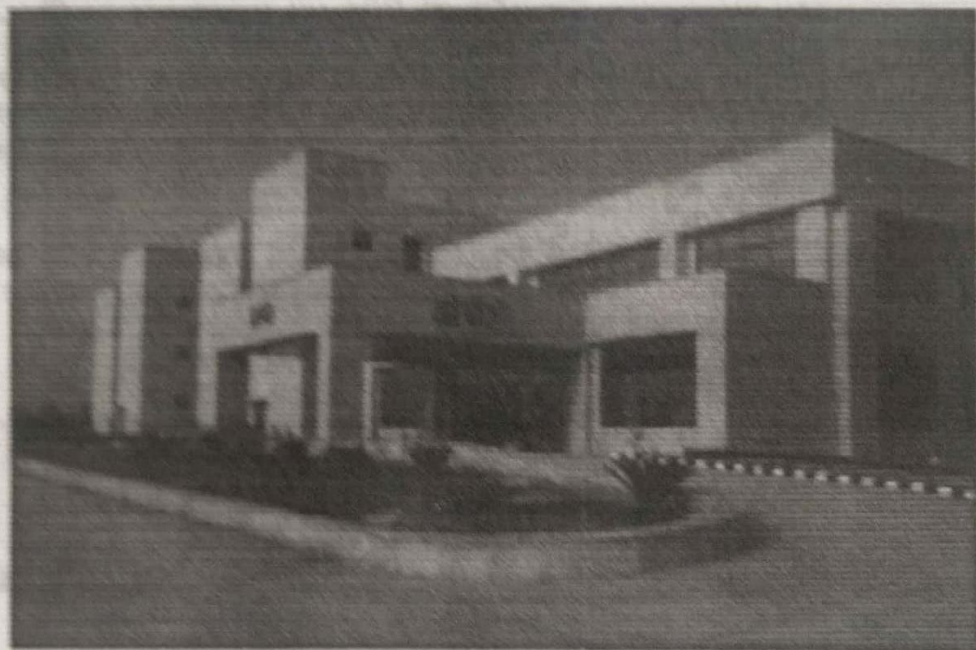


ALL INDIA INSTITUTE OF MEDICAL SCIENCES BATHINDA
(PUNJAB)



MINUTES OF FIRST STANDING ESTATE COMMITTEE
AIIMS BATHINDA

HELD ON
30 JUNE 2021, WEDNESDAY
AT 12:00-13:30 HRS

MINUTES

RESTRICTED

ALL INDIA INSTITUTE OF MEDICAL SCIENCES BATHINDA

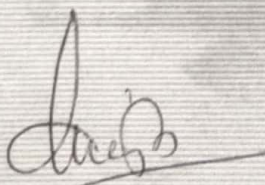
MINUTES OF THE FIRST SEC MEET

1. The First SEC meet of AIIMS Bathinda was held on 30th June 2021 from 1200 hrs to 1330 hrs. The meeting was chaired by Shri Shwait Malik, Member of Parliament, Rajya Sabha, with the following members.

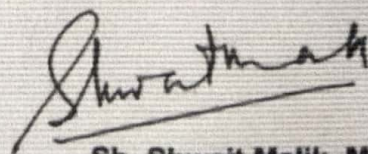
- (a) Dr. Dharmendra Singh Gangwar, AS&FA, MoHFW Member (Video Conference)
(b) Prof. (Dr.) Anil Kumar Gupta Member (Video Conference)
Medical Superintendent, PGIMER, Chd.
(c) Prof. (Dr.) Rajiv Kumar Member
Prof. & Head, Deptt. of CTVS, DMC Ludhiana.
(d) Prof. Dinesh Kumar Singh, Exe. Director AIIMS Bathinda Member-Secretary
(e) Vice Chairman, SEC Sh. Gurjeet Singh Aujla, MP (Lok Sabha) and Smt. Vini Mahajan, IAS, Chief Secretary Govt. of Punjab could not attend the meeting.
(f) Lt. Col Devender Singh Rawat, DDA AIIMS Bathinda Special Invitee

2. At the outset, the Director AIIMS Bathinda welcomed the Honorable Chairman and all other members to the SEC meet and discussed the achievements of AIIMS Bathinda in the last one year then he requested the Chairman to Chair the First SEC Meeting of AIIMS Bathinda.

3. The Chairman called the meeting to order. It was noted that the quorum was complete. The Chairman requested the Member Secretary to introduce the agenda points and initiate discussion for threadbare deliberations.



**Prof. (Dr.) D.K Singh
Member Secretary**



**Sh. Shwait Malik, MP
Hon'ble Chairman**

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AGENDA NO. 1.3

CONSIDERATION AND RECOMMENDATION

CONSTRUCTION OF NIGHT SHELTER (DHARAMSHALA) BY NGOs/TRUSTS

4. **Agenda.** A donation offer had been received from Dwarka Dass Mittal Charitable Trust, Bathinda to construct a Patient Attendant Shelter Home at AIIMS Bathinda on joint management basis i.e., members from AIIMS Bathinda and Trust. For this a suitable piece of land measuring approximately 4000 sq.mtrs. is required. The proposal was submitted before the Standing Estate Committee for approval.

5. **Resolution.** The Chairman, Standing Estate Committee in principle approved the agenda item with the following advice to AIIMS Bathinda: -

(a) The donor shall not have any claim in profit, income, or any asset. The land will not be transferred to the Trust.

(b) The Dharamshala should be operated by AIIMS Bathinda on no profit and no loss basis.

(c) The donor shall not be involved in any activity of the Dharamshala to prevent any ulterior or commercial objective.

(d) The Dharamshala Committee shall be Chaired either by the Director AIIMS Bathinda or his representative along with representative of Donor Trust. *As member*

(e) The MoU shall be legally vetted and presented to the SEC members for approval.

(f) MoU of PGIMER Chandigarh may be used for reference and AIIMS Bathinda should consult AIIMS Bhopal for better functioning and preventing any future controversy.

AGENDA NO.1.4

CONSIDERATION & RECOMMENDATION OF

OPENING OF BANKING FACILITIES IN THE CAMPUS OF AIIMS BATHINDA

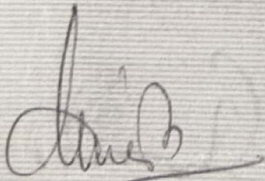
6. **Agenda.** AIIMS Bathinda projected the need of banking services at AIIMS Campus for Patients, their attendants, Faculty, Staff, Students. Since AIIMS Bathinda has started functioning and around 500 and above regular employees have joined the Institute and further faculty & non-faculty recruitment is in process. To facilitate the employees and for the smooth functioning of the institute, AIIMS Bathinda stated the requirement of establishing a Banking Facilitation Centre within the campus.

7. **Resolution.** The Chairman, Standing Estate Committee in principle approved the agenda item with the following advice to AIIMS Bathinda: -

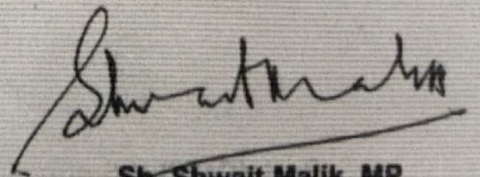
(a) The Banker shall establish contemporary means of digital transactions.

(b) Adequate ATMs shall be established by the bank for ease of operations.

(c) The MoU should explicitly mention the surface area allotted to the bank.



Prof. (Dr.) D.K Singh
Member Secretary



Sh. Shwait Malik, MP
Hon'ble Chairman

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- (d) The banker shall not have any rights over the roof utility of the said premises.
- (e) The bank shall not be the exclusive banker of AIIMS Bathinda.
- (f) The MoU shall be legally vetted and presented to the SEC Members for Approval.

AGENDA NO.1.5
CONSIDERATION & RECOMMENDATION FOR
OPENING OF THE MILK BOOTH IN THE CAMPUS OF AIIMS BATHINDA

8. **Agenda.** In order to meet the day-to-day requirements of patients, their attendants, Faculty, Staff, Students, visitors, there is a need to establish a Milk Booth within the campus. AIIMS Bathinda proposes to rent out a space measuring approx. 225 sq.ft duly identified by, a constituted committee for the said booth. The said site will be rented out through tendering process.

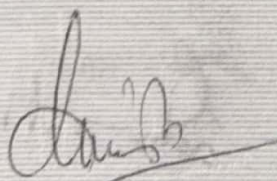
9. **Resolution.** The Chairman, Standing Estate Committee in principle approved the agenda item with the following advice to AIIMS Bathinda: -

- (a) The Milk booth should be a temporary Kiosk.
- (b) Maximum lease period may be 5 years based on performance, review after completion of one year each time.
- (c) AIIMS Bathinda should establish a food court in line with AIIMS Delhi.

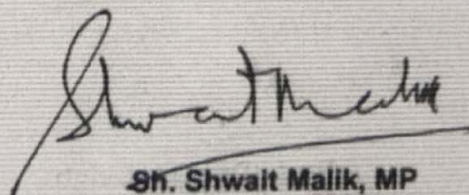
AGENDA NO.1.6
CONSIDERATION & RECOMMENDATION FOR
ALLOTMENT OF WORKING NURSING HOSTEL ON THE BASIS OF HOSTEL RENT

10. **Agenda.** AIIMS Bathinda has one Working Nurse Hostel, comprising of 150 single rooms, each measuring 09sqmtr. Since the Hostel accommodation for primarily meant for regular Nursing Staff/Students, House Rent Allowance is required to be deducted from their monthly salary. But as the single unit room at the Hostel accommodation is quite less in area, as compared to other residential accommodation at the campus, deduction of full month HRA may not be justified, considering the facilities offered at the Working Nurse Hostel. Due to this fact, most of the Nursing Staff have unofficially communicated their non-acceptance for the Hostel accommodation. We would also like to inform that their entitlement of housing is type-III in GPR which should have the area of 44-65sqmtr. Though AIIMS Bathinda has very less number of residential accommodation and nursing staff are in a large number. Particularly in these COVID times, it is essential for Nursing Staff to stay inside the campus. Also, in order to utilize the capacity of the Working Nurse Hostel, it is proposed that a monthly Rent, along with security deposit, fixed electricity & water charges may be fixed and charged from the allottees, instead of flat one-month HRA.

11. **Resolution.** The Chairman, Standing Estate Committee advice that the matter be referred to Ministry of Health and Family Welfare for seeking guidance.



Prof. (Dr.) D.K Singh
Member Secretary



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AGENDA NO. 1.10
CONSIDERATION & RECOMMENDATION FOR
EXTRA LAND ACQUISITION FOR AIIMS BATHINDA

18. **Agenda.** The Director, AIIMS Bathinda expressed the need of future expansion of AIIMS Bathinda the requirement of additional land cannot be ruled out. And it was humbly submitted to the Chairman, Standing Estate Committee to look into the matter for the betterment of AIIMS Bathinda. Submitted for approval please.

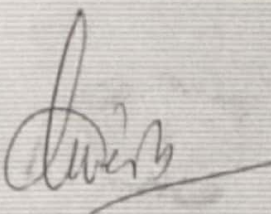
19. **Resolution.** The Chairman, Standing Estate Committee approved the proposal and agreed with the concern. The Chairman assured that he would in person take up the matter with the Hon'ble Health Minister, MoHFW.

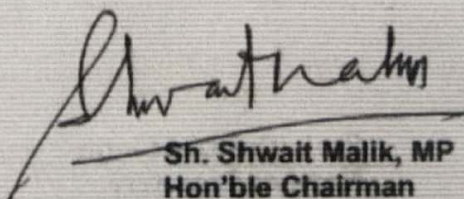
AGENDA NO. 1.11
CONSIDERATION & RECOMMENDATION OF
MOU BETWEEN AIIMS BATHINDA & SBI

20. **Agenda.** In order to meet the patient's requirements of ATM services, AIIMS Bathinda has signed a MoU with SBI to Install ATM Machine in its OPD premises on 23 Dec 2019 having area 6.25 Sq. Mtr. at the monthly rent as per the guidelines of Housing and Urban Affairs, Directorate of Estates duly approved by Director AIIMS Bathinda. It is proposed that the SFC ratify the MoU between AIIMS Bathinda and SBI. ***The matter was also taken to the Institute Body & Standing Finance Committee Meetings, both the committee has passed the agenda. Salient features of MoU are as under.***

(a)	Contract Period	23/12/2019 to 22/11/2020
(b)	Basis of Rent fixation	OM.18015/1/2017Pol-III dated 10/06/2020 Ministry of Housing and Urban Affairs, Govt. of India
(c)	Area Occupy (in Sq. mtr.)	6.25
(d)	Rates of license fees	Rs. 800/- per Sq. mtr.
(e)	Rent (per month)	Rs 5000/-

21. **Resolution.** The Chairman, Standing Estate Committee recommended that the lease rent be reviewed as Rs 5000/- lease per month is too less for AIIMS Bathinda.


Prof. (Dr.) D.K Singh
Member Secretary


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AGENDA NO. 1.7

ALLOCATION OF RESIDENTIAL ACCOMMODATION TO VARIOUS EMPLOYEES

12. **Agenda.** Vide Estate Branch circular No.AIIMS/Bathinda/Estate/CIR-72 dated 09 April 2021, applications were invited for allotment of Type IV,III, and II residential Accommodations at AIIMS Bathinda. The same has been allocated to the various employees of the AIIMS Bathinda. Submitted for information please.
13. **Resolution.** The Chairman, Standing Estate Committee approved the allotment.

AGENDA NO. 1.8

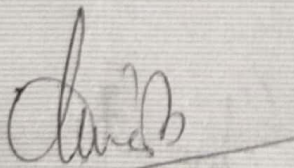
**CONSIDERATION AND RECOMMENDATION OF
GUEST HOUSE POLICY OF AIIMS BATHIDA**

14. **Agenda.** The Guest House of AIIMS Bathinda comprises of five single rooms, three double rooms, five deluxe rooms and two suite rooms. The Guest House is fully functional since 23 December 2019. The accommodation and food rates for the visitors have been fixed by Competent Authority AIIMS Bathinda on No-Profit, No-Loss basis. The rates were presented before the Standing Estate Committee for approval and adoption.
15. **Resolution.** The Chairman, Standing Estate Committee approved the allotment.

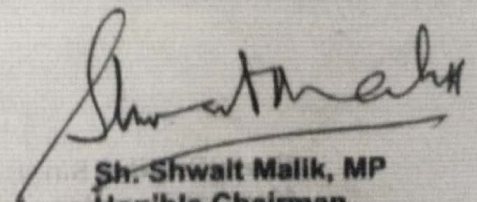
AGENDA NO. 1.9

**PERMISSION TO COMMENCE CONSTRUCTION OF PHASE-2 DWELLING UNITS AT
AIIMS BATHINDA TO MEET THE REQUIREMENTS OF VARIOUS EMPLOYEES**

16. **Agenda.** AIIMS Bathinda is located at village Jodhpur Romana which is approx. 10 kms away from the main city and there is a paucity of accommodation in near proximity of AIIMS Bathinda, due which the AIIMS Bathinda employees are staying at faraway locations. Furthermore, due to increased housing demand, the rentals have increased in the region. Moreover, HRA of Class Z city is grossly inadequate to meet the rental requirements of the employees. Thus, the increased rents, far residences, increased commutation time adversely impacts the functioning of AIIMS Bathinda. Hence there is an urgent requirement to commence the construction of additional dwelling units at AIIMS Bathinda. Presently as per the ongoing project only 106 dwelling units have been incorporated in the construction work. Since, 506 regular employees have already joined AIIMS Bathinda and we are in process of further Faculty & Non-Faculty recruitments, the above dwelling units are grossly inadequate to even accommodate the present sanctioned strength of AIIMS Bathinda employees, vide which the additional dwelling units are urgently required, for which permission may be accorded.
17. **Resolution.** The Chairman, Standing Estate Committee agreed with the concern and assured that he would in person take up the matter with the Hon'ble Health Minister, MoHFW.



**Prof. (Dr.) D.K Singh
Member Secretary**



**Sh. Shwail Malik, MP
Hon'ble Chairman**

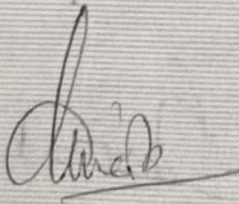
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AGENDA NO. 1.12
CONSIDERATION & RECOMMENDATION OF
MoU BETWEEN AIIMS BATHINDA & AMRIT PHARMACY

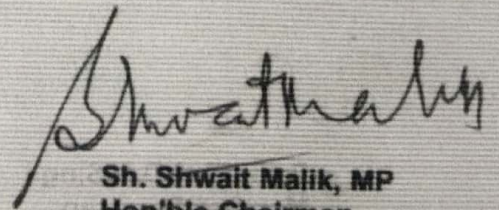
22. **Agenda.** As per MoHFW directions all new AIIMS were informed that AMRIT pharmacies to dispense all drugs, surgical disposables, implants and any other products, which are being prescribed and consumed by the Institute. In the same lines, the Mentor Institute had operationalized AMRIT Pharmacy at AIIMS Bathinda, accordingly AIIMS Bathinda has entered into an MoU with HLL AMRIT duly approved by Director AIIMS Bathinda. The pharmacy is successfully operating since 23 Dec 2019. It is proposed that the SFC ratify the MoU between AIIMS Bathinda and HLL AMRIT. *The matter was also taken to the Institute Body & Standing Finance Committee Meetings; both the committee has passed the agenda. Salient features of MoU are as under.*

(a)	Contract Period	3 year (extendable by 2 years)
(b)	Basis of rent fixation	OM 18015/1/2017POL-III dated 03 April 2018
(c)	Area occupied (in sq. mtr.)	18
(d)	Market Rate	Rs. 814/- per Sq mtr.
(e)	Rent per month	CPWD rates; yet to be deposited by AMRIT

23. **Resolution.** The Chairman in principle approved the agenda; however, he enquired about award of contract to Amrit Pharmacy without Tender for which it was explained that Amrit Pharmacy is Govt undertaking and is operational in all Central Government Medical Institute/Hospitals.



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AGENDA NO. 1.13
PHASE WISE HANDING OVER/TAKING OVER OF
VARIOUS BUILDINGS AIIMS BATHINDA

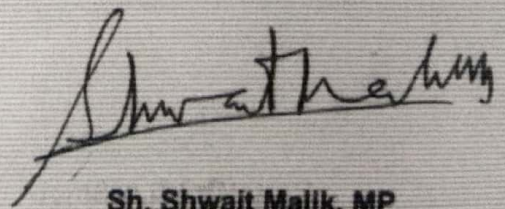
24. **Agenda.** AIIMS Bathinda has taken over of the following buildings on 23rd December 2019. Since Post of Superintending Engineer at AIIMS Bathinda was not filled, thus conditional handing over/taking over of the below mentioned buildings were executed by the Dy. Director AIIMS Bathinda, as per orders of Director, Professor (Dr.) Jagat Ram. The taking over is conditional and yet not complete as it is **subject to rectification of deficiencies and defects as pointed out by Engineering Team of PGIMER, Chandigarh, Mentor Institute of AIIMS Bathinda**, confirmation of which has not been given by HITES. However, proper handing over/taking over of the Phase I assets will be verified by Superintending Engineer, AIIMS Bathinda, who arrival is scheduled in the last week of June 2021. The details of civil assets, which are listed under phase I are listed below: -

Sr.	Name of buildings
(a)	OPD & Diagnostic Block
(b)	AYUSH Block
(c)	Guest House
(d)	Director's residence including servant quarters
(e)	ESS-I&II
(f)	HVAC Plant Room
(g)	WTP-I
(h)	Water storage tank and allied structures
(i)	Underground Storage tank incl. Fire tanks/Raw Water tank, Pump Rooms & Associated services.
(j)	Fire Station Building
(k)	HSD YARD
(l)	Gate Complex & External Services.

25. **Resolution.** The Chairman, Standing Estate Committee approved the agenda item.



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Member Secretary



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Hon'ble Chairman

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AGENDA NO. 1.14

**CONSIDERATION & RECOMMENDATION OF THE PROPOSAL FOR OPERATION
OF NIGHT SHELTER AT AIIMS BATHINDA**

26. **Agenda.** There is a Night Shelter building which has been recently handed over to AIIMS Bathinda. The capacity of Night Shelter is 150 beds with 25 beds in the ground floor and 62 beds each in first & second floor. It is proposed that dormitory services along with cafeteria, cloak room and laundry services to be extended to the attendants of patients as a welfare measure on the basis of "no profit no loss". The charges proposed for the dormitory services are tabulated as under: -

Sr. No.	Service	Charges in Rs.
(a)	Per day per bed	100/-
(b)	Security deposit	200/-
(c)	Cloak room charges per locker per day	30/-
(d)	Laundry	as per usage
(e)	Kitchen	As per usage

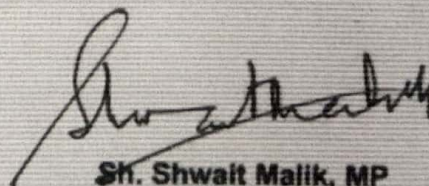
27. **Resolution.** The Chairman, Standing Estate Committee approved the agenda item.

VOTE OF THANKS

28. The meeting ended with the Vote of Thanks to the Chair.



**Prof. (Dr.) D.K. Singh
Member Secretary**



**Sh. Shwail Malik, MP
Hon'ble Chairman**