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**MINUTES OF THE FOURTH EXECUTIVE COUNCIL MEETING HELD ON 15.10.2015 AT
10.00 AM UNDER THE CHAIRMANSHIP OF CHIEF SECRETARY/CHAIRMAN,
EXECUTIVE COUNCIL, ANIMERS**

The list of participants who attended the meeting is attached.

The Member Secretary (Health) presented various agenda points after welcoming the Chairman and members of the Executive Council and other special invitees. The following decisions were taken by the Executive Council after discussions:

1. In the beginning, the Executive Council reviewed the actions taken on minutes of the last Executive council meeting held on 22.07.2015.
The Chairman enquired on the action taken for shifting of various departments of DHS required for the Medical College. OSD (Technical) informed that the building of sports department would get ready by 22nd October, 2015. Chief Secretary directed that the Family Welfare wing of DHS should be shifted to the quarters adjacent to Youth hostel by 31st October, 2015. OSD (Technical) also informed that the DEO south Andaman building would be ready in next seven days and the Chief Secretary directed that the old state library building (for conversion into boys' hostel) should be shifted to the DEO, South Andaman building by 31st October, 2015.
2. A draft 'Leave Rules' applicable to all contractual staff of ANIIMS was placed before the Executive Council. The Chairman directed that the same be put up on files after vetting by the Personnel, Health, Finance and Law sections of A&N Administration.
3. The committee approved the constitution of Standing Committee for procurement of materials required by the ANIIMS as minuted in the meeting of Finance Committee held on 4th September, 2015.
4. The Executive council approved the formation of a Selection Committee as noted below, for appointment of faculty posts in ANIIMS:

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Chairman Executive Council/Chief
Secretary, A&N Administration - Chairman
Health Secretary, A&N Administration - Vice Chairman
Director, ANIIMS - Member
02 subject experts - Member
Representative of Pondicherry University - Member
Representative of A&N Administration - Member
Follow up action may be taken as per the Rules & Regulations of the society to get the approval of the Competent Authority.

5. The Committee approved the recruitment committee for Residents, Tutors, Demonstrators in ANIIMS, which are as under:

Secretary (Health) - Chairman
Director, ANIIMS - Member
HOD of the concerned Deptt. - Co-opted Member

Executive committee will be the appointing authority for the above said posts.

6. The Executive Council has in principle approved the proposal for delegation of financial powers to the Director, ANIIMS, subject to its vetting by the Finance section of A&N Administration.
7. The Executive Council approved the establishment of a separate account section for ANIIMS with posting of one Assistant Accounts officer and one Senior Accountant on diverted capacity or deputation basis from the Chief Pay & Accounts office, Port Blair. The Chairman gave direction to Secretary (Finance) to post suitable personnel from the Accounts cadre to ANIIMS. The deputed Assistant Accounts officer (AAO) will be assigned to sign the cheques along with Director, ANIIMS and deal with all the financial matters of ANIIMS.
8. Consequent upon relaxation of age of Dean/Director in Medical Colleges from the age of 65 years to 70 years in accordance with the Medical Council of India Rules amended up to 2015, the Council approved the extension of engagement of Maj.Gen.(Dr) R.P.Choubey, as Director, ANIIMS for a further period of one year. Member Secretary, ANIMERS is authorized to sign the agreement duly vetted by A&N Administration.

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9. The Executive Council decided to refer the matter of entitlement of Travelling/other allowances, as admissible, on duty-cum-tours of the contractual staffs of ANIIMS, to the Personnel and Finance section of the A&N Administration for vetting.
 10. The Executive Council decided to refer the matter of sanctioning of learning resources allowances to faculty of ANIIMS at par with other medical colleges, for vetting by the A&N Administration.
 11. The Executive Council referred the question of conference attendance rules at par with the other medical colleges to the Administration for vetting.
 12. The Chairman directed that the Standard Operating Procedures (SOP) placed before the Executive Council be got vetted by the A&N Administration before its approval. The Chairman directed that relevant procedures of AIIMS, New Delhi be also be incorporated in the SOP of ANIIMS.
 13. In view of urgency of procuring the services of faculty and staff for the Medical College, Ad-hoc Selection Committees were constituted and recruitments carried out. Appointment order were issued with the approval of Hon'ble Lt. Governor and Chief Secretary/Chairman, ANIMERS as the case may be, to comply with the MCI regulations. The Executive Council ratified and approved all the recruitments done in the ANIIMS as well as the resignations accepted so far.
 14. The Executive Council approved in-principle the delegation of powers to Director, ANIIMS for sanctioning duty-cum-tour to teaching faculty and staffs of ANIIMS for duties on mainland, subject to vetting by the A&N Administration.
 15. The proposal to engage Shri. PNR. Pillai, retired Deputy Secretary of the A&N Administration as Executive Officer on contract basis for one year to assist the Executive Council, ANIMERS was approved by the Executive Council and it was decided that the Chairman will fix the

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consolidated monthly remuneration and other perks as deemed suitable by him.

16.The Executive Council approved the minutes of the meeting of Finance Committee held on 04.09.2015.

17.The Chairman directed that while the construction works of ANIIMS would be carried out by APWD, a small Unit of APWD be set up under the OSD (Technical) for general maintenance of all assets of Medical Colleges and other petty construction works of ANIIMS.

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Chairman
Executive Council
ANIIMS

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Member Secretary,
Executive council, ANIMERS

LIST OF PARTICIPANTS ATTENDED THE MEETING:**Members:**

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| 1. Shri. Ananad Prakash, Chief Secretary | - | Chairman |
| 2. Shri.G.Theva Neethi Dhas, Secretary(Health)- | | Vice Chairman |
| 3. Shri. Rajiv Yaduvanshi, Principal Secretary | - | Member |
| 4. Shri. P. Jawahar, Secretary (Finance & PBMC)- | | Member |
| 5. Smti.Jayshree Ardey, APCCF(FC) | - | Member |
| 6. Dr.Shipra Paul, Director Health Services | - | Member Secretary |

Special Invitees:

1. Maj.Gen.(Dr) R.P.Choubey, Director, ANIIMS
2. Shri.M.Kasim, SAO/Financial Advisor, ANIMERS
3. Shri.Jose.P.John, OSD (Technical),ANIIMS
4. Dr. A.K.Dubey, OSD (Medical College)
5. Smti.Sobhana.K.Unny, Dy.Secretary (Plg)
6. Shri.Jagga Rao, Asst.Secretary (H&E)