

**Minutes of the 1<sup>st</sup> Governing Body Meeting of AIIMS Jammu held on 27<sup>th</sup> April, 2023 (Thursday) at Conference Hall, Camp Office, AIIMS Jammu.**

The First Meeting of Governing Body of AIIMS Jammu was held (Hybrid Mode) on 27<sup>th</sup> April, 2023 (Thursday) at Conference Hall, Camp Office, AIIMS Jammu under the Chairmanship of Prof (Dr) Y K Gupta. The following Members attended the meeting either through video conferencing or physically:-

1.	<b>Prof (Dr) Y K Gupta,</b> President, AIIMS Bhopal & AIIMS Jammu, Former Dean (Academics), & Head, Department of Pharmacology, AIIMS, New Delhi.	Chairman
2.	<b>Prof (Dr) Yatin Mehta,</b> Chairman Medanta Institute of Critical Care and Anaesthesiology, Gurugram, Haryana.	Member
3.	<b>Prof (Dr) A K Bisoi,</b> Professor, Department of CTVS, AIIMS, New Delhi.	Member
4.	<b>Prof (Dr) Rajesh Gupta,</b> Prof & Head, Department of Surgical Gastroenterology, PGIMER, Chandigarh.	Member
5.	<b>Dr Sanjeev Jain,</b> Vice-Chancellor, Central University of Jammu.	Member
6.	<b>Prof Manoj Singh Gaur,</b> Director, Indian Institute of Technology (IIT), Jammu.	Member
7.	<b>Prof (Dr) Shakti Kumar Gupta,</b> Executive Director and CEO, AIIMS Jammu.	Member & Secretary to the GB

The quorum for the Governing Body Meeting was complete.

**Special Invitees that were present during the Meeting:**

1.	<b>Ms Gayatri Mishra,</b> Joint Secretary, Ministry of Health & Family Welfare, Government of India	Special Invitee
2.	<b>Lt Gen (Dr) Sunil Kant, SM, VSM, Retd.</b> Medical Superintendent, Dean (Research) & HoD, Hospital Administration, AIIMS Jammu.	Special Invitee
3.	<b>Dr Dinesh Kumar,</b> Dean Academics & HoD, Community Medicine, AIIMS Jammu.	Special Invitee
4.	<b>Shri Neeraj Kumar Sharma,</b> Senior Financial Advisor, AIIMS New Delhi & Additional Charge, Financial Advisor, AIIMS Jammu.	Special Invitee
5.	<b>Lt Col Prabhat Sharma,</b> Deputy Director (Administration), AIIMS Jammu.	Special Invitee



**Chairman**

Shri Jamyang Tsering Namgyal, Member of Parliament, Lok Sabha (Ladakh), Shri Rajesh Bhushan, IAS, Secretary (Health), Ministry of Health & Family Welfare, Government of India, Prof (Dr) Atul Goel, Director General of Health Services (DGHS), Ministry of Health & Family Welfare, Government of India, Dr Jaideep Kumar Mishra, Additional Secretary & Financial Advisor, Ministry of Health & Family Welfare, Government of India and Ms Ankita Mishra Bundela, IAS, Joint Secretary, Ministry of Health & Family Welfare, Government of India (Special Invitee) could not attend the meeting.

At the outset, Prof (Dr) Shakti Kumar Gupta, Executive Director and CEO, AIIMS Jammu welcomed the Hon'ble Chairman and also introduced Dr Sanjeev Jain, Vice Chancellor, Central University of Jammu who was recently nominated by the Central Government in place of Prof Manoj Dhar, Vice Chancellor, University of Jammu.

The Chairman welcomed Dr Sanjeev Jain, Vice Chancellor, Central University of Jammu and also others Members including Special Invitees. It was emphasized by the Chairman that for a meaningful discussion and transaction of the business, Members should go through the agenda items.

The Chairman further suggested that regular meetings of the Institute Body, Governing Body and other Committees should be held as has been prescribed in the AIIMS Regulations. The mechanism of either post-facto approval or transaction of business by circulation may be avoided unless otherwise the situation demands.

### **AGENDA ITEM NO GB-01/03**

#### **PRESENTATION ON THE PROGRESS OF AIIMS JAMMU BY THE EXECUTIVE DIRECTOR & CEO, AIIMS JAMMU**

The Executive Director & CEO, AIIMS Jammu made a presentation on the progress of AIIMS Jammu by highlighting the important administrative and academic events, achievements and major developments of the Institute. He also flagged the issues and challenges existing/likely to emerge in the commissioning of AIIMS Jammu.

The Governing Body expressed their full satisfaction with the progress of AIIMS Jammu. Despite having inadequate staff, the contribution and commitment of the entire faculty was highly appreciated. Their involvement in the planning of the Labs, Wards, OTs, etc was commendable. The smooth and efficient running of the Undergraduates for three MBBS Batch students was noted. The Governing Body took the following decisions:

1. To expedite the construction and the completion of the project for a timely commissioning including dry running of the systems by October 2023.

  
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- 1.1. Commitment in writing from CPWD should be taken about Phase wise completion and handing over the buildings/Units for use.
- 1.2. Before handing over, all the statutory clearances should be taken by the CPWD.
- 1.3. HITES, engaged for supply of equipment should be prompted and directed, directly as well as through Ministry for timely supply of the equipment so that they can be installed in time without being a bottleneck for the completion of the project.
2. Substantial number of non-faculty posts are still to be approved by Ministry of Health & Family Welfare, Government of India. It was emphasised by all the Members that these posts are essential for the functioning of the Hospital and hence, persons to these posts should be in place prior to commissioning of the Institute. Accordingly, a request is to be forwarded to the Ministry of Health & Family Welfare, Government of India to get the Proposal for creation of the posts cleared as soon as possible. It was further decided to identify critical/essential posts required for the operationalization of the Institute and recruit the required manpower at the earliest through internal diversion of the non-functional posts which are already sanctioned to AIIMS Jammu without having any additional financial implication.
3. To target for readiness of 750 beds for commissioning.
4. Seats for 4<sup>th</sup> MBBS batch to be fixed at 62 Nos and thereafter the MBBS seats should be decided according to the infrastructure and facilities available in the Institute.
5. To frequently take feedback on student satisfaction.
6. Electric Vehicles/Battery vehicles, routes, parking etc to be finalised before the date of commissioning.
7. To seek clarifications from the concerned authorities on the functioning essentials required for activating the Helipad being built at AIIMS Jammu, especially Traffic Clearance Management and Manpower requirement.
8. Digitization of AIIMS Jammu to be made a priority.
9. It was emphasised that while creating Centre of Excellence, existing guidelines should be adhered to and, if required, it can further be improved upon.
10. To go ahead on nomination basis directly with CPWD for the establishment of Digital Library at AIIMS Jammu.



**Chairman**

#### AGENDA ITEM NO GB-01/04

#### POST-FACTO APPROVAL OF THE RECOMMENDATIONS OF STANDING SELECTION COMMITTEE FOR SELECTION OF REGULAR FACULTY AGAINST SANCTIONED POSTS IN THE INSTITUTE

AIIMS Jammu conducted interviews for the selection of regular faculty against 183 Nos of sanctioned posts in the month of July, 2022. Eighty (80) Candidates were selected on the recommendations of the Standing Selection Committee. The recommendations of the Standing Selection Committee including consolidated Order of Merit was approved by the President, AIIMS Jammu and appointment letters were issued. The process and methodology including recommendation of Standing Selection Committee were approved post-facto.

#### AGENDA ITEM NO GB-01/05

#### MINUTES OF 1<sup>st</sup> MEETING OF STANDING ACADEMIC COMMITTEE (SAC) OF AIIMS JAMMU HELD ON 26<sup>th</sup> NOVEMBER, 2022

The agenda items not including financial Implication were approved and for those which were having financial implication were noted.

The Governing Body further suggested that a specific proposal should be placed before the Academic Committee regarding converting seats of Non-Academic Senior Residents to Academic seats so that as per the mandate of the Institute the country achieves self-sufficiency in Post Graduation Medical Education. This will not only create a skilled manpower but also work as an incentive to retain and motivate the Residents. If necessary, it was further suggested that the Institute may go for specific Fellowship programs based on core competency and necessity.

#### AGENDA ITEM NO GB-01/06

#### MINUTES OF 1<sup>st</sup> MEETING OF STANDING HOSPITAL AFFAIRS COMMITTEE (SHAC) OF AIIMS JAMMU HELD ON 02<sup>nd</sup> DECEMBER, 2022

The recommendations of the Standing Hospital Affairs Committee (SHAC) without having any financial implications were Approved and the recommendations of the Standing Hospital Affairs Committee (SHAC) submitted to Standing Finance Committee were noted.



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**AGENDA ITEM NO GB-01/07**

**MINUTES OF 1<sup>st</sup> MEETING OF STANDING ESTATE COMMITTEE (SEC) OF AIIMS JAMMU HELD ON 02<sup>nd</sup> DECEMBER, 2022**

The Minutes of the Standing Estate Committee (SEC) were Noted.

**AGENDA ITEM NO GB-01/08**

**MINUTES OF 1<sup>st</sup> and 2<sup>nd</sup> MEETING OF STANDING FINANCE COMMITTEE (SFC) OF AIIMS JAMMU HELD ON 05<sup>th</sup> DECEMBER, 2022 and 01<sup>st</sup> MARCH, 2023 RESPECTIVELY**

The Governing Body approved all the agenda items that were approved by the Standing Finance Committee and rest of the items were Noted.

**AGENDA ITEM NO GB-01/09**

**APPOINTMENT ON DEPUTATION BASIS TO THE POSTS OF ACCOUNTS OFFICER AND ADMINISTRATIVE OFFICER IN GROUP-A ON THE RECOMMENDATIONS OF THE SELECTION COMMITTEE**

Approved.

It was further suggested by the Governing Body that in future the Director is authorised to issue appointment letters in terms of Clause 19 of Schedule 1 of AIIMS Act of 2019.

**AGENDA ITEM NO GB-01/10**

**RECRUITMENT RULES FOR NON-FACULTY POSTS FOR NEW AIIMS, 2015 AS PER MINISTRY OF HEALTH & FAMILY WELFARE, GOVERNMENT OF INDIA ORDER DATED 21<sup>st</sup> AUGUST, 2015 FOR ADOPTION IN AIIMS JAMMU**

The Governing Body observed that in terms of Regulation 24 of AIIMS Regulation 2019 the appointing authority is competent to prescribe inter alia age, experience and qualification for appointment to different posts. The Recruitment Rules as suggested by the Central Government is approved. However, as and when required based on the functional necessity the appointing authorities at AIIMS are competent to frame recruitment rules including its amendments.

  
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**AGENDA ITEM NO GB-01/11**

**ANNUAL REPORTS AND AUDITED ACCOUNTS FOR THE YEARS 2019-20 & 2020-21 AND 2021-22**

The Governing Body was informed that the Annual Reports along with Audited Accounts for the years 2019-20 & 2020-21 and 2021-22 have been submitted to Ministry of Health & Family Welfare, Government of India for further laying it before both the Houses of Parliament. It was also informed that the reports were submitted both in English and Hindi version.

Noted.

**AGENDA ITEM NO GB-01/12**

**ADOPTION OF GOVERNANCE MANUAL FOR AIIMS JAMMU**

The Governance Manual was circulated to all the Members and the President of the Institute Body under Regulation 4 (16) of AIIMS Regulation 2019 and it was unanimously approved. The Governing Body considered the Manual and highly appreciated the dedicated work of the Committee for preparing the Governance Manual. The Manual will be a great facilitator to authorities at AIIMS in operational and strategic planning and implementation.

The Governance Manual was approved and adopted.

**AGENDA ITEM NO GB-01/13**

**FINALISATION OF A MONTH & DAY OF INSTITUTE DAY OF AIIMS JAMMU**

The Members of the Governing Body were briefed on the following 03 days for consideration as the Institute Day.

<b>S. No.</b>	<b>Event</b>	<b>Date</b>
1.	Laying of Foundation Stone of AIIMS Jammu by Hon'ble Prime Minister Shri Narendra Modi.	03 <sup>rd</sup> February, 2019
2.	Gazette Notification for establishment of AIIMS Jammu.	04 <sup>th</sup> December, 2019
3.	Bhoomi Poojan Ceremony of AIIMS Jammu by Hon'ble Dr Jitendra Singh.	13 <sup>th</sup> February, 2020.

  
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The Governing Body after due deliberation unanimously decided 03<sup>rd</sup> February, 2019 i.e. date of Laying of Foundation Stone of AIIMS Jammu by Hon'ble Prime Minister Shri Narendra Modi as the Institute Day of AIIMS Jammu. The Governing Body further instructed the Institute to archive all the documents related to the Institute Day including photographs and speech of the Honourable Prime Minister Shri Narendra Modi that was delivered on 03<sup>rd</sup> February, 2019, on the occasion of laying of Foundation Stone of AIIMS Jammu. This step will help in chronicling the history of the Institute

#### AGENDA ITEM NO GB-01/14

#### ESTABLISHMENT OF COLLEGE OF NURSING AT AIIMS JAMMU AND ADOPTION OF RECRUITMENT RULES OF AIIMS NEW DELHI OR ANY OTHER AIIMS IN THE COUNTRY FOR THE RECRUITMENT OF POSTS IN COLLEGE OF NURSING

The Governing Body approved the proposal for establishment of College of Nursing at AIIMS Jammu.

The Governing Body perused the Recruitment Rules of AIIMS New Delhi and decided that the grade of post with their corresponding Recruitment Rules which are in vogue at New Delhi are adopted.

It was further decided that, for a uniform pattern of staffing in the Nursing College with respect to grade of post, their designation, age, experience and qualification a specific agenda needs to be put before the Academic Committee.

#### AGENDA ITEM NO GB-01/15

#### ESTABLISHMENT OF PROJECT MANAGEMENT AND DEVELOPMENT BOARD (PMDB) AT AIIMS JAMMU ON THE LINES OF AIIMS NEW DELHI

The Governing Body being aware of the current state of development and its upcoming decided that there has to be an Ad-hoc Committee constituted with experts as its Members in planning, monitoring and commissioning of different project works both for the current and the future ones. The Governing Body was also briefed about the existence of the Project Management Committee monitoring the current ongoing projects. From the short comings of the existing Committee composition of the PMC and to make it more efficient and effective, the Governing Body decided to constitute **Project Management and Development Board (PMDB)** with the following composition:



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- Director, AIIMS - Chairman
- Medical Superintendent, AIIMS - Member
- Financial Advisor, AIIMS – Member
- Deputy Director (Admin) - Member
- Superintendent Engineer, AIIMS – Member
- Faculty I/c Projects (Projects Officer) – Convener
- Experts from the field of Architecture, Engineering, Planning and Public Health may be co-opted/invited by the Chairman.

It was further decided that the AIIMS Administration should work out Standard Operating Procedures for PMDP including safe record keeping of its documents.

#### **AGENDA ITEM NO GB-01/16**

#### **ESTABLISHMENT OF IT DEPARTMENT AT AIIMS JAMMU**

The Governing Body Members felt the necessity of having an IT facility for smooth and efficient management of different services at the Institute. As a service concept, it further decided instead of making a department, it should be an **IT Division (IT-D)**. In an Institute like AIIMS, Department & Units are Academic concepts and Divisions & Cells are Service/Administrative concepts. This approach will avoid ambiguity in the future.

#### **AGENDA ITEM NO GB-01/17**

#### **ADOPTION OF FEE STRUCTURE FOR VARIOUS COURSES (MBBS, DM, M.CH COURSES, PG COURSES, B.SC NURSING, PARAMEDICAL COURSES AND ALLIED COURSES OR ANY OTHER COURSE) BEING COUNDUCTED AT AIIMS JAMMU ON SIMILAR LINES OF AIIMS NEW DELHI**

Approved and Adopted.

However, the Governing Body desired that to rationalize the fee structure in line with the current situation (New patterns of Medical Education, use of technology and kind of skill required in public health) the fee structure may be revised in line with other Institutes of National Importance. A specific agenda is required to be put before Standing Academic Committee to deliberate on it and advise the Institute.

#### **AGENDA ITEM NO GB-01/18**

#### **CREATION OF POSTS OF MEDICAL PHYSICIST AT AIIMS JAMMU**

AIIMS Jammu is going to install state of the art and high-end machinery and equipment in various labs. There are labs where radiation is involved in the delivery of the services

  
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and these labs cannot be established without having inhouse Physicist as per the statutory requirements. Also, Governing Body observed there has been no sanctioned post to fulfil the same. In order, not to have gaps nor deficiencies in establishing the health care services at the earliest at the Institute, we may internally divert three seats of Junior Residents (Level-10) to be operated as Medical Physicist (Level-10). As and when posts are sanctioned, they will be diverted back to original position. This arrangement will not have financial escalation and as such with the current state of development these three posts of Junior Residents can effectively be utilised.

On similar lines if necessary, considering the essentiality and critical nature of the Institute, the Director may consider similar kind of arrangement for different areas of functioning for time being without having any additional financial implication.

#### **AGENDA ITEM NO GB-01/19**

#### **AUTHORIZATION OF EXECUTIVE DIRECTOR & CEO OF AIIMS, VIJAYPUR, JAMMU TO APPROVE THE ANNUAL ACCOUNTS OF THE INSTITUTE**

The Members perused the AIIMS Act & Regulations. Director AIIMS is the competent authority to operate the fund and as such competent to forward the Statement of Accounts to the Comptroller and Auditor General of India or to any other person appointed/authorised by the CAG for auditing the accounts and in terms of Rule 6 (2) (a) of AIIMS Rule of 2019 made by Central Government. The Director being the ex-officio secretary of the Standing Committee will put "Annual accounts showing the receipts and expenditure of the institute together with the audit report thereon" before the Standing Finance Committee for the consideration and recommendations. This provision is quite clear that only audited statement of Accounts by the CAG shall be put to the SFC not vice versa. The Governing Body urged the Director to act accordingly. If necessary, the administration may give a suitable reply back to the Office of CAG accordingly.

#### **AGENDA ITEM NO GB-01/20**

#### **ANY OTHER MATTER WITH THE APPROVAL OF THE CHAIR**

AIIMS (General Section) Letter No.F. 5-1 / 2022-Genl. (CIB-6) dated 26<sup>th</sup> April, 2023 received from Ministry of Health & Family Welfare, Government of India was placed before the Governing Body as a Table Agenda for consideration of the User Charges at AIIMS and Exchange Programme of Faculty / Residents and Students amongst various AIIMS.



**Chairman**

TABLE AGENDA ITEM NO GB-01/20.1

UNIFORM USER CHARGES FOR AIIMS JAMMU

Noted.

The Governing Body further observed that as and when both the hospital services and Post Graduate Medical Education improves at the Institute and operates at a reasonable state the respective agenda may be taken.

TABLE AGENDA ITEM NO GB-01/20.2

EXCHANGE PROGRAMME OF FACULTY / RESIDENTS AND STUDENTS AMONGST VARIOUS AIIMS

Noted.

The Governing Body further observed that as and when both the hospital services and Post Graduate Medical Education improves at the Institute and operates at a reasonable state the respective agenda may be taken.

The meeting ended with a vote of thanks to the Chair.



Prof (Dr) Shakti Kumar Gupta  
Member Secretary,  
Governing Body,  
AIIMS Jammu



Prof (Dr) Y K Gupta  
Chairman,  
Governing Body,  
AIIMS Jammu



Chairman