

भारतीय सर्वेक्षण विभाग
SURVEY OF INDIA



टेलिफैक्स
Telefax +91-135-2744064, 2743331

वेबसाइट
Website www.surveyofindia.gov.in

ई-मेल
E-Mail sgo.lap.soi@gov.in



भारत के महासर्वेक्षक का कार्यालय
Office of the Surveyor General of India
हाथीबड़कला एस्टेट, डाक बक्स सं. 37
Hathibarkala Estate, Post Box No. 37
देहरादून - 248 001 (उत्तराखण्ड), भारत
DEHRADUN - 248 001 (UTTARAKHAND), INDIA

सं०एल- 2326 /1333-डिस्पेन्सरी

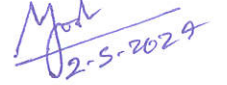
दिनांक : 02 मई 2024

सेवा में,

1. सभी अपर महासर्वेक्षक(म०स०का०)/सभी उप महासर्वेक्षक(म०स०का०)/निदेशक प्रशासन एवं वित्त/प्रभारी, मुख्य चिकित्सा-अधिकारी-भारतीय-सर्वेक्षण विभाग, स्वास्थ्य केन्द्र ।
2. निदेशक, उत्तराखण्ड जी०डी०/निदेशक, एन०जी०डी०/निदेशक जी०आर०एफ०डी० देहरादून ।

विषय:- महासर्वेक्षक कार्यालय में स्वास्थ्य केन्द्र प्रबंधन समिति की बैठक का कार्यवृत्त ।

भारत के महासर्वेक्षक कार्यालय में दिनांक 29.04.2024 को भारत के महासर्वेक्षक महोदय की अध्यक्षता में भारतीय सर्वेक्षण विभाग, स्वास्थ्य केन्द्र कि गठित प्रबंधन समिति की प्रथम बैठक का आयोजन किया गया । उक्त बैठक के Minutes of Meeting (सलग्न) प्रति आपको आवश्यक अनुवर्ती कार्रवाई एवं सूचनार्थ अग्रेषित है ।


2-5-2024

(नितिन जोशी)

उप महासर्वेक्षक

Tel No:-0135-2745275

E-Mail- nitin.joshi.soi@gov.in

प्रतिलिपि:-

1. भारत के महासर्वेक्षक के निजी सचिव को सूचनार्थ एवं आवश्यक कार्रवाई हेतु ।
2. सभी अनुभागों(म०स०का०) को समरूप कार्रवाई के लिए प्रेषित ।
3. सभी सदस्य, स्वास्थ्य केन्द्र प्रबंधन समिति को सूचनार्थ ।

Minutes of the Dispensary Management Committee
(DMC) meeting held on 29th April 2024, at 12:00 noon,
Under the chairmanship of
Shri Hitesh Kumar S Makwana, IAS,
Surveyor General of India.

The first meeting of Dispensary Management Committee (DMC) was convened at the Surveyor General's Office on April 29, 2024, at 12:00 noon, under the chairmanship of the Surveyor General of India. The list of committee members who attended the meeting is enclosed in Annexure I.

The chairman welcomed the committee members and outlined the purpose of the Constitution of DMC. Dr. Mandira Gunjyal, CMO and Member Secretary of the DMC presented the agenda items for discussion. The following issues were discussed to ensure proper management and better functioning of the SOI Dispensary (Health Centre).

AGENDA No: 01- STAFF SHORTAGE:

The Committee was informed by the Member Secretary about the shortage of doctors and staff. In response, the SGI advised that the level of services and facilities provided to the beneficiaries should not be decreased. The Committee agreed that doctors may be hired against five vacant posts, as required, and that the appropriate norms should be referred to in this regard. Representatives from the staff and family committee members suggested hiring of specialist services apart from Dental such as ENT, Ophthalmologist and Physiotherapy. The Committee agreed that such specialists may also be engaged as visiting consultants against vacant posts. Additionally, it was also agreed to continue the services of Dental Assistant on visiting basis, to assist the Dental Surgeon. It was also proposed that one post of Pharmacist be transferred from the Health Centre-NIGST Hyderabad to the SGO/SOI Health Centre, Dehradun time being till completion of contract period.

AGENDA No: 02- HEALTH CENTRE TIMING:

The Member Secretary informed the committee that the following timings were previously adhered to:

Morning: 08.00 am to 1.00 pm,

Evening: 04.00 pm to 6:00 pm (winter) 4.30 pm to 6.30 pm (summer)

Due to a shortage of doctors and staff, evening hours could not be resumed after Covid. The Staff and family committee members pursued resuming evening hours as before. The committee decided to follow present timings as of now. However, when the more number of doctors are posted or hired, the dispensary timings will be reviewed.



AGENDA No: 03 SALARY ISSUES OF CONTRACTUAL

STAFF:

The committee resolved that for the remuneration of Contractual/Visiting doctors, the Central Government Health Scheme (CGHS) norms could be adhered to. Contractual/Visiting doctors should be treated as professional services. Concerns were raised regarding the delayed salary payments by the contractor for other contractual staff hired through the Government e-Marketplace (GeM). It was suggested that the process of hiring contractual staff through GeM be reviewed, and measures should be taken to ensure timely payment of salaries.

AGENDA No: 04 SOFTWARE IMPLEMENTATION:

In reference to the procurement of OPD and Pharmacy management software, the formation of a procurement committee has been established. In this context, SGI proposed to explore the possibility of using the software, already being used by CGHS.

AGENDA No: 05 CIVIL AND ENGINEERING REPAIRS AND WORKS:

Some civil and electrical repairs and works were brought to the attention of CPWD officials, including: exterior painting, painting of tin sheds, repair of boundary/fencing, electrical wiring/rewiring, and false ceiling with concealed lights to be installed. It was agreed to carry out such repair works.

AGENDA No: 06 ANY OTHER SUBJECT:

SGI directed to DAF that to run the dispensary upfront budget provision should be provided for routine consumables. Dispensary should procure quality materials. It was also instructed that in GeM tenders/contracts, a clause may be added that the supplier should have services/office in Dehradun.



Annexure I

**List of Members/Officers present in the
Dispensary Management Committee Meeting held on 29.04.2024 at SGO**

1. Shri Hitesh Kumar S Makwana, IAS, : Chairman
Surveyor General of India
2. Dr. Mandira Gunjyal : Member
Secretary
CMO In-charge
3. Dr. Panshul Jugran, : Member
Consultant Medical Officer
4. Dr. Akanksha Nautiyal, : Member
Consultant Dental Surgeon
5. Shri Nitin Joshi : Member
DSG (Adm & Estate), SGO
6. Shri Anil Kumar Verma : Member
Assistant Store Officer
7. Sh. Dhan Singh, Surveyor : Member
8. Smt. Kanta Semwal, Office Superintendent : Member
9. Smt. Soniya Tyagi : Member
w/o Sh. Vikrant Tyagi, Officer Surveyor
10. Smt. Reeta Jorawar : Member
w/o Sh. Jayant Kumar, Surveyor.

Invited Officers:

1. Shri Prashant Kumar
DSG (HR), SGO
2. Shri Shoorveer Singh Chauhan
DAF, SGO
3. Shri Aditya Dokaniya
Executive Engineer (Civil), CPWD

