

Minutes (Confirmed Proceedings) of the 8th meeting of the Institute Body of All-India Institute of Medical Sciences, Bhubaneswar, held at 04:00PM on 12.09.2023 under Chairmanship of Prof. (Dr.) A. K. Bisoi, President, AIIMS, Bhubaneswar in the Director's Board Room, Administrative Building (1st Floor), AIIMS, Bhubaneswar.

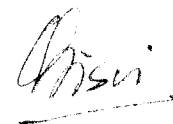
The 8th meeting of the Institute Body, AIIMS, Bhubaneswar was held at 04:00 PM, on 12th September, 2023 in the Director's Board Room, Administrative Building (1st Floor), AIIMS, Bhubaneswar. The following members have attended the meeting either physically or through Videoconferencing mode: -

Sl. No.	Name of the Members of the Institute Body	In the capacity of
01.	Prof. A. K. Bisoi, Professor, Dept. of CTVS, AIIMS, New Delhi	President
02.	Dr. Amar Patnaik, Hon'ble Member of Parliament (Rajya Sabha) (Th. VC Mode)	Member
03.	Prof. Shreepad Karmalkar, Director, Indian Institute of Technology, Bhubaneswar, Odisha (Through VC Mode)	Member
04.	Prof. K. S. Rangappa, Former General President, Indian Science Congress Association	Member
05.	Dr. Yogesh Chawla, Professor & Ex-Director, PGIMER, Chandigarh	Member
06.	Dr. Nitish Naik, Professor, Department of Cardiology, AIIMS, New Delhi	Member
07.	Dr. Shailesh Kumar, Professor, Department of Surgery, Dr. Ram Manohar Lohia Hospital, New Delhi	Member
08.	Dr. K. K. Sharma, Professor, Department of Microbiology, Sri Venkateswara Institute of Medical Sciences (SVIMS), Tirupati, Andhra Pradesh	Member
09.	Prof. (Dr.) Ashutosh Biswas, Executive Director, AIIMS, Bhubaneswar	Member and Secretary to IB

The Agenda Note along with notice for the 8th Institute Body meeting was sent to all the Members by the Secretary 15 days in advance of the meeting. The Secretary had also provided the video link to participate in the meeting to all the Members.

Shri Anubhav Mohanty, Hon'ble Member of Parliament (Lok Sabha), Smt. Aparajita Sarangi, Hon'ble Member of Parliament (Lok Sabha), Shri Sudhansh Pant, IAS, Secretary, MoH&FW/nominee, GOI, Shri Pradeep Kumar Jena, IAS, Chief Secretary, Govt. of Odisha/nominee, Prof. Atul Goel, DGHS, MoH&FW, Shri Jaideep Kumar Mishra, AS&FA, MoH&FW, Govt. of India, Dr. Vivek Lal, Director, PGIMER, Chandigarh, could not attend the meeting.

Prof. (Dr.) Ashutosh Biswas, Executive Director, AIIMS, Bhubaneswar and Secretary to the Institute Body, welcomed and invited Dr. A. K. Bisoi, the President to chair the 8th meeting of the Institute Body.



The President expressed the desire that the meeting should be conducted as per the Rules & Regulations. Any member desirous of participating in the meeting virtually, should have the prior approval of the Chairman for such participation through videoconference and which will be counted for the purpose of the quorum.

The President called the meeting to order. It was noted that the quorum was complete as out of 16 members (1 vacant), 09 members attended the meeting physically or virtually. The participation, in virtual mode, of Mr. Sawru Singh, Under Secretary (IFD) was noted. It was informed that he is representing the AS&FA. The President clarified to the Members that nominee of AS&FA could not be taken into account for the purpose of quorum.

The President requested the Director to introduce the agenda points one by one and initiate deliberations on the agenda items. Thereafter, the Director presented the agenda items.

Agenda Item: IB- 08/01

Welcome to the President by Executive Director

The Member-Secretary welcomed the President and conveyed his sincere thanks to him for sparing his valuable time for chairing the eighth meeting of the Institute Body and appreciating his valuable guidance for the all-round development of this Institution.

Agenda Item: IB- 08/02

Introduction of Members of the Institute Body by Executive Director

The Member-Secretary introduced all members present in the meeting with the permission from the President of the Institute Body.

Agenda Item: IB- 08/03

Confirmation of the Minutes of the 7th meeting of the Institute Body held on 17.10.2022.

The Director informed that the Proceedings of the 7th meeting of the IB held on 17.10.2022, were circulated to all members of the IB who were present in that meeting and no comments were received. Accordingly, the IB noted the proceedings.

Agenda Item: IB- 08/04

Action Taken Report of the Minutes of the 7th meeting of the IB held on 17.10.2022.

The IB while taking note of the Action Taken Report on the Proceedings of the 7th meeting of the IB unanimously decided as under:-

1.	<u>Against Agenda No. IB-07/8: Ratification of the Minutes of the 11th Standing Finance Committee held on 11.03.2022.</u>
	Approved.



2.	<p><u>Against Agenda No. IB-07/09: Ratification of the Minutes of the 5th CIB held on 16.06.2021</u> The minutes of 5th CIB were noted. The President informed that any specific advice/decisions of CIB which needs to be taken up by the Institute should be brought up as a separate Agenda Item before the Institute Body for further necessary action.</p>
3.	<p><u>Against Agenda No. IB - 07/10: Proposal for change of nomenclature of "Department of Radiotherapy" to "Radiation Oncology".</u></p> <p>IB decided that the matter of change of nomenclature of any Department shall be initiated by the respective Department and the same then be routed through Dean's committee, Staff council, Academic Committee and finally to be placed before the GB for its consideration and approval. The administration to take a note of this and act accordingly. Further, whenever any department is being created or any new unit is being developed, specific guidelines for creation and establishment of departments/units as framed by AIIMS Act, Rules & Regulation and National Medical Commission should be adhered to, in letter and spirit.</p>
4.	<p><u>Against Agenda No. IB-07/12: Proposal for creation of New Medical Emergency Unit/ Department at AIIMS Bhubaneswar.</u></p> <p>IB decided that this Item, if it has to be developed as an Academic Unit, the prescribed guidelines is to be scrupulously followed. The proposal needs to be examined by the Academic section and the same is be placed before the Academic committee through Dean's Committee and Staff Council. The decision of the Academic Committee along with a detailed report to be placed before the GB for consideration and approval. Alternatively, if this Emergency unit is to be developed as a Service Facility the same has to be brought through the Hospital Management Board, Estate Committee and then to GB for its approval. Regarding manpower requirements and the budget estimates the same has to come through SFC before placing it before GB.</p>
5.	<p><u>Against Agenda No. IB-07/13: Issues/proposals raised before the Government of Odisha – Allotment of additional 100 Acres of land for expansion activities of AIIMS, Bhubaneswar to create various Centres of Excellence and other issues.</u></p> <p>IB, after detailed deliberation, decided that the administration should set up an Estate Section in the Establishment of AIIMS, Bhubaneswar. All records pertaining to lands and buildings should be collated and kept in the Estate Section under the custody of the Director. Matters pertaining to land requirements and the future projects should be, henceforth, placed before the Estate Committee with a view to prepare a detailed project report, its requirement for which purpose and how much land is actually required. The Institute Body suggested that the administration should abide by the AIIMS Act, Rules and Regulations and the procedures prescribed while dealing with such matters relating to acquiring, holding and disposing and use of property. The Central Government must be kept in the loop for all such proposals.</p>
6.	<p><u>Against Agenda No. IB-07/14: Proposal for Establishing and Running State-of-art- Aahar Centre within the campus of AIIMS, Bhubaneswar by the Govt. of Odisha.</u></p> <p>Institute Body unanimously decided that there is no need to establish any Aahar Centre inside the AIIMS campus as there are two Aahar Centres functioning, immediately outside the campus across the road.</p>




7. Against Agenda No. IB-07/15: Appeal of Dr.Sukhdev Naik, Ex.Professor in the Department of Anaesthesiology against imposition of Penalty of "Compulsory Retirement" upon him as conveyed by AIIMS Bhubaneswar Order No.AIIMS/BBSR/DDA/Dr.SN/251/4771 dated 16.12.2021.

Agenda No. IB – 07/16:Appeal of Dr.Sukhdev Naik, Ex.Professor in the Department of Anaesthesiology against imposition of Penalty of "Reduction to a lower stage in the time scale of pay by 1 stage for a period not exceeding three years or till the date of his retirement after attaining the age of superannuation whichever is earlier without cumulative effect and not adversely effecting his pension if admissible" upon him as conveyed by AIIMS Bhubaneswar Order No.AIIMS/BBSR/Admn/Dr.SN/Discp./883/4393 dated 30.11.2021.

The Institute Body took note of the proceedings including the Agenda Notes thereof, on the above two agenda items held on 17.10.2022. The representation of Dr. Sukhdev Naik given to the Director against the decision of the IB on his appeal was taken on record. This representation was examined by the IB in the light of applicable rules for dealing with such appeal as per CCS (CAA) 1965 and the CCS (Conduct) Rules, 1964. The IB authorized the President to constitute a committee to examine the matter and bring it before the IB in its next meeting for taking final decision.

Agenda Item: IB- 08/05

Ratification of the Minutes of the 9th meetings of the Governing Body held on 27.12.2022.

Proceedings Noted.

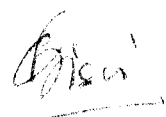
Agenda Item: IB- 08/06

Ratification of the Minutes of the 13th Meeting of the Standing Finance Committee (SFC) held on 24.01.2023

The Institute Body while taking note of the proceedings and advice given by the 13th SFC meeting held 24.01.2023 and the proceedings and action taken report of 12th SFC meeting held on 12.10.2022 reiterated as under:-

a) Creation of new posts & Academic Departments –

The Creation of new posts, particularly with respect to Faculty, should go through the Dean's Committee, Staff Council, and the Academic Committee before being placed in the SFC, for its advice. When the Faculty Posts are being created, the same shall be created in the Department of that subject/speciality, as these Faculty posts are teaching/academic posts in nature. They are integral part of the Department(s) (Independent Academic entity) and are linked to the Medical College as per Section 14 of the AIIMS Act. The Clubbing of the Posts and the reservation roster formation, before advertising the post(s), must be based on the Academic nature and function of the teaching post and its parent Department. This is irrespective of working in different hospitals/Centres/divisions etc. For example, Faculty from different specialty working in Trauma and Emergency Centre must belong to their respective parent Department and the HoDs of the Concerned Departments shall be responsible for rotating the Faculty, so that there is overall development of the Faculty and the academic integrity of the teaching and training program of the Departments are kept intact. Shri Amar Patnaikji also emphasised the fact of holistic development of the faculty as well as the resident doctors in their training.



For administrative as well as for functional reasons, a particular Department can have one or more units. If there is a need for developing any subspecialty within the Department, the same must be done as a unit within the parent Department, at first, before being designated in due course as a full fledged subspecialty Department. This should be done by following strict guidelines that are in place -the NMC guidelines and AIIMS Act, Rules and Regulations.

The Governing Body discouraged the approach of taking the requirement of new posts in piecemeal for approval, to the Committees. The Administration needs to constitute Committee(s) to work out the requirements in various areas (Departments, Hospital Services, Administration, Stores, Finance, Engineering etc). The Committee(s) must work out on priority basis the current functional status and requirements of various posts, so that the Institute can be fully functional. It has also been observed that due to lack of adequate number of technical manpower like perfusionists, lab technicians, O.T. Technicians, Radiographer technicians etc. is a hindrance in achieving the full functional status of the OTs, Labs, CT Scan/MRI/PET Scan etc. Secondly, due to lack of adequate staff, the facilities like Satellite Centre at Balasore, Urban & Rural Health Centres are not fully functional. Shri Amar Patnaik Ji emphasized to take this up on a priority basis and he also volunteered to take this matter with the MoH&FW and Ministry of Finance.

The Committee(s), thus constituted, also should work out projections of manpower requirement, in a phase wise manner for the forthcoming new projects and development strategies of the Institute over the next five years.

- b) Governing Body noted the Action taken by the previous AIIMS Administration following 10th SFC meeting held on 10.03.2021, regarding operation and maintenance of Dharamshala, constructed through CSR funding of the M/s NALCO limited in self sustaining financial model. Following the 10th SFC meeting and to run the facility in line with the arrangements existing at AIIMS New Delhi, two high powered committees (one under the Chairmanship of Medical Superintendent, AIIMS Bhubaneswar and subsequently under the Chairmanship of the then Director, AIIMS Bhubaneswar) had recommended Utkal Bipanna Sahayata Samiti (UBSS) to manage and run the Dharamshala at AIIMS. For early operationalisation of the Dharmashala, a Nodal officer was appointed. The UBSS, whose parent organization is running Dharamshala at AIIMS, New Delhi (at NCI Jhajjar & Trauma Centre), had made a detailed presentation to a Committee headed by the then Director. Following the presentation, the UBSS had given its consent to run the facility in line with terms and conditions as is existing in AIIMS, New Delhi. The Governing Body observed that there was no need to take the matter to the subsequent SFCs, as a result of which, there had been a delay in operationalisation of the Dharmshala. It unanimously decided that the Director must execute the MoU with UBSS, in line with the terms, conditions and arrangements as is existing in the MoU at AIIMS, New Delhi, without any further delay.

Agenda Item: IB- 08/07

Ratification for adoption of AIIMS Regulations, 2019 in AIIMS, Bhubaneswar.

The President observed that earlier, AIIMS Bhubaneswar was following the AIIMS, New Delhi Regulation 1999 as amended till the notification of AIIMS, New Delhi Regulation 2019.

The IB adopted AIIMS, New Delhi Regulations, 2019 for implementation in AIIMS, Bhubaneswar.



Agenda Item: IB- 08/08

Ratification of appointment of Dean and Associate Dean in AIIMS, Bhubaneswar as per the provision of Section-15 of AIIMS Regulation - 2019.

The IB has ratified the appointment of Dean (Academics)/Research/Examination and Associate Dean (Academic), Research & Examination at AIIMS, Bhubaneswar. The Institute Body emphasized the need for strict adherence to the procedure prescribed under Regulation 15 of AIIMS Regulations, 2019 while making appointments in future.

Agenda Item:IB – 08/09

Ratification for adoption of Recruitment Rules of Non-Faculty posts for New AIIMS, 2015 for the purpose of filling up of various vacant Group - A, B & C Non-Faculty Posts of AIIMS, Bhubaneswar as approved by the GB, through circulation.

The IB noted that the Recruitment Rules for Group A, B & C -Non-Faculty posts have already been approved by the GB through circulation and the same was ratified.

Further, IB decided that in future the recruitment rules in terms age, experience & qualifications etc. should be dealt with as per AIIMS Regulations 2019.

The President observed that, actually, the executive orders/instruction cannot supersede or override the statutory provisions.

Agenda Item: IB –08/10

The Process and the procedures for transparent and more participatory selection to the faculty posts

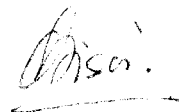
The Institute Body unanimously approved and adopted the Agenda Note.

Agenda Item: IB –08/11

Re-designation of the Post of Registrar to Chief Administrative Officer and working arrangements to the functions of Registrar

The IB decided to redesignate the post of Registrar to Chief Administrative officer and approved the RR as proposed – for functional reasons/exigency of work without any additional financial implication on the part of the Institute.

IB also approved the functional arrangement to the office of the Registrar as is being followed at AIIMS, New Delhi. The President, in consultation with the Director, will appoint a Registrar from amongst the faculty not below the grade of Associate Professor.



Agenda Item: IB –08/12

Functional arrangements to the office of the PRESIDENT, AIIMS Bhubaneswar, Odisha.

The Institute Body approved the proposal after detailed deliberations for a smooth and efficient functioning of the offices of the President.

Agenda Item: IB –08/13

Code of Conduct for employees, Staff & Faculty of AIIMS, Bhubaneswar; recognition of service associations & the grievance redressal mechanisms

The IB deliberated on the proposals at length and approved the Code of Conduct for employees, staff & faculty of AIIMS, Bhubaneswar; the Grievance Redressal Mechanism; the recognition of service associations as per CCS (RSA) Rule 1993. Institute Body also approved setting up of Permanent Negotiating Machinery (PNM) Committee and Arbitral Committee as proposed.

Agenda Item: IB –08/14

Ratification of the decision of assigning independent charges to the Deans and Medical Superintendent for effective administrative functioning and nomination of the Senior most faculty in their respective departments to look after the functions of the Office of the Head of the Department as HoD.

The IB ratified the decision of assigning independent charges to the Deans and Medical Superintendent for effective administrative functioning and nomination of senior most faculty in their respective departments to look after the functions of the office of the Head of the Department as HoD.

Agenda Item: IB –08/15


Ratification for implementation of Collegium system for Departmental Functioning at AIIMS, Bhubaneswar.

The IB ratified the implementation of collegium system for Departmental functioning at AIIMS, Bhubaneswar. The Director has to implement the collegiums system in letter and spirit.

Agenda Item: IB –08/16

Ratification of channel for writing of APAR/ACR of the Faculty and non-faculty members of AIIMS, Bhubaneswar.

During the meeting, the IB members were informed that a reference has been received from the PMSSY Division Letter No. A-11013/14/2023-PMSSY-IV dated 5.9.2023 regarding the channel for writing of APAR/ACR of the key officials as was prevalent in 2016 and 2017. The Institute Body observed that the service conditions of the Director, Officers and employees of the Institute are governed by AIIMS Regulations, 2019. It also further observed that all posts in the Project Cell of the PMSSY has stood transferred in the year 2018 to be administered by AIIMS Bhubaneswar as per the directions issued by the Ministry with the approval of the Hon'ble Minister of Health & Family Welfare and President, AIIMS



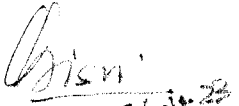
at that time. Significantly, also, following the Gazette Notification in 2020 and subsequently, the Central Government has reconstituted the Institute Body. The channel of writing of APAR as stipulated in 2016 and 2017 is in direct conflict with the directions of the Hon'ble Health & Family Welfare Minister as well as AIIMS Regulations. The Institute Body ratified the OM Nos. AIIMS/BBSR/Admin/ACR/387/1908 and 1909 dated 15.7.2023. In light of the above discussion, it was decided that the administration may address an appropriate reply to the PMSSY division, with the approval of the President.

Agenda Item: IB -08/17

Any other matter with the permission from the Chairperson of the IB.

The President thanked all the members and requested them to give their valuable suggestions/advices for improving the functioning of the Institute to the office of the President.

The meeting ended with vote of thanks to the Chairperson and all other members who attended the meeting.



(Dr. A.K. Bisoi) 26.10.23
President
Institute Body, AIIMS Bhubaneswar