

**MINUTES OF THE EXECUTIVE COUNCIL (ANIMERS) MEETING
HELD AT 1600 HOURS ON 13TH JANUARY, 2016 AT THE
CONFERENCE HALL OF SECRETARIAT.**

List of participants attached.

Welcoming the Chairman and members/special invitees to the meeting, Dr A K Dubey, OSD (Medical College) expressed gratitude on behalf of ANIMERS for their participation in the meeting.

Agenda Point No:01

After a brief introductory discussion, the Chairman/CS reviewed the decisions taken in the Executive Council meeting held on 15.10.2015 and expressed his satisfaction for compliance of majority of the decisions taken therein and directed the Director (ANIIMS) to speed up actions relating to procurement of materials required for ANIIMS and also to ensure positioning of man power required to comply with MCI guidelines before the next MCI inspection.

Chairman/CS directed the Member Secretary to complete formalities relating to extension of the contract appointment of the Director (ANIIMS) for which approval was accorded in the last meeting of the Executive Council. He has also enquired about the present term of the Consultant and stated that his services would be required for another one year to ensure smooth functioning of the Medical College. The Executive Council approved further extension of his contract appointment for another one year.

The Executive Council noticed that framing of leave rules, Standard Operating Procedure (SoP), guidelines for sanction of travelling and other expenses, sanction of Learning Resource Allowance etc are yet to be finalized/framed. The Chairman/CS desired that this should be finalized based on similar rules/guidelines available in AIIMs or any other Medical Colleges run by Government-run Society/PSU and Model Rules framed by the Ministry of Home Affairs in consultation with the Finance and Law Departments of the Administration.

The Executive Council reviewed the Projects relating to construction of Medical College building and decided as below:-

- The OSD (Technical) shall process/execute Projects for which he is technically competent as per powers delegated to him after obtaining administrative approval from the competent authority;
- Remaining Projects relating to the Medical College shall be processed and forwarded to the Chief Engineer, APWD for follow up action. The OSD (Tech) shall liaise with APWD to speed up finalization/execution of the Projects.

The Chairman directed that the Member Secretary of ANIMERS shall examine the possibility of payment of Sitting Fee to the Chairman/Members/ Special Invitees in the pattern being adopted by other similar Societies/PSU in consultation with the Finance Department of the Administration.

Agenda Point No:02

The Director (ANIIMS) explained in detail, points raised by the Team of Inspection from Medical Council of India (MCI). It has been informed that out of 17 deficiencies raised by them, 11 points have since been rectified and another 02 will be complied with before the next inspection. He has, however, expressed his concern over point No: 04 & 05 relating to establishment of Centralized Gas connection, raised by MCI. He recalled that MCI accorded permission for the 1st Year MBBS Course based on the written assurance given by the Administration that the Centralized Gas Connection would be made available but the said assurance could not be fulfilled so far. The Chairman has kindly agreed to get the proposal expedited.

Regarding availability of Examination Hall to comply with MCI guidelines (Point No:09), Chairman/CS desired that the Director (ANIIMS) should identify a suitable Hall available with any other departments for the said purpose and inform the position to MCI pending construction of the same in the new Medical College campus by APWD.

Agenda Point No:03

The Executive Council considered 21 drawings and estimates amounting to Rs.83.62 crores, prepared by APWD and OSD (Technical) for construction of new buildings at the new Medical College Complex and for the renovation/maintenance of the existing infrastructures being utilised by ANIIMS. The OSD (Tech) informed that some of the estimate needs to be revised keeping in view the modifications carried out in the drawings. The Executive Council ratified the approval already accorded by the Chairman/CS and provisionally approved the remaining drawings and estimates and decided that CE APWD)/OSD (Tech) shall finalize the same as early as possible and submit to the Chairman/CS for formal approval.

Agenda Point No:04

The Executive Council approved the proposal of Director (ANIIMS) for notification of 27 more vacancies of Faculties/Teaching Staff for the academic year 2016-17. As regards the requirement of non-Teaching staff, the Director (ANIIMS) explained that the requirement projected in the Agenda (248 posts) therein is for the full course period and requirement for the second year is negligible. He has promised to work out the minimum requirement and submit suitable proposal for approval. The Executive Council conveyed that in view of urgency suitable proposal shall be placed before the Chairman/CS for formal approval before notification of the vacancies and the same may be placed before the Executive Council in the next meeting for ratification.

Agenda Point No:05.

The Executive Council ratified the approval accorded by the Chairman/CS, based on the recommendation of Director (ANIIMS), for appointment of 02 Junior Radiographers on contract basis in ANIIMS from the panel prepared last year.

Agenda Point No:06

The Executive Council approved in principle, the proposal placed before it for delegation of financial powers for according administrative approval and expenditure sanction upto Rs.20 lakh for civil works to the Director (ANIIMS) provided the drawing and estimates are prepared and approved by the competent Technical Officer of ANIMERS/APWD. The Executive Council also approved the proposal to delegate financial powers upto the extent of powers vested with the Heads of Department of A & N Administration to the Member Secretary (ANIMERS). The Executive Council authorised the Member Secretary to issue these orders of delegation of powers in consultation with the Finance Department of the Administration and with formal approval by the Chairman/CS.

Agenda Point No:07

The Executive Council approved the proposal placed before it for purchase of computers, printers, Xerox machines, scanner, shredder, fax machine etc for the use of Technical Wing and O/o Member Secretary (ANIMERS) subject to observing of codal formalities and clearance by the Empower Committee, wherever necessary and with the formal approval of Chairman/CS.

Agenda Point No:08

The matter regarding establishment of Nursing College to start Degree Course (BSc Nursing) by upgrading the existing General Nursing School was discussed in the meeting. The Executive Council approved with the proposal for submission and obtaining approval of the Detailed Project Report (DPR) and Affiliation of the College with Pondicherry University. The Director (ANIIMS) was asked to work out the details of requirement and submit suitable proposal.

Agenda Point No:09:

A proposal to ratify the action taken by the Technical Wing in (1) inviting Expression of Interest (EOI) and (2) Shortlisting the Architectural firms and constitution of a Board of Assessors under the Chairmanship of Chief Secretary was placed before the

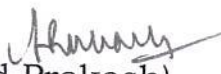
Executive Council. The Chairman/CS desired that the Technical Wing of ANIMERS may work out the architectural requirement and forward the proposals to the Chief Engineer, APWD for further action in the matter. He also desired that OSD (Tech) shall coordinate such proposals with CE, APWD for early finalization/execution.

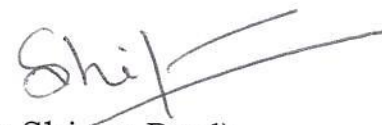
Agenda Point 10

The Executive Council ratified the approval accorded by the Chairman/CS for constitution of the following Selection Committee for selection of suitable candidates to fill up Group B & C posts in ANIIMS and also to conduct Skill test (15%) instead of interview for which vacancy notice has been published with due advance notice in this regard for information of the candidates and subject to retaining all other criteria/conditions of Selection indicated in the Vacancy Notice:-

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|---|----------|
| 1. Director (ANIIMS) | Chairman |
| 2. Two Subject Experts from ANIIMS
(to be nominated by the Director) | Member |
| 3. Representative of Member Secy/DHS | Member |

The meeting ended with thanks to the Chair.


(Anand Prakash)
Chairman, EC/
Chief Secretary
A&N Administration


(Dr Shipra Paul)
Member Secretary, EC/DHS
A & N Administration.

MEETING OF EXECUTIVE COUNCIL (ANIMERS) AT 1600 HRS
ON 13.01.2016.

LIST OF PARTICIPANTS

Sl No	Name	Designation
01	Shri Anand Prakash	Chief Secretary/ Chairman, EC
02	Shri G Theva Neethi Dhas	Secretary (Health)/ Vice Chairman, EC
03	Dr Ajay K Singla	Secretary (Fin) A&N Administration
04	Shri G M Shukla	Addl PCCF (CZ & FC)
05	Maj Gen (Retd) R P Choubey	Director (ANIIMS)
06	Dr Shipra Paul	Director of Health Services/ Member Secretary EC
07	Dr Utpal Sharma	Special Secretary (IT)/ Principal, BRAIT
08	Shri Mathura Prasad	Chief Engineer, APWD
09	Dr A K Dubey	OSD (Medical College)
10	Shri Jose P John	OSD (Technical)
11	Shri M Kasim	Sr Accounts Officer/ Financial Advisor (ANIMERS)
12	Shri P N R Pillai	Executive Officer (ANIMERS)