

GOVERNMENT MEDICAL COLLEGE & HOSPITAL

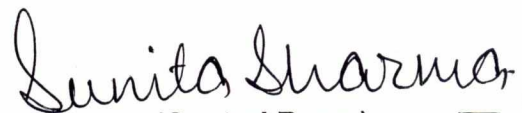
CONTROL ROOM OFFICE OF ADDITIONAL DIRECTOR (ADMN.)

Endst. No. GMCH/ADA/CR/2017/1468

Dated:17.03.2017

A copy of **Minutes of meeting held on 23.02.2017 at 12.00 NOON** under the Chairmanship of Additional Director(Admn.), regarding **proper maintenance & pending works to be done by Engineering Department** of GMCH-32, Chandigarh, is forwarded to the following for information and further necessary action:-

1. The Executive Engineer, P.H. Division No. 1, U.T, Chandigarh.
2. The Executive Engineer, Electrical Division No.2, Sector-9, U.T, Chandigarh.
3. The Executive Engineer, C.P. Division No.5, U.T, Chandigarh.
4. The Executive Engineer, Horticulture Div. No. 2, Sec-23, Chandigarh.
5. The Executive Engineer, C.P. Division No.1 (Roads), UT, Chandigarh.
6. HOD-Psychiatry, GMCH-32, Chandigarh.
7. Dr. Sanjeev Palta, Deputy Medical Superintendent, GMCH-32, Chandigarh.
8. The System Analyst, IT Centre, GMCH, with a request to e-circulate/email the same to all the HODs of GMCH, Chandigarh.
9. Sh. Anil Moudgil, PS-Psychiatry, GMCH-32, Chandigarh.
10. Sh. Satish Kaushik, Sr. Modeller-Pathology, GMCH-32, Chandigarh.
11. Sh. Arun Sharma, In-charge Communication, GMCH-32, Chandigarh.
12. Sh. Prem Jindal, Sr. Modeller, Deptt. of Anatomy, GMCH-32, Chandigarh.
13. Ms. Prabhjot Kaur, SMLT, Pharmacology Deptt., GMCH-32, Chandigarh.
14. Sh. Rajinder Singh, Sr. Lab Technician, Pharmacology Deptt. GMCH-32, Chandigarh.
15. Sh. Vivek Kumar & Sh. Avtar Singh, Ancillary Supervisor, GMCH-32, Chandigarh.
16. Ms Pinki, Health Inspector, RHTC Palsora, Sector-56, Chandigarh.
17. Ms Amritpal Kaur, MSW, UHTC, Sector-44, Chandigarh.
18. The SDE, P.H., Sub Division No.7, Sector 19, U.T, Chandigarh.
19. The SDE, Horticulture, Sub Division No-1, Sector-23, Chandigarh.
20. The SDE - Roads, Sub-Division No-2, Sector-9, Chandigarh.
21. The SDO, Electrical, Sub Div. No.9, Sector 31, U.T, Chandigarh.
22. The SDE, Sub. Div. No. C-4, Sector 19, U.T, Chandigarh.
23. The JE, P.H., Camp Office, GMCH-32, U.T, Chandigarh.
24. The JE, Electrical, Camp Office, GMCH-32, U.T, Chandigarh.
25. The JE, Civil, Camp Office, GMCH-32, U.T, Chandigarh.
26. The Store Officer, Central Store, GMCH-32, Chandigarh.
27. The Office Supdt., E-IV, GMCH-32, Chandigarh.
28. The Supdt. Estate Branch, GMCH-32, Chandigarh.
29. The Nursing Supdt., GMCH-32, Chandigarh.
30. PA to DP for kind information of Director Principal.
31. PA to ADA for kind information of Additional Director (Admn.).
32. PA to MS for kind information of Medical Superintendent.
33. Master copy.



In-charge (Control Room)

O/o Additional Director (Admn.)

Govt. Medical College & Hospital,
Chandigarh.





GOVT. MEDICAL COLLEGE & HOSPITAL, CHANDIGARH
CONTROL ROOM, ROOM NO.204, LEVEL II, BLOCK 'D', CHANDIGARH.

**MINUTES OF THE MONTHLY MEETING HELD UNDER THE CHAIRMANSHIP OF
ADDITIONAL DIRECTOR (ADMN.) ON 23.02.2017 AT 12.00 NOON REGARDING PROPER
MAINTENANCE & PENDING WORKS TO BE DONE BY ENGINEERING DEPARTMENT IN
GMCH -32, CHANDIGARH.**

A Meeting was held on **23.2.2017 at 12.00 noon** under the Chairmanship of Addl. Director (Admn.) to review proper maintenance & pending works of Engineering department to be completed in GMCH-32, Chandigarh, which was attended by the following:-

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| 1. | Public Health Deptt.:- | Sh. Sanjay Sahni, SDE
Sh. Deepak Viridi JE (PH) |
| 2. | Horticulture Deptt.:- | Sh. Darbara Singh, SDO
Sh. Narinder Pal, JE |
| 3. | Electrical Deptt.:- | Sh. Ravinder Singh, Supervisor |
| 4. | Dr. Kisley Dimri, DMS-II | |
| 5. | Sh. Gopi Chand, Supdt.-Estate Branch. | |
| 6. | Sh.N.K. Hans, Store Officer | |
| 7. | Sh. Susheel Kumar, Supdt. E-III Branch. | |

MAIN PENDING ISSUES REGARDING PUBLIC HEALTH:-

1. Leakage in Store. (For making temporary shed for washing of utensils of Canteen).
2. Leakage in Laundry Area, Basement of Block 'C'.
3. Leakage/Seepage in ENT Ward, Level V, Block C.
4. Leakage/Seepage near Nursing Counter of Area 71, Block C.
5. Seepage & Leakage in room of Pulmonary Medicine Ward, Level VI, Block C.
6. Seepage in MMW, Area 62, Block C.
7. Leakage in FSW, Block A in Room No.3203 & 3206.
8. Leakage from ducts of Block 'A'.
9. Renovation of toilets of Block 'A'.
10. Repair of phone cables of Block E.
11. PH Ducts doors are mostly in pitiable condition.
12. Locked toilet of Block 'C' Lobby Area, Area -44.
13. Toilets of Block 'A' renovated but locked.
14. Renovation of toilets of UHTC-Sector 44 Dispensary.

ADA asked the SDE-PH to give the reply of all above said issues in writing in annotated form that why these issues are pending and upto what period (time limit) they will resolve these issues.

MAIN PENDING ISSUES WITH STORE AND DMS:-

1. **Display of name at the main entrance gate. (LED Board)** – Sh. N.K.Hans, Store Officer is asked to show the progress on any day in the office of ADA.
2. ADA asked Sh. Hans to give directions to Sh. Satish Kaushik, Sr. Artist **to make the portrait of Prof. Raj Bahadur, Ex-Director** within a week.

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MAIN PENDING ISSUES WITH PUBLIC HEALTH (AC PLANT and FIRE FIGHTING):-

1. AC provision in Isolation Room of Psychiatry Ward, Block A. - Sh. Sanjay Sahni assured for work to be done till next week.
2. ADA asked the SDE-PH to provide the list/detail of staff posted in GMCH for AC plants and Fire Fighting purpose with their roster and contact nos.

MAIN PENDING ISSUES REGARDING HORTICULTURE:-

1. Pending works in RHTC & UHTC (Levelling of grounds) – Sh. Narinder Pal, JE assured to do the work at the earliest.
2. Nobody is posted for disposal of dry leaves in UHTC - Sh. Narinder Pal, JE assured to do the work.
3. Sh. Narinder Pal, JE requested ADA to direct PH staff to provide water supply in the outer area of Block 'E' for maintaining the plants.
4. ADA asked the Supdt. Estate to show the Rough Cost Estimate of 'Requirement of material' which is pending since long.

MAIN PENDING ISSUES OF ROADS WING:-

1. Carpeting of area and road connecting RHTC to main road.
2. Repair of road berms.

As nobody attended the meeting, ADA asked to provide the agendas to Roads Wing personnel and they may provide the reasons why the above said issues are pending. They may also mention against each issue the time limit for completing these works.

MAIN PENDING ISSUES WITH ELECTRICAL WING:-

1. Paint of fans – Sh. Ravinder, Supervisor informed that the work is in progress and will be completed at the earliest.
3. Requirement of fans in Area 62, Block C – Sh. Ravinder informed that the estimate is prepared and will be submitted soon.

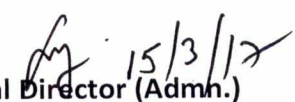
MAIN PENDING ISSUES REGARDING CP (BUILDING MAINTENANCE):-

1. To close the area behind the Dairy Despatch section of 'D' Block.
2. Paver Blocks near new Sarai at Gate No.1.
3. Requirement of frosted glass in many wards.
4. Repair of phone cables of Block E.
5. Partition in Emergency.
6. Sound proofing room for EEG/Biofeed back therapy, Area-42.
7. Leakage from roofs and walls of UHTC, Sector 44- Dispensary.
8. Broken beam to be repaired in house complex of UHTC-Sector 44.
9. Surrounding wall to be repaired at RHTC-Palsora.

As nobody attended the meeting, ADA asked to provide the agendas to Civil (Mtc.) personnel and they may provide the reasons why the above said issues are pending. They may also mention the time limit for completing these works against each issue.

It was pointed out that the Engineering Deptt. does not submit compliance report of the actions taken/being taken/to be taken as per minutes of the meeting.

The Additional Director instructed the Engineering department personnel to submit the compliance report of above said pending works within the promised period.

 15/3/12
Additional Director (Admn.)
Govt. Medical College & Hospital,