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**CHANDIGARH ADMINISTRATION
OFFICE OF THE SECRETARY HEALTH**

No. PA/Secy-Health/2021/259

Dated: 12.10.2021

NOTE


(Review Meeting at GMCH-32)

A review meeting was held on 12.10.2021 at 09.30am in the GMCH-32 with the DP, MS, JD(Admin), DCFA and other concerned officers/senior doctors. The Additional Secretary (Health) also attended the meeting. The following was discussed and decided:

1. Rationalization of staff on the basis of actual requirement need to be done immediately. Further instead of hiring the manpower, we may consider outsourcing some of the services itself after floating a e-Tender with appropriate Terms & Conditions based on requirement of the GMCH-32.
2. In cases where contracts have expired and new contracts have not yet finalized, instead of resorting to direct payment to the outsourced staff, we need to immediately examine the possibility of adopting ongoing contracts in other Departments/organizations of the UT Administration or getting manpower from the existing Out-Sourcing Agencies in GMCH-32 for other category of staff, for a short period till finalization of new agency. This need to be done in next 15 days positively and approval of competent authority for such arrangement to be pursued.
3. The process for procurement of Face Recognition Attendance Systems through GeM has not yet started. Though RFID card based machines were procured more than one year back but these were never put to use. Since we have spent good amount of public money on these machines, we need to immediately made these functional without further delay. Responsibility also need to be fixed for keeping these machines idle for more than one year. All the regular/deputation/contract staff (irrespective of seniority/designation/cadre/department) to mark their attendance on these machines w.e.f. 01.11.2021 positively. Similar arrangements to be made for the outsourced staff also to start their attendance on these machines w.e.f. 01.12.2021.
4. The staff mentioned in the Night Inspection Report dated 13.09.2021 was briefed and warned to be careful and the Security Staff have been instructed to take regular round in all the areas by the Medical Superintendent. Further surprise night inspections by the DP/MS and other senior Doctors have been started. A letter was sent to SSP for actions against the outsiders who were found consuming alcohol within the GMCH campus on 12/13.09.2021 and a reminder to be sent requesting action taken report.



5. Presently enough dormitory accommodation is available for relative/attendants of the patients in the SARAI and PANAH being operated by Rotary and Paul Merchant. Hence presently there is no need to utilize the additional facility made available at the UT Guest House-II.


(Yashpal Garg, IAS)
Secretary Health

To,

1. Director Principal, GMCH-32, UT Administration, Chandigarh
2. Medical Superintendent, GMCH-32, UT Administration, Chandigarh
3. Joint Director (Administration), GMCH-32, UT Administration, Chandigarh

Copy to the Additional Secretary, Health, UT Administration Chandigarh