

No. F.1(49) RKS/MS/RGMH/KLS/06/746-66
Govt. of Tripura
Office of the Medical Superintendent
District & RGM Hospital
Kailashahar, Unakoti.

Dated: Kailashahar
The 13th May, 2016.

ROGI KALYAN SAMITY, DISTRICT HOSPITAL & RGM Hospital, KAILASHAHAR.

Minutes of the meeting of the RKS, District Hospital & RGM Hospital, Kailashahar held on 4th May, 2016 at 3-30 PM in Conference Hall of Office of DM & Collector, Unakoti under the Chairmanship of District Magistrate & Collector, Unakoti.

The following personnels attended the meeting:

1. Smti Kalpana Debnath, Sabhadhipati, Zilla Parishad.
2. Smti Minati Bhattacharya, Chairperson, Municipal Corporation.
3. Dr. Satyajit Pal, Medical Superintendent
4. Dr. Dilip Karmakar, Chief Medical Officer, Unakoti.
5. Sri Ratan Majumdar, SDPO, Kailashahar.
6. Sri Ajit SuklaDas, SDM, Kailashahar.
7. Dr. Aminul Islam, SDMO, RGM hospital, Kailashahar.
8. Sri Purnendu Gautam, SDO, PWD, Kailashahar.
9. Sri Sourav Bhattacharjee, JE, DWS, Kailashahar.
10. Sri Gopesh Ghosh, SDCDA, RGM Hospital, Kailashahar.
11. Sri Gopal Debnath, Gr C staff, RGM hospital.
12. Sri Kanchanmoy Das, SCA, RGM Hospital, Kailashahar.
13. Sri Amar Sarkar, Gr C staff, District Hospital.
14. Sri Sunil Debburma, Gr. D staff, RGM hospital.
15. Smti. Domnailo Halam, Ward master, District Hospital.

At first, the Chairman welcomed all the participants and then the discussions started and the following resolutions taken:-

AGENDAS:

1. Resolutions of the earlier meeting.
2. Registration of the Society.
3. Performance of RKS.
4. Fund Position. Income & Expenditure.
5. Transfer of funds- permission from house.
6. Cleanliness of hospital.
7. Waste disposal
8. Emergency purchase of medicines/OT medicines and accessories
9. Purchase of Laboratory reagents.
10. Maintenance, Repair of hospital building & quarters.
11. Electrical system of RGM Hospital and District Hospital.
12. Generator for District Hospital.
13. RKS laboratory.
14. User fee.

Discussions and Resolutions:

1. Registration of the RKS Societies of both the hospitals: MS stated that the Registration of both the hospitals complete.
Discussion: Regarding separation of Accounts.

House resolution:

- Proposal for new DDO for RGM hospital shall be taken up with DHS for approval of separate account.
- One Cashier will be placed for RGM Hospital by Chief Medical Officer, Unakoti.
- Proposal to be sent to DHS for utilisation of existing staff for two establishments. (within 10th of May, 2016)
- Additional Secretary, Finance to be requested with the name of new DDO for issuing Password, ID etc. for online fund management.
- One clerical staff should be placed from District Hospital to RGM Hospital.

2. Fund:

The total Rs. 9, 09, 048.00 has been received and the balance is RS. 2,85, 074.00. Now as the both Societies have been registered, new Account is to be immediately opened for RGM hospital. CMO will place fund for two organisation after opening of new account for newly registered society.

3. Performance: of last year and resolution taken for this year.

- Surgical Camp- This year also attempt should be taken up for organising Surgical camp with wide publicity.
- Gynae Camp shall also be organised.
- Repair of toilets, wards, windows, doors of RGM Hospital- approved in earlier meeting and executed.
- Repair of one Quarter for one Medical Officer- repair done within the allotted fund of Rs. 30,000.00. But for Electricity- an amount of Rs. 3500.00 has been approved by the house.
- Emergency purchase of medicine, laboratory reagents- For RGM Hospital: Rs. 50,000.00 for medicine and Rs. 50,000.00 for reagents can be incurred for emergency purchase keeping proper records and following all codal formalities.
- For District Hospital- Rs. 25,000.00 for medicine and Rs. 25,000.00 for purchasing X-Ray films for Digital X-ray unit can be incurred keeping records and following purchase system for good Office.
- Security Guards: an amount of Rs. 15,000.00 are being incurred every month.
- Maintenance of Garden of RGM Hospital- KMC will be requested to look after the Garden.
- Garden of District Hospital- Zilla Parishad will be requested to consider.
- One Domestic Freezer purchased and One Coffin made- as per earlier decision.
- Emergency purchases for the benefit of patients and hospital: MS is authorised to incur an expenditure of Rs. 10,000.00 at a time as and when necessary if necessary purchases or any other purpose are required to combat urgent situation.

4. Cleanliness of Hospital- The cleanliness of District Hospital is satisfactory; but for RGM Hospital, better cleanliness is necessary. The Outsourcing society is not obeying the contracts. The matter has been informed to DHS time to time as MS stated. The Society was called many a times to meet the MS- but in vain. House decided to take up the matter with DM & Collector with all relevant documents and the matter will be produced to higher authority. Regarding Cleanliness: As per earlier resolution as Sri Birajit Sinha, MLA proposed to organise few awareness programme among the Panchayats, local clubs, PRI members and the people- the same will be organised immediately. Action: MS & SDMO.

5. Birth & Death section:

- One of the two staff of RGM Hospital will be shifted to District Hospital immediately. Each will do the duties both of Birth and Death Section as MS will clear their duties.
 - The existing Computer (out of order - requisition received from Birth & Death section) is to be repaired immediately and a new Computer is to be purchased after maintaining codal formalities. (Requisition received).
 - For internet connection, BSNL Office will be requested.
6. For untrained Laboratory Technician posted in different PHCs, training will be conducted in RGM Hospital for 7 days by the Pathologist. After consulting with the pathologist, the date will be intimated to CMO. By June, 2016, the training part will be over.
7. **Waste Disposal:** This is very important issue. KMC is responsible for the disposal and a part amount will be incurred from RKS fund. If this disposal is not done early, there will be great pollution problem. Report will be made by CMO and to be placed to DM & Collector and SDM, KMC- after which the matter will be solved with priority.
8. For the existing Deep tube well (out of order)- Motor has to be changed. PWD and DWS will take necessary action.
9. Regarding maintenance work of RGM hospital building (like floor raising, Toilet pipeline, road to Morgue, Main gate maintenance, Drainage system of RGM hospital - PWD department will look after and do whatever is needed. It will be placed before the local PWD authority.
10. One shutter machine (for disposal of Plastic material) was placed by the earlier DM & Collector. It is not working. Repairing works to be done and it shall be put in use. The meeting ended with thanks to the Chair.

Dr. Satyajit Pal
Medical superintendent
District Eye Surgeon.
District Hospital
Kailashahar.

Copy To:-

1. Smti Kalpana Debnath, Sabhadhipati, Zilla Parishad.
2. Sri Prasenjit Sinha, Sahasabhadhipati, Zilla Parishad.
3. Sri Birajit Sinha, Hon'ble MLA, Kailashahar.
4. Sri Samiran Malakar, Hon'ble MLA, Kumarghat.
5. Smti. Sandhya Rani Chakma, TTAADC
6. Smti Minati Bhattacharya, Chairperson, Municipal Corporation.
7. Sri P. R. Bhattacharya, DM & Collector, Unakoti.
8. Dr. Dilip Karmakar, Chief Medical Officer, Unakoti.
9. The Superintendent Engineer, PWD, Kumarghat.
10. Sri Ajit SuklaDas, SDM, Kailashahar
11. The Executive Engineer, PWD, Kailashahar.
12. Sri Ratan Majumdar, SDPO, Kailashahar.
13. Dr. Aminul Islam, SDMO, RGM hospital, Kailashahar.
14. Sri Purnendu Gautam, SDO, PWD, Kailashahar.
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