by him and he has sought reimbursement of it.

This proposal was examined on file and Financial Advisor (FA), ANIMERS sought for details of policy decision taken for providing white coats to the newly joined students. If not, concurrence of Executive Council has to be obtained.

There was no earlier precedence of holding white coat ceremony and it was introduced for the first time as a symbolic of induction into the medical profession.

Further, the reasonability of rates have been got examined through the local purchase committee of ANIIMS and necessary certificate has been obtained under GFR 155.

As such, ex-post facto approval of EC is being sought so as to reimburse the money to Dr.S.K. Kathpalia. The expenditure is proposed to be met from the Student Welfare Fund which has got a total fund balance of Rs 21,97,500/- (Rupees Twenty One Lakhs Ninety Seven Thousand Five Hundred Only).

Finance Committee has observed that ANIIMS should ensure due diligence on all procurement matters and the extant rules under General Financial Rules needs to be strictly adhered to. As a onetime measure, the committee has recommended to accord necessary ex-post facto approval to regularize the procurement.

The Council considered the recommendation of the Finance Committee and accorded necessary ex-post facto approval for the conduct of the white coat ceremony of the newly joined students and also towards the expenditure incurred on the white coats.

**AGENDA POINT : 8**      Grant of remuneration (honorarium) to the AAO posted in PBSB for performing duties in the O/o the OSD (Tech).

It was submitted before the EC that as per communication received from the OSD (Tech)/EE (PBSB), vide letter dated 13.02.2018 and order issued by the Director of Accounts & Budget vide order dated 17.08.2017, the accounts of the Technical Wing of the Society (ANIMERS) is managed by utilising the services of the Assistant Accounts Officer posted in PBSB. Since the work assigned to the AAO in the Technical Wing does not fall within his normal sphere of duties, the OSD (Tech) has suggested payment of honorarium to the extent of Rs.7000/- per month to the AAO posted in PBSB with effect from the date of his engagement i.e. 21.08.2017.

EC was informed that the Technical Wing of the Society (ANIMERS) is responsible for maintenance and upkeep of all existing infrastructure of the Medical College (ANIIMS) and funds to the tune of 2.5 crores have been placed at the disposal of OSD (Tech) to meet the expenditure. Therefore, services of qualified accounting staff are required to manage the accounts of Technical Wing. The EE (PBSB), who is also the charge of OSD (Tech) is being paid honorarium to the tune of Rs.10,000/- and therefore, the proposal to allow

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honorarium to the AAO may be considered and the incumbent may be paid honorarium of Rs.5000/- per month with effect from the date from which he is performing this duty.

EC was also appraised that as per Rule 49(iii) of FRSR Part -I, where a Government servant is formally appointed to hold charge of another post which is not in the same office or which though in the same office are not in the same cadre/line of promotion, he shall be allowed the pay of the higher post and in addition ten per cent of the presumptive pay of the addition post.

Considering that the Official has been holding the additional charge in the OSD(Tech) division of the society ANIMERS, FC taking into account the rule provisions *ibid* has recommended the proposal strictly as per the existing provisions of financial rules applicable to the Administration for seeking approval of EC.

The Council subject to concurrence by Finance Department of Administration approved the proposal.

**(D): MISCELLANEOUS PROPOSALS:**

**AGENDA POINT : 09** Amendment to the Memorandum of Association/Rules & Regulations to incorporate specific provisions for mandatory auditing of the accounts of the Society (ANIMERS) and Medical College (ANIIMS) by C & AG

EC was informed that as per Rule 23(b) of the Memorandum of Association/ Rules & Regulations of the Society (ANIMERS) '*auditing of the accounts of the Medical College including balance sheet and Income and Expenditure account annually by such person or persons as may be appointed/engaged by the Executive Council and all costs and expenses incurred in connection therewith shall be payable by the Medical College*'.

It was appraised that the A & N Administration has decided to audit the accounts of the Society (ANIMERS) and the Medical College (ANIIMS) through the Comptroller & Auditor General of India and had taken up the matter with C&AG accordingly. The request was, however, not considered by C&AG stating that there exists no specific provisions in the GIA Rules/MoA/Rules & Regulations in this regard and requested to amend relevant provisions of these Rules to incorporate specific provisions therein, vide their letter No:OA-I(AB)/Mother/File/ANIMERS/491 dated 04.01.2018.

At present the accounts of the Society (ANIMERS) and the Medical College (ANIIMS) are being audited by the Chartered Accountants to prepare

the balance sheet and by the Local Fund Audit of the Pay & Accounts Office for procedural lapses, if any.

However, keeping in view the decision of A & N Administration to get the audit conducted by C & AG, ANIMERS has proposed that relevant provisions of MoA needs to be amended in the manner explained below:-

Rule to be amended	Existing provisions	Proposed amendments
Rule 23 (b) of MoA/ Rules & Regulations	The Accounts of the Medical College including balance sheet and income and expenditure account shall be audited annually by such person or persons as may be appointed /engaged by the Executive Council and all costs and expenses incurred in connection therewith shall be payable by the Medical College.	"The accounts of the grants received by the Society (ANIMERS) and subordinate bodies viz. Medical College (ANIIMS), Technical Wing etc will be audited by the Officers/representatives from the Office of the comptroller and Auditors General of India. Further the Executive Council of the Society (ANIMERS) may also appoint Chartered Accountants for preparation of audited financial statements (Balance sheet, Income & Expenditure Statement etc) of the Society and its subsidiary bodies. The costs and expenses incurred in connection therewith shall be payable by the Society (ANIMERS) or the Medical College (ANIIMS)."

FC has also agreed to the proposal and recommended it for approval and placing it before the General Body of the Society (ANIMERS).

The Council approved the proposal and recommended for placing it before the General Body for necessary amendments in the Rules & Regulations of the Society. The Council also desired to ensure internal audit of the account of the Society by local Account Department of Administration.

**AGENDA POINT : 10** Ratification of the approval accorded by the Chairman, EC/CS

EC was informed that due to various practical constrains, the Chairman, Executive Council, in exercise of the powers conferred on him under Rule 22 (b) (ii) of the MoA/Rules & Regulations of the Society (ANIMERS) had accorded approval for the following proposals:-

(a) Departmental advance of Rs.4,32,000/- sanctioned to meet the expenses relating to the visit of Internal Examiners of Pondicherry University in connection with conduct of University examination for the 1<sup>st</sup> and 2<sup>nd</sup> year MBBS degree Examinations during November, 2017.

(b) Departmental advance of Rs.2,05,000/- sanctioned to make payment of honorarium to the Subject Experts and Non-official members of the Selection Committee who had conducted interview for selection of suitable candidates applied for the posts of Faculties in the Medical College (ANIIMS).

(c) Departmental advance of Rs.28,800/- sanctioned for conducting Continued Medical Education Programme by the Medical College (ANIIMS) on the eve of World Aid's Day on 01.12.2017 by the Department of Community Medicine.

Considering that the action taken by the Chairman, EC (ANIMERS) was in the exigency of public service and also the recommendation of FC, the proposal was ratified by the Executive Council.

**AGENDA POINT : 11** Any other Agenda Points taken up with the permission of Chair.

A. EC was informed that the MCI inspection held in August 2018 has pointed out the following requirement of infrastructure and man power which is to be provided immediately to get the MCI permission for the 5<sup>th</sup> year of the Medical College.

1. 2 Lecture Theatre and one Examination Hall.
2. 113 Beds
3. Hostel Facilities for students.
4. Accommodation for nurses and non teaching staff .
5. 2 PHCs (UHTCs and RHTCs) to be placed under the control of GB Pant hospital.

In this regard, the management of ANIIMS has proposed the following arrangement to meet the above mentioned deficiencies as indicated by the MCI.

1. The space provided for the GYM in Dining Hall complex is proposed to be utilized as Examination Hall at Dudh Line site. Two pre-fabricated Lecture Hall will be constructed at Dudh Line Medical College site.
2. 40 Additional beds to be provided in the newly constructed Eye and Burn Ward. Moreover, 60 beds will be arranged from Admn. building of college and CRPF barrack which are currently used as Hostel for the students.
3. The students will be shifted to new hostels of the capacity of 264 rooms at Dudhline, the new site of medical college.
4. One vacated girls hostel located at Central Library will be used as accommodation to non-teaching staff.
5. PHC at Chouldari and Haddo are proposed to be handed over to the Medical College and be modified as UHTCs and RHTCs respectively. The accommodation to accommodate Interns is proposed to be constructed at PHC Chouldari.

APWD was requested to submit the estimates of 2 pre fabricated lecture theaters and Intern Hostel to be constructed at PHC Chouldari. The APWD has indicated the cost of Rs 1.30 crores for Pre-Fabricated Lecture Theaters and Rs. 3.25 crores for Intern Hostel at Chouldari PHC.

Now, considering the urgency of the above works for obtaining approval of MCI, EC has been requested to accord approval of above proposal. In principle approval is also sought for shifting/ modification/ re-fabrication and addition in the Eye and Burn Ward, Admin. Building, CRPF Barrack and old library building for which a detailed estimate will be submitted to the next EC meeting.

B. The MCI had also observed that there is a deficiency of 33 % of faculty, 55% of resident doctors, around 49 posts of staff nurses/sister

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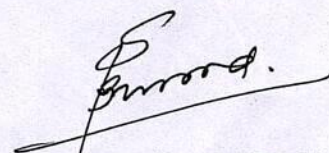
in-charge/nursing students and 92 posts of Para-Medical Staff/Non teaching staff in the medical college to qualify permission for 5<sup>th</sup> year.

In this regard it is informed that the society has already invited applications from specialists/resident doctors and is going to conduct interview in the next month. It is hoped that the deficiencies with respect of specialists/doctors will be met up after completion of this process.

Similarly the health department is taking measures to fill up the posts of nursing staff along with other posts of GB Pant Hospital. The deficiencies as indicated for para medical and non-teaching staff was earlier accepted by the MCI against the posts available in GB Pant Hospital. The society will again request the MCI to accept the posts available with the GB Pant Hospital as the GB Pant hospital is integral part of medical college.

C. The Council considering that these proposals submitted above are very much essential for the 5<sup>th</sup> year renewal permission by MCI, necessary approval was accorded for the works estimated to cost Rs 4.55 crores. Similarly, approval was also accorded for creation of the minimum number of posts to meet the MCI requirements pertaining to resident doctors, staff nurses/sister in-charge/nursing students and posts of Para-Medical Staff/Non teaching staff. However over all requirement of Medical College will be considered by a committee being constituted as per the EC's decision at agenda point No. 5.

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

  
Member Secretary (ANIMERS)

**Annexure-I****LIST OF PARTICIPANTS IN THE EXECUTIVE COUNCIL MEETING HELD AT 1500 HOURS ON 01.09.2018 IN THE MINI CONFERENCE HALL OF SECRETARIAT.****LIST OF PARTICIPANTS**

<b><u>A.Chairman/Members:</u></b>		
	<b><u>Name</u></b>	<b><u>Designation</u></b>
1.	Shri Chetan B Sanghi,IAS	Chief Secretary <b>Chairman(ANIMERS)</b>
2.	Shri K.R Meena,IAS	Principal Secretary (Health) <b>Vice Chairman (ANIMERS)</b>
3.	Dr. Monica Priyadarshini	Secretary (Health) <b>Member</b>
4.	Shri S K Bhandari	Additional PCCF (FC) <b>Member</b>
5.	Shri T Triumugam	Deputy Secretary (Fin.I)/Representative of Secretary Finance <b>Member</b>
6.	Shri D .Balaji	Superintendent Engineer(Planning)/Representative of Chief Engineer APWD <b>Member</b>
7.	Dr.S P Burma	<b>Member Secretary ANIMERS/DHS</b>
<b><u>B.SPECIAL INVITEES</u></b>		
	<b><u>Name</u></b>	<b><u>Designation</u></b>
1.	Dr. R P Choubey	Director,ANIIMS
2.	Dr.Nidhi Sarohe	OSD, Medical College
3.	Shri Alex Verghese	OSD ,(Tech/EE,PBSD)
4.	Shri M.Mohammed Ashraf	FA ANIMERS/Sr.AO(DHS)