

F. No. Z-28016/97/2014-SSH  
Government of India  
Ministry of Health and Family Welfare  
PMSSY Division

**Record Note of Discussions in the Consultative Meeting with the Directors of Six New AIIMS  
held in the Committee Room No. 445-A, Nirman Bhawan New Delhi on 14<sup>th</sup> March 2014**

1. Agenda of the meeting had been circulated earlier. The list of participants is as under:

i. Sh. Gautam Guha (AS&FA)- MoHFW	viii	Dr. G.K. Singh, Director AIIMS Patna
ii. Sh. Sundeep Kumar Nayak J.S (PMSSY)	ix	Dr. N.M. Nagarkar, Director AIIMS Raipur
iii. Prof. S Datta Gupta, Controller of Exams AIIMS New Delhi	x	Dr. Raj Kumar, Director AIIMS Rishikesh
iv. Dr. Nanda Kumar Sub Dean, Exams, AIIMS New Delhi	xi	Sh. Amarjeet Singh, DS (PMSSY)
v. Dr. A.K. Mahapatra, Director AIIMS, BBSR	xii.	Sh. O.P. Sharma, D (PMSSY)
vi. Dr. Sanjeev Misra, Director AIIMS Jodhpur	xiii	Sh. G.K. Muthu AAO (PMSSY)
vii. Dr. Sandeep Kumar, Director AIIMS Bhopal	xiv	Dr. J.V. Ramamurthi, Consultant (PMSSY)

2. DGHS had agreed to attend the meeting but had to leave for an emergency at AIIMS New Delhi. JS (PMSSY) welcomed all the participants and introduced Shri Gautam Guha who had recently joined as AS & FA in MoHFW to the participants.

3. Record of the gist of discussions and decisions are recorded hereunder.

**4. Admission Mechanism 2014 for MBBS and B.Sc Nursing:**

- a) As already communicated by Ministry with the approval of competent authority, AIIMS New Delhi would conduct the admission process for all the seven AIIMS on the pattern approved in 2013. This would cover advertisement, test, counselling, reservation roster etc.
- b) Online tests were also held in 2013, and, the same may be encouraged as an option. Online test should be available at all AIIMS HQ locations.
- c) Confidentiality, secrecy, integrity, no-malpractice to be implemented strictly.
- d) Reservation to be adopted as per rules.
- e) On behalf of AIIMS New Delhi their Dean had led the system of entire admission process in 2013 with new AIIMS Directors. Same pattern may continue provided the Director, AIIMS New Delhi authorises the Dean to act as Coordinator on his behalf.
- f) Contribution of Staff by New AIIMS: The Directors of the new AIIMS requested that the requirement of staff to be conveyed well in advance by AIIMS New Delhi which was agreed to.
- g) The Directors conveyed that the responsibility of TA/ DA payments to staff could be as in 2013 ( i.e. TA/DA from New AIIMS HQ locations to Delhi and back would be borne by the respective new AIIMS and the rest TA / DA by AIIMS New Delhi). They also stated that allowance for transport at centres of invigilation was inadequate to cover the transportation of huge trunks of material and needed to be increased. The Controller of Examination stated that this was a fact and requested JS (PMSSY) also to convey this to AIIMS New Delhi, so that he would take necessary prior approvals to increase this amount. JS (PMSSY) stated that AIIMS New Delhi administration was competent to act on the matter. AS & FA stated that if required the dedicated transportation expenses could be separately billed.

  
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- h) The proposal to have 325 Centres in 35 Cities was discussed. A suggestion was given by the Directors of the New AIIMS that, AIIMS New Delhi, should appoint Nodal Officer/Coordination Officer familiar about the location.
- i) **BSc Nursing Admissions:** The Directors of the New AIIMS proposed that male students should also be admitted for this course. It was pointed out by the AIIMS New Delhi representative that BSc Nursing course in their AIIMS was for females only. Some Directors mentioned that it had to do with the Nursing Council regulations. Cabinet had approved an intake 100 students in each batch in each of the six new AIIMS. With the approval of the HFM 60 students had been admitted in Sept 2013 and approval of HFM had been taken for admission of 60 students in 2014 batch in each of the six new AIIMS. It was stated that AIIMS New Delhi admits only Female students and the same had been followed in the six new AIIMS. JS (PMSSY) conveyed that this request of Directors for male students would be examined on file and no approval should be presumed at this stage.

#### 5. Syllabus, teaching, evaluation etc:

- a) AIIMS New Delhi has years of expertise and experience. It has a highly evolved syllabus, teaching methodology, evaluation mechanism etc. It needs to be adopted by all new AIIMS for MBBS. This will ensure uniformity in all the new AIIMS.
- b) For this purpose, exposure & orientation attachment of faculty of new AIIMS with respective Department of AIIMS New Delhi on rotation basis (not all faculty of a particular Department of a particular new AIIMS), the period of attachment to be one week. The respective new AIIMS would schedule the orientation visit of their faculty to AIIMS New Delhi. A coordination mechanism would also be put in place by MoHFW.
- c) For B.Sc Nursing, the Expert Committee recommendations have been approved by MoHFW for all New AIIMS and are being adopted fully by the new AIIMS.
- d) Regular student interaction and a supportive environment are to be maintained in all the new AIIMS.

#### 6. Faculty orientation & development

- a) It was agreed that there was a need to address long term faculty development process. A base paper prepared by faculty team of AIIMS Bhubaneswar would be circulated by MoHFW among all AIIMS. Based on inputs, policy and action plan with budget is to be earmarked under PMSSY.
- b) In the Directors' Conclave of November 2012 held at NIMHANS under the chairmanship of Secretary HFW, a base paper on adjunct faculty issue was to be developed by PGIMER. The base paper needs to be expedited by PGIMER. MoHFW (ME-II) may follow up with PGIMER and circulate among all INIs.
- c) MoHFW would make the coordination & facilitation mechanism for faculty orientation and development.
- d) Considering the fact that limited Faculty were in place, they should not be, to the extent possible, involved in administrative functions. The recruitment process of the large number of Administrative Posts as released in MoHFW Letter No.A.11013/01/2010-SSH dated 6<sup>th</sup> August 2013 needs to be expedited.

#### 7. Reservation policy & Recruitment

- a) Government policy and guidelines to be implemented strictly
- b) The pattern of AIIMS New Delhi regarding non-appointment of *ad hoc* faculty was to be followed. It was stated that there were too many litigations in ad hoc appointments at AIIMS New Delhi and such method to be avoided.
- c) For contractual and out sourced staff also MoHFW had asked for giving reservation proportionately in case of sanctioned posts.
- d) MoHFW to monitor implementation of reservation policy on regular basis and status report to be submitted.

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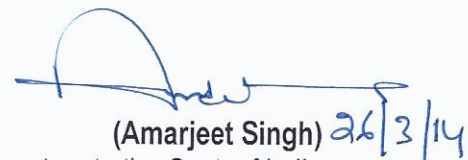


- e) Considering the nascent nature of the Departments in new AIIMS, subject experts in the respective Standing Selection Committees of each new AIIMS should be got approved in writing by HFM (President).
- 8. Non-faculty Group-A posts:**
- a) The Directors of New AIIMS were requested to convey their suggestions on the composition of the Selection Committee for non-faculty Group A posts. The mechanism of selection, advertisement, scrutiny, tests evaluation selection, approval and other methodology had already been conveyed and also ratified by IB.
- b) In the minutes of the Institute Body Meeting of the new AIIMS (except Jodhpur), there had been a typographical error (on letter no. and date of referred/annexed letter) in case of agenda on *Ad Hoc Selection Committees*. It was agreed that Ministry's -+Letter No. Z-28016/69/201 –SSH dated 4<sup>th</sup> April 2013 had been ratified, and not the Ministry's Letter No. A.11013/1/2010-SSH dated 30<sup>th</sup> April 2013. A corrigendum is to be issued by Member Secretaries (Directors) of IB of respective new AIIMS.
- 9. Standard protocol in hospitals**
- a) It was decided, considering the fact that IPD in hospitals of new AIIMS had started, standard protocols developed by expert committee and duly approved by Ministry had to be adopted in true letter and spirit by all new AIIMS.
- b) It was decided that transparent bidding process for drugs pharmacy to be followed. CVC advisory of CVO's conference 2013 had been circulated by MoHFW among all new AIIMS.
- c) It was decided that MoHFW would put in place a coordination & facilitation mechanism among MS's of all AIIMS.
- 10. Litigation matters**
- a) As per AIIMS New Delhi pattern, DDA would be the nodal point in all litigation/ legal cell matters.
- b) It was clarified that all New AIIMS were projects under PMSSY, and, unlike AIIMS New Delhi, they did not have separate budget heads under the Plan or under Non-Plan. Union of India (MoHFW) gets involved in litigation matters. As such, approval from MoHFW before filling any affidavit or statement in various courts should be taken.
- c) It was clarified that advice from MoHFW for challenging any order or implementing any order without appeal so as to protect interest of Government and avoid financial implications should be sought.
- d) MoHFW would put in place a coordination & facilitation mechanism among DDA's of all AIIMS.
- 11. Establishment, Administration, RTI etc**
- a) It was clarified that none of the posts of Project Cell of each new AIIMS were faculty posts.
- b) It was agreed that clear-cut delegation of powers to Medical Superintendents and definition or amplification of their roles and responsibility was required on priority. The Medical Superintendents have to comply with GFR and all Rules and guidelines.
- c) Timely reply and compliance with audit paras have to be ensured.
- d) It was agreed that clear-cut delegation of powers to DDA and definition of Head of Office was to be done. The DDAs have to comply with GFR and all Rules and guidelines. They must comply with RTI provisions.
- e) It was clarified that Financial Advisors (in AIIMS) themselves had to maintain arms-length distance policy. They should not personally be part of selection committees, tender opening/evaluation committees etc. His/her representative could be part of tender process. FA should not sign cheques of AIIMS for payment nor, sign orders of appointment of employees. FA should conduct internal audit with due diligence and ensure that no undue/irregular payment is made or money is drawn by DDO. If there is conflict of opinion/advice rendered by

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FA and approving authority, such cases should be reported to MoHFW immediately by FA. FA to ensure timely reply and compliance with audit paras.

- f) MoHFW would put in place a coordination & facilitation mechanism among FA's of all AIIMS.
- g) Handling of RTI matters should be done as per the RTI Act. Faculty should not function in RTI matter as different authorities (CPIO, Appellate Authority).
- h) All assets are created under PMSSY. Assets register to be maintained and annual inspection need to be carried out immediately on completion of financial year.
- i) PMSSY Division now has a dedicated website. Information on new AIIMS matters would be hosted on the website and emails sent to all concerned in new AIIMS that included students, faculty, staff and other functionaries. Transparency mechanism through website of each AIIMS should be aimed at so that RTI applicants get information.



(Amarjeet Singh) 26/3/14

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Copy to:

- i. Director AIIMS, New Delhi / Bhopal/Bhubaneswar/Jodhpur/Patna/Raipur/Rishikesh.
- ii. Director PGIMER Chandigarh (kind attn. particularly in respect of base paper on adjunct faculty).
- ii. DDA, AIIMS, New Delhi / AIIMS Bhopal/Bhubaneswar/Jodhpur/Patna/Raipur/Rishikesh.
- iii. MS, AIIMS, New Delhi / AIIMS Bhopal/Bhubaneswar/Jodhpur/Patna/Raipur/Rishikesh.
- iv. FA, AIIMS, New Delhi / AIIMS Bhopal/Bhubaneswar/Jodhpur/Patna/Raipur/Rishikesh.
- v. Prof. S Datta Gupta, Controller of Exams AIIMS, New Delhi
- vi. Dr. Nanda Kumar, Sub Dean Exams AIIMS, New Delhi
- vii. PS to HFM
- viii. DS (AL) for ME-II matter
- ix. PPS to Secy HFW / DGHS / AS (H)/ AS &FA / JS PMSSY / CCA
- x. Consultants in PMSSY
- xi. EU, PMU, PMSSY
- xii. US/ SO/ AAO PMSSY
- xiii. i/c PMSSY website, for uploading