



अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर
All India Institute of Medical Sciences, Bhubaneswar
(A Statutory Body under aegis of Ministry of H & F.W., Govt. of India)
सिजुआ, डाक-: डूमुडुमा, भुवनेश्वर - 751019
Sijua, Post: Dumuduma, Bhubaneswar- 751019

AIIMS/BBSR/Admin/Committee/25/15019

Date: 28.12.2021

OFFICE MEMORANDUM

Sub : List of Committees constituted by the Institute for uploading into the Website of the Institute: reg.

Ref : IT Cell e.mail dated 3rd December, 2021.

I am directed to enclose herewith list of the Committees constituted by the Administration for uploading in the Institute Website: -

Sl. No.	Name of the Committee	Purpose	Order No & date
1.	Committee for Providing BSNL Telephones with or without Broadband.	Framing Guidelines for providing BSNL Telephones and review the functioning of Internal Intercom.	No. 1445 dt 17.07.2020.
2.	Internal Complaints Committee.	To provide protection against Sexual Harassment of Women at workplace.	No.67 dt 07.04.2021.
3.	Grievance Redressal Committee	Redressal of Grievance lodged.	No. 229 dt 11.05.2020.
4.	Nomination of In charge of CPGRAMS online Portal.	Entrusting to take responsibility to In-charge of CPGRAMS online Portal for effective implementation of the Grievance Redressal Mechanism.	No. 4454 dt 01.12.2021.
5.	Committee for EHS Cell.	Constitution of EHS Advisory Committee.	No. 2873 dt 11.08.2021.
6.	Constitution of Creche Committee.	Nomination of Creche Committee.	No. 2151 dt 24.07.2021 and No. 3992 dt 05.11.2021.
7.	Design and distribution of Identity Card for Staffs and Students.	Formulation of uniform guidelines for designing and distribution of Identity Card to Staffs & Students.	No. 4065 dt 17.12.2020.
8.	Committee for space allotment.	Identification of available of sitting space and devise the principle for allotment.	No.793 dt 09.06.2020.
9.	Annual Report Committee.	Timely preparation and submission of Annual Report.	No. 2721 dt 26.08.2021.
10.	Departmental Rajbhash implementation	Quarterly Meeting of Departmental Rajbhasha Implementation Committee.	No.4308 dt 25.11.2021.
11.	Standing Committee for allotment of Quarters.	Standing Committee for allotment of out of turn allotment of quarters on Medical Security and functional grounds.	No.4213 dt 16.11.2021

(सलीम गोलदर/Salim Golder)

सहायक प्रशासनिक अधिकारी /Assistant Administrative Officer
एम्स, भुवनेश्वर /AIIMS, Bhubaneswar

Enclosures : As above

To

IT Cell
AIIMS, Bhubaneswar

Copy to :

1. PS to DD(A) for kind information.
2. Chairman IT Cell- for kind information.
3. Administrative Officer for kind information.



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सिजुआ, डाक-: डूमुदुमा, भुवनेश्वर – 751019
Sijua, Post: Dumuduma, Bhubaneswar- 751019

AIIMS/BBSR/Admin/14 /1445

Date: 15.07.2020
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OFFICE ORDER

Sub: Re-constitution of a Designated Committee for framing guidelines for Providing BSNL Telephones with or without Broadband facility and to review the functioning of the Internal Intercom -regarding.

In supersession of the previous order dated 23.06.2018, the existing designated Committee is hereby reconstituted under the Chairmanship of Prof. (Dr.) Sachidananda Mohanty, Medical Superintendent alongwith the following Members to frame guidelines for allotment of telephone and to assess the requirement of BSNL Land Lines Telephones with or without Broad Band connection allotted to various Departments and also to conduct a review of the actual functioning of Intercome facility available in various Departments of the Institute. The Committee is required to submit their specific suggestion/recommendation on the said matter at the earliest:-

Sl. No.	Name of the Faculty/Official and Designation	Portfolio
1.	Prof. (Dr.) Sachidananda Mohanty, Medical Superintendent	Chairman
2.	Dr. Saubhagya Kumar Jena, Professor & Chief Hostel Superintendent	Member
3.	Shri K.P. Mishra, Superintending Engineer	Member
4.	Shri S.K. Pani, Senior Administrative Officer	Member
5.	Shri Sudhir Kumar Pradhan, Asst. Administrative Officer	Member Convenor

This issues with the approval of the Competent Authority.

एस.के. पाणि / (S. K. Pani)

वरिष्ठ प्रशासनिक अधिकारी / Senior Administrative Officer
एम्स, भुवनेश्वर / AIIMS, Bhubaneswar

To,

The Chairman and Members of the Committee

Copy to :-

1. PS to Director for kind information of the Director.
2. Dean, MS, DD(A), Chief Hostel Warden, FA, JMS, Registrar, AMS, DMS, SE, EE (Civil) F & CAO, Sr. Librarian, SPSO, ACE, NS, AE (Elect) & AAOs (Accounts & Administration) for kind information.
3. All HODs and In-Charge HoDs for kind information.
4. Professor-Cum-Principal, College of Nursing, AIIMS, Bhubaneswar for information.
5. Office Order file



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अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर
All India Institute of Medical Sciences, Bhubaneswar
सिजुआ, पोस्ट: डमुदुमा, भुवनेश्वर -751019
Sijua, Post: Dumuduma, Bhubaneswar – 751019

AIIMS/BBSR/Admin/ICCSH/636/67

Date: 07.04.2021

OFFICE ORDER

In pursuance of Section 4 (1) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Director is pleased to re-constitute afresh the Internal Complaints Committee to provide protection against Sexual Harassment of Women at workplace in this organization under the Chairmanship of Dr. Baijayantimala Mishra, Professor, Department of Microbiology alongwith the following Members for a period of three years with effect from 12.01.2021 to 11.01.2024. The delay in re-constitution of this Internal Complaints Committee is attributable to recent upsurge of Covid-19 and diversion of extensive focus to Health Care activities. Also the Committee is required to ensure safety and security of Women Employees at work and to look into any complaint received on the matter and carry out all functions as per the provision of said Act and Guidelines issued from time to time.

The re-constituted Internal Complaints Committee is as under:-

Sl. No.	Name of the Officer	Designation
1.	Dr. Baijayantimala Mishra, Professor, Dept. of Microbiology	Chairperson
2.	Dr. Sonu Hangama Subba, Professor, Dept. of CM & FM.	Member
3.	Dr. Pravas Ranjan Mishra, Additional Professor, Dept. of Anatomy.	Member
4.	Dr. Manisha Kar, Additional Professor, Dept. of Physiology.	Member
5.	Dr. Suchitra Kumari, Associate Professor, Dept. of Biochemistry.	Member Secretary
6.	Mrs Namrata Chadha, Social Activist	External Member
7.	Mr. Bhima Surendra Babu, Senior Nursing Officer	Member

डी. सी. पटनायक / (D. C. Pattnaik)
प्रशासनिक अधिकारी /Administrative Officer
एम्स, भुवनेश्वर /AIIMS, Bhubaneswar

To,

The Chairman and all Members of the Committee

Copy to :

1. PS to Director for kind information of the Director.
2. Deans, MS, DD(A), FA, JMS, Professor-cum-Principal, CoN, SE, E.E.(Elect), EE(Civil)I/C, Registrar, C & FAO I/C, Senior Librarian, ACE, SPSO, AOs (Admin & Accounts) and AAOs (Admin, Accounts & Hospital) for kind information.
3. All HODs & HOD in-Charge for kind information
4. IT Cell for information with request to upload in the Institute Website.
5. Office Order file.



अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर
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सिजुआ, डाकडूमुडुमा :-, भुवनेश्वर-751019

Sijua, Post: Dumuduma, Bhubaneswar-751019


F. No. AIIMS/BBSR/Admin/PG/348/4454

Dt: 01.12.2021

कार्यालय आदेश /OFFICE ORDER

In partial modification of this Institute Letter No. AIIMS/BBSR/PG/348/229 Dated 11.05.2020, the undersigned is directed to convey that Shri Sudhir Kumar Pradhan, Assistant Administrative Officer (General Administration) will be entrusted with the dual responsibility as Incharge of CPGRAMS (Centralised Public Grievance Redress and Monitoring System) Online Portal and Incharge of the new account created by the Ministry in favor of the Director, AIIMS Bhubaneswar for the effective operation of the Grievance Redressal Mechanism at AIIMS Bhubaneswar.

This issues with the approval of the Competent Authority.


डी.सी. पटनायक / (D. C. Pattnaik)

प्रशासनिक अधिकारी / Administrative Officer
एम्स, भुवनेश्वर /AIIMS, Bhubaneswar

प्रति/To

Shri Sudhir Kumar Pradhan,
Assistant Administrative Officer (General Administration)
AIIMS, Bhubaneswar

Copy to: -

1. PS to Director for kind information of the Director.
2. Dean (Academic/Examination/Research), MS, DD(A), FA, JMS, Principal, College of Nursing, Registrar, Chief Hostel Warden, AMS, DMS, SE, EE (Civil), EE(Electrical), EE (AC&R), Senior Librarian, SPSO, ACE for kind information action.
3. All HODs and In-Charge HoDs for kind information.
4. IT Department for updation in the Web Portal.
5. Accounts and Finance Division for kind information.
6. Office Order file



अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर
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सिजुआ, डाकडूमुडुमा :-, भुवनेश्वर-751019
Sijua, Post: Dumuduma, Bhubaneswar-751019

F. No. AIIMS/BBSR/Admin/PG/348/229

Dt:11.05.2020

कार्यालय आदेश /OFFICE ORDER

Sub: Re- constitution of Grievance Redressal Committee AIIMS, Bhubaneswar-reg.

In partial modification of the Office Order circular issued vide No. AIIMS/ BBSR/PG/348/1939 dated 22.07.2019, the undersigned is directed to convey that Dr. Dillip Parida, Professor & HoD, Department of Radiotherapy has been nominated as Chairman of the Redressal of Grievance Committee of AIIMS, Bhubaneswar in place of Dr. Vikas Bhatia, Professor & HoD, Department of CM&FM, who has been relieved from AIIMS, Bhubaneswar to join as Executive Director at AIIMS, Bibinagar.

The Faculty/Officials nominated for the Committee are as under: -

Sl. No.	Name of the Faculty/ Official	Designation	Portfolio
1.	Dr. Dillip Kumar Parida	Professor	Chairman
2.	Dr. Sachidananda Mohanty	Medical Superintendent	Member
3.	Dr. Binod Kumar Patro	Additional Professor & Deputy Medical Superintendent	Member
4.	Dr. Manisha Kar	Associate Professor	Member
5.	Shri Sudhir Pradhan	AAO (GA)	Member Secretary and Incharge of updation of PG Portal

However, Shri P. K Ray, Deputy Director(Administration) will act as Last Mile Officer (for handling category/ sub- category of particular Grievances in respect of AIIMS,Bhubaneswar)

In absence of Shri Sudhir Pradhan, AAO(GA), Member Secretary, Shri Dillip Kumar Mishra, Office Superintendent will be the incharge of Member Secretary and discharge his duties including updating of the PG Portal.

This issues with the approval of the Competent Authority.

एस.के. पाणि / (S. K. Pani)

वरिष्ठ प्रशासनिक अधिकारी / Senior Administrative Officer
एम्स, भुवनेश्वर. /AIIMS, Bhubaneswar

प्रति/To

The Chairman and
all Committee Members

Copy to: -

1. PS to Director for kind information of the Director.
2. Dean (Academic/Examination/Research), MS, DD(A), FA(I/C), JMS, Registrar, Chief Hostel Warden, AMS, DMS, SE, EE (Civil), EE(Electrical)(I/C), Senior Librarian, SPSO, ACE for kind information action.
3. All HODs and In-Charge HoDs for kind information.
4. IT Department for updation in the webportal.
5. Accounts and Finance Division for information and necessary action.
6. Office Order file



अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर
All India Institute of Medical Sciences, Bhubaneswar

(चिकित्सा अधीक्षक के कार्यालय)
(Office of Medical Superintendent)

AIIMS/BBSR/MS/OFFICE ORDER/04/EHS/2021/2873

दिनांक: 11th Aug, 2021

OFFICE ORDER

Please go through the office order reference no.- AIIMS/BBSR/ADMIN/EHS/157/1317 dated- 09.07.2020

In this regard, with the approval of the competent authority, the Advisory Committee has been reconstituted for EHS Cell, AIIMS Bhubaneswar, with the following members:

Dr. Dillip Kumar Parida, Professor, Department of Radiotherapy	- Chairman
Dr. Manoj Kumar Mohanty, Professor, Dept. of Paediatric Surgery	- Member
Dr. Sudipta Ranjan Singh, Addl. Prof, Dept. of FMT	- Member Convenor
Dr. Debopan Chatterjee, SR, Dept. of Pulmonary Medicine	- Member
Shri. Sudhir Pradhan, AAO(GAD)	- Member
Shri Manoj Thampy, SNO	- Member

This is for your information and necessary action.

Hindi version will follow.

SyB
11/8/2021

प्रो. सच्चिदानंदा मोहंती/ Prof. Sachidananda Mohanty
चिकित्सा अधीक्षक/ Medical Superintendent
एम्स, भुवनेश्वर/ AIIMS, Bhubaneswar

Copy to: -

- PS to Director - for kind information of the Director please.
- PS to DDA - for kind information of the DDA please.
- The Admin. Officer - for kind information
- All members of the Committee
- All Employees



All India Institute of Medical Sciences, Bhubaneswar
(A statutory body under aegis of Ministry of Health and Family Welfare, Govt of India)
Sijua, Post: Dumuduma, Bhubaneswar - 751 019

Ref: AIIMS/BBSR/ADMIN/EHS/157/1317

Date: 09.07.2020

OFFICE ORDER

With the approval of the Competent Authority, AIIMS Bhubaneswar, an Advisory Committee has been reconstituted for EHS Cell of AIIMS, Bhubaneswar. Accordingly, the following EHS Advisory Committee is reconstituted by the Competent Authority.

Sl	Name	Designation	Department	In capacity of
01	Dr. Dillip Kumar Parida	Professor	Radiotherapy	Chairman
02	Dr. Manoj Kumar Mohanty	Additional Professor	Pediatric Surgery	Member
03	Dr. Sudipta Ranjan Singh	Additional Professor	FMT	Member Convenor
04	Dr. Gyanendra Sathua Mahapatra	Senior Resident	General Medicine	Member
05	Mr. Sudhir Pradhan	Assistant Admin Officer	Administration	Member
06	Mrs. Manjubala Jena	Senior Nursing Officer	Nursing	Member

The Committee will peruse the EHS Policy of AIIMS, New Delhi and should prepare a SOP looking in to the needs of AIIMS Bhubaneswar and focusing on perennial issues and submit the SOP along with their views to MS for taking further action. After getting the report MS will constitute an EHS Cell for better management. This will supersede the earlier order issued in this regard.

(एस के पाणी/S. K Pani)

वरिष्ठ प्रशासनिक अधिकारी/Sr. Administrative Officer
एम्स भुवनेश्वर/AIIMS, Bhubaneswar

To

All Concerned Officers

प्रतिलिपि Copy to:

1. PS to Director, AIIMS, Bhubaneswar for kind information of Director.
2. PS to Dean/DD(A)/MS/FA, AIIMS, Bhubaneswar for kind information.
3. EHS Chairman and Members
4. Finance & Accounts Division.
5. Personal file



अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर

All India Institute of Medical Sciences, Bhubaneswar

(A Statutory Body under aegis of Ministry of H & FW, Govt. of India)

सिजुआ, पोस्ट: डुमुडुमा, भुवनेश्वर - ७५१ ०१९

Sijua, Post: Dumuduma, Bhubaneswar - 751 019

संदर्भ संख्या/AIIMS/BBSR/Admin./Creches/910/ 3992

दिनांक/Date: 05.11.2021

कार्यालय आदेश/OFFICE ORDER

विषय/Sub: Constitution of a Creche Committee - reg.

With the approval of the Competent Authority, AIIMS, Bhubaneswar and in addition to this Institute Office Order No. AIIMS/BBSR/Admin./Creches/901/2151 dated 24.07.2021, Dr. Rashmi Ranjan Das, Additional Professor, Department of Paediatric, AIIMS, Bhubaneswar is hereby nominated as Member of the Creche Committee of AIIMS, Bhubaneswar. The other contents of the Office Order are remained unchanged.

This issues with the approval of the Director, AIIMS, Bhubaneswar.

(डी. सी. पट्टनायक /D.C. Pattnaik)

प्रशासनिक अधिकारी/Administrative Officer
एम्स, भुवनेश्वर/AIIMS, Bhubaneswar

प्रति/To,

**Dr. Rashmi Ranjan Das, Additional Professor,
Department of Paediatric,
AIIMS, Bhubaneswar**

प्रतिलिपि/Copy to:

1. PS to Director for kind information of the Director.
2. PS to Dean (Academic)/MS/DD(A)/FA for kind information of the Dean (Academic)/MS/DD(A)/FA.
3. President, FAIIMS, Bhubaneswar – for kind information.
4. The Chairperson & all Members of the Creche Committee – for kind information.
5. HoD, Department of Paediatric, AIIMS, Bhubaneswar – for kind information.
6. File copy.



अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर
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सिजुआ, पोस्ट-डुमुडुमा :, भुवनेश्वर ७५१ - ०१९
Sijua, Post: Dumuduma, Bhubaneswar - 751 019

संदर्भ संख्या/AIIMS/BBSR/Admin./Creches/910/ 2151

दिनांक/Date: 24.07.2021

कार्यालय आदेश/OFFICE ORDER

विषयSub/: Constitution of a Creche Committee - reg.

In supersession of earlier Creche Committee, the following Creche Committee is hereby constituted with immediate effect: -

Sl. No.	Name & Designation	Committee Portfolio as
1.	Dr. Subarana Mitra, Assistant Professor, Dept. of O&G.	Chairperson
2.	Ms. Renju Susan Baby, Reader/Asso. Prof., CON.	Member
3.	Mr. Binoy Antony, Sr. Nursing Officer.	Member
4.	Dr. M. Sree Bhagavathi, Junior Resident, Dept. of Transfusion Medicine & Blood Bank.	Representative of RDA, AIIMS, BBSR as Member
5.	Shri Bibhudhendra Baliarsingh Samanta, Accounts Officer, AIIMS, Bhubaneswar	Representative of Finance as Member
6.	Ms. Priya Chaudhari, Store Keeper, Dept. Procurement & Store.	Representative of Procurement & Store as Member
7.	Shri Sudhir Kumar Pradhan, Assistant Administrative Officer.	Representative of Administration as Member
8.	Dr. Pankaj Kumar, Associate Professor, Dept. of General Surgery.	Member Secretary

The Committee will be responsible to open a Creche and monitor its functioning. The Committee will also recommend a mechanism to run the Creche as per the applicable Govt. of India instructions.

Quarter No. 101, Type-V has been temporarily allotted to start the Creche till a permanent place is built.

This issues with the approval of the Director, AIIMS, Bhubaneswar.


(डी. सी. पट्टनायक /D.C. Pattnaik)

प्रशासनिक अधिकारी/Administrative Officer
एम्स, भुवनेश्वर/AIIMS, Bhubaneswar

प्रतिTo/

The Chairperson & all Members of the Creche Committee.

प्रतिलिपि/Copy to:

1. PS to Director for kind information of the Director.
2. PS to Dean (Academic)/MS/DD(A)/F&CAO(I/C) for kind information of the Dean (Academic)/MS/DD(A)/F&CAO(I/C).
3. President, FAIIMS, Bhubaneswar – for kind information.
4. HoD, Dept. of O&G – for kind information.
5. Principal, College of Nursing, AIIMS, Bhubaneswar – for kind information.
6. HoD, Dept. of Transfusion Medicine & Blood Bank – for kind information.
7. HoD, Dept. of General Surgery – for kind information.
8. SPSO, AIIMS, Bhubaneswar – for kind information.
9. File copy.



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अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर
All India Institute of Medical Sciences, Bhubaneswar

सिजूआ, पोस्ट: डुमुदुमा, भुवनेश्वर -751019
Sijua, Post: Dumuduma, Bhubaneswar - 751019

AIIMS/BBSR/Estt/I Card/4065

दिनांक/Date: 12.12.2020

Office Order

With the approval of the Competent Authority, a Committee under the Chairmanship of Dr. Rituparna Maiti, Additional Professor & Associate Dean (Academic) along with the following Members has been constituted to formulate uniform guidelines regarding design and distribution of Identity Card for staffs and Students of the Institute.

Sl. No.	Name of the Faculty/Official and Designation	Portfolio
1	Dr. Rituparna Maiti, Addl. Prof., & Associate Dean (Academic).	Chairman
2	Dr. Asha P Shetty, Professor-cum-Principal, CoN.	Member
3	Dr. Sudipta Ranjan Singh, Addl. Prof., FM&T.	Member
4	Mr. B.B. Mishra, Registrar.	Member
5	Mr. Sudhir Pradhan.	Member
6	Mr. Cherukuri Kamaraju, Asst. Security Officer.	Member

The above Committee shall submit their recommendation to Administration for approval of Competent Authority at the earliest of issue of this order.

(एस.के.पाणि/ S.K. Pani),

वरिष्ठ प्रशासनिक अधिकारी/Senior Administrative Officer,

एम्स, भुवनेश्वर/AIIMS, Bhubaneswar.

To,

The Chairman & Members of the Committee.

Copy to: -

1. P.S to Director-for kind information of the Director.
2. P.S to Dean (Academic) for kind information.
3. P.S to DD(A) for kind information.



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All India Institute of Medical Science,
Sijua, Patrapada, Bhubaneswar-751019

AIIMS/BBSR/Admin/OO/14/793

Dt: 09.06.2020

OFFICE ORDER

In supersession of the previous order dated 05.02.2018, the existing designated Committee has been reconstituted under the Chairmanship of Prof. (Dr.) Sachidananda Mohanty, Medical Superintendent to look into the availability of sitting space and device the principle for allotment of the same to the newly joined Faculties/Officials.

SI.No	Name of Faculty and Officers	Committee
1.	Prof. (Dr.) Sachidananda Mohanty, Medical Superintendent	Chairman
2.	Dr. Binod Kumar Patro, Additional Professor, Dept. of CM & FM	Member
3.	Shri K. P. Mishra, Superintending Engineer, Dept. of Engineering	Member
4.	Shri S.K. Pani, Senior Administrative Officer, Dept. of Administration	Member
5.	Shri Sudhir Kumar Pradhan, Assistant Administrative Officer	Convener

This has the approval of the Competent Authority.

एस.के. पाणि / (S. K. Pani)

वरिष्ठ प्रशासनिक अधिकारी / Senior Administrative Officer

एमएस, भुवनेश्वर / AIIMS, Bhubaneswar

To,

The Chairman and Members of the Committee

Copy to :

1. PS to Director for kind information of the Director.
2. Dean, DD(A), JMS, FA, Chief Hostel Warden, Professor-cum-Principal, CON, Registrar, AMS, EE (Civil), AE (Elect), C & FAO, ACE, Senior Librarian, SPSO & AAO for kind information.
3. All HODs and In-Charge HoDs for kind information.
4. FAAIIMS, Bhubaneswar for information
5. Office Order file.



अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर
All India Institute of Medical Sciences, Bhubaneswar
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Sijua, Post: Dumuduma, Bhubaneswar – 751019

AIIMS/BBSR/Admin/14 / 2721

Date: 26.08.2021

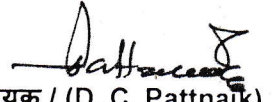
OFFICE ORDER

Sub: Constitution of Annual Report Committee for timely preparation and submission of Annual Report for the year 2020-21: regarding.

Competent Authority is pleased to reconstitute the Annual Report Committee under the Chairmanship of Dr. Sonu Hangma Subba, Professor & HoD, Dept. of CM & FM alongwith the following Members for timely preparation and submission of the Annual Report of the Institute for the year 2020-21.

Sl. No.	Name of the Faculty/Official and Designation	Portfolio
1.	Dr. Sonu Hangma Subba, Professor, Dept. of CM & FM.	Chairperson
2.	Dr. Bishnu Prasad Patro, Additional Professor, Dept. of Orthopaedic.	Member
3.	Dr. Jawahar Sreevihar Kunjan Pillai, Additional Professor & JMS, Dept. of Hospital Administration.	Member
4.	Dr. Suchanda Sahu, Additional Professor, Dept. of Biochemistry.	Member
5.	Dr. Samapika Routray, Associate Professor, Dept. of Dentistry.	Member
6.	Dr. Bikash Ranjan Meher, Associate Professor, Dept. of Pharmacology.	Member
7.	Dr. Pradeep Kumar Singh, Assistant Professor, Dept. of General Surgery.	Member
8.	Mrs. Hepsi Bai J. Lecturer/Assistant Professor, College of Nursing.	Member
9.	Dr. Abhisek Mishra, Assistant Professor, Dept. of CM & FM.	Member Secretary

The Committee is required to prepare and submit the final Annual Report for the FY 2020-21 to the Competent Authority for onward transmission to the Ministry by 15th November, 2021.


डी. सी. पटनायक / (D. C. Pattnaik)
प्रशासनिक अधिकारी / Administrative Officer
एम्स, भुवनेश्वर / AIIMS, Bhubaneswar

To,

The Chairperson and all Members of the Committee for kind information and necessary action.

Copy to :-

1. PS to Director for kind information of the Director.
2. Dean (Academic/Research/Examination), MS, DD (A), Chief Hostel Warden, FA, JMS, Registrar, AMS, SE, EE (Elect), EE (Civil), F & CAO I/C, SPSO, ACE, AO (Accounts) & AAOs (Hospital & Administration) for kind information and necessary action.
3. All HODs and In-Charge HoDs for kind information.
4. Professor-Cum-Principal, College of Nursing, AIIMS, Bhubaneswar for information.
5. Library-in-Charge, Central Library, Vigilance Cell, IT Cell, Rajbhasha Cell & Legal Cell for information and necessary action.
6. Accounts and Finance Division for information and necessary action.
7. Office Order file.



अखिल भारतीय आयुर्विज्ञान संस्थान
All India Institute of Medical Sciences, Bhubaneswar
(भारत सरकार के स्वास्थ्य एवं परिवार कल्याण मंत्रालय के तत्वावधान में एक सांविधिक निकाय)
(A Statutory Body under aegis of Ministry of H & F.W., Govt. of India)
सिजुआ, डाक: डुमुदुमा भुवनेश्वर -751019
Sijua, Post: Dumuduma, Bhubaneswar - 751 019

संख्या: एम्स/भुवनेश्वर/प्रशासन/वि.रा.का.स/637(क)/4306

दिनांक: 25/11/2021

कार्यालय आदेश

एम्स, भुवनेश्वर में श्री प्रमोद कुमार साहू, वित्तीय सलाहकार के रूप में कार्यभार ग्रहण करने तथा श्री रबीन्द्र शर्मा, राजभाषा सलाहकार का कार्यमुक्त होने के उपरांत विभागीय राजभाषा कार्यान्वयन समिति की सूची में निम्नलिखित आंशिक परिवर्तन करते हुए पुनर्गठन किए जाने की आवश्यकता है। अतः निम्नलिखित संकाय सदस्यों, अधिकारियों एवं कर्मचारियों को अध्यक्ष महोदया द्वारा नामित किया गया है:-

क्रम सं:	वि.रा.का.स के सदस्यगण	पदनाम	समिति में पदनाम
1.	डॉ. गीतांजलि पद्मनाभन	निदेशक	अध्यक्ष
2.	डॉ. देबाशीष होता	संकायाध्यक्ष (डीन) शैक्षणिक	सदस्य
3.	डॉ. सचिदानंद मोहंती	चिकित्सा अधीक्षक	सदस्य
4.	श्री प्रदीप कुमार राय	उप-निदेशक (प्रशासन)	सदस्य
5.	श्री प्रमोद कुमार साहू	वित्तीय सलाहकार	सदस्य
6.	डॉ. आशा पी शेड्डी	प्राचार्य, नर्सिंग महाविद्यालय	सदस्य
7.	श्री काली प्रसाद मिश्र	अधीक्षक अभियंता	सदस्य
8.	श्री बिधु भूषण मिश्र	कुलसचिव	सदस्य
9.	डॉ. गौरव छाबड़ा	सहयोगी प्रोफेसर विकृति विज्ञान एवं प्रयोगशाला चिकित्सा विभाग	सदस्य
10.	डॉ. पंकज कुमार	सहयोगी प्रोफेसर सामान्य शल्य चिकित्सा विभाग	सदस्य
11.	डॉ. मनीष तायवाड़े	सहयोगी प्रोफेसर सामुदायिक एवं पारिवारिक चिकित्सा विभाग	सदस्य
12.	श्री अनिल कुमार दास चौधरी	वरिष्ठ क्रय-सह भंडार अधिकारी	सदस्य
13.	श्री दिलीप चंद्र पटनायक	प्रशासनिक अधिकारी	सदस्य
14.	मो. सलीम गोलदार	सहायक प्रशासनिक अधिकारी	सदस्य
15.	श्री सुधीर कुमार प्रधान	सहायक प्रशासनिक अधिकारी	सदस्य
16.	श्री नारायण नंदा	वरिष्ठ हिंदी अधिकारी	सदस्य- सचिव
17.	श्री दिलीप कुमार मिश्र	कार्यालय अधीक्षक	सदस्य
18.	श्री बिक्की वर्मा	कनिष्ठ हिंदी अनुवादक	सदस्य
19.	श्री गोबिंद चौधरी	कनिष्ठ हिंदी अनुवादक	सदस्य
20.	श्री बिक्की कुमार साव	कनिष्ठ हिंदी अनुवादक	सदस्य

इस समिति की बैठक प्रत्येक तिमाही में नियमित रूप से आयोजित की जानी अपेक्षित है। जिसमें संस्थान में राजभाषा कार्यान्वयन पर आवश्यक निर्णय लिए जाएंगे। इस बैठक में सभी सदस्यों की उपस्थिति आवश्यक है, क्योंकि बैठक में लिए गए निर्णयों का अनुपालन अपने-अपने विभागों/अनुभागों में कर सकते हैं। सक्षम प्राधिकारी के अनुमोदन के उपरांत यह आदेश जारी किया गया है।

डॉ. सी.पटनायक
(डॉ. सी पटनायक)

प्रशासनिक अधिकारी
एम्स, भुवनेश्वर

प्रतिलिपि:-

- 1) अध्यक्ष राजभाषा कार्यान्वयन समिति के कृपया सूचनार्थ।
- 2) विभागीय राजभाषा कार्यान्वयन समिति, एम्स, भुवनेश्वर के सभी सदस्यों के कृपया सूचनार्थ।



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अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर
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Sijua, Post: Dumuduma, Bhubaneswar – 751019

AIIMS/BBSR/Admin/Type-IV Qtrs/613/4213

Date: 16.11.2021

OFFICE ORDER

As per the orders of the Competent Authority a Standing Committee under the Chairmanship of Medical Superintendent alongwith the following Members is constituted to consider the request for allotment of out of turn allotment of quarters on Medical, Security and Functional grounds to Institute Official and Staff which will be regulated as per the guidelines stated below: -

Sl. No.	Name of the Faculty/Official and Designation	Portfolio
1.	Medical Superintendent	Chairman
2.	Financial Advisor	Member
3.	Dr. Bishnu Prasad Patro, Additional Professor, Dept. of Orthopaedic (Medical Cases only).	Member
4.	Dr. Sourav Sarkar, Associate Professor, Dept. of ENT (Medical Cases only)	Member
5.	Chief Nursing Officer	Member
6.	Superintending Engineer	Member
7.	Administrative Officer	Member Secretary

Criteria for allotment of out of turn allotment of quarter on medical ground: -

1. Recommendation of allotment of the Accommodation on Medical Grounds to Employees, Dependent/Children and Parents shall be done keeping in view the Type of Accommodation which the officers could have procured at that time on the basis of seniority in the regular waiting list.
2. Request for Ground Floor Accommodation will be allotted on the specific recommendation of the Committee. However, for this purpose all floors in multistoreyed building with lift facility will be considered at par with ground floor.
3. Medical Certificate of the Medical Board endorsed by MS including one-month prescription slips issued by the treating Hospital should be enclosed. The Medical Certificate should specifically indicate the nature and extent of disease and the disability caused by it.
4. Dependency and relationship of the Patient should be established through EHS Card and self declaration.
5. The Committee shall meet atleast once in three months to consider all applications received through proper channel.
6. The Committee shall consider discretionary allotment in the next below type of the entitlement of the officials concerned.
7. The Committee while recommending allotment to the Competent Authority shall give specific reason for discretionary allotment and details of diseases for which allotment on medical ground shall be made and to be recorded.

8. The Committee may also consider and recommend for allotment of residential accommodation on any other cases of serving official on extreme compassionate ground.

9. All efforts shall be made to keep 5% of accommodation in all types of quarters, reserved for allotment on Medical Ground. However, at present as there is no vacancy in type-II,III & IV, allotment of reserved quarters to eligible Staffs/Officials on Medical Ground can only be made after new vacancies are created in such type of quarters, which they are entitled to.

डी. सी. पटनायक / (D. C. Pattnaik)

प्रशासनिक अधिकारी / Administrative Officer

एम्स, भुवनेश्वर / AIIMS, Bhubaneswar

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