

**NO.F.1(61)/RKS/NHM/MOIC/2008-09**

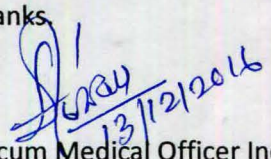
GOVERNMENT OF TRIPURA  
OFFICE OF THE MEDICAL OFFICER INCHARGE  
KUMARGHAT CHC, KUMARGHAT  
UNAKOTI TRIPURA

Dated, Kumarghat, The 13<sup>th</sup> December, 2016

**MEETING MINUTES**

1. At the outset, with due permission of the Chairperson of the RKS, Kumarghat CHC, the Medical Officer In charge initiated the meeting on 30/11/2016 at 11.30 A.M. by welcoming all participants and discussed in details about the RKS's aims and objective, functions and guidelines.
2. Hard copies of Aims and objectives, Functions and guidelines of RKS are distributed to all participants.
3. The Medical Officer In charge presented about the performances of the Kumarghat CHC and different pros and cons faced in running the CHC.
4. The Administrative cum Account Assistant (AAA) presented the financial statement for the FY 2015-16 and FY 2016-17. He stated that during the year 2015-16, the RKS, Kumarghat CHC had received Rs 377000/ (Rupees Three Lacs and Seventy Seven Thousands). Out of which Rs 366066/= (Rupees Three Lacs Sixty Six Thousands & Sixty Six) were spent. Rest amount of Rs.10,934/= is kept for AUDIT purpose. He also stated that Rs 446000/ (Rupees Four Lacs Forty Six Thousands) only are approved as per ROP for the FY 2016-17. But no fund is released by the authority till date. He also requested to approve the outstanding bill of Rs 58,212/= (Rupees Fifty eight Thousands Two Hundred Twelve) only for disbursement and the same is approved by the samiti.
5. The Medical Officer In-charge, in detail, discussed the shortage of necessary medicines, and different items/materials/logistics and placed a list (ANNEXED) of the same to the RKS, Kumarghat for kind approval for purchase as per Government norms. The RKS had a thorough discussion on the list and approved the list as presented.
6. The Chairperson RKS, Kumarghat CHC requested the MOIC to prioritize the medicines/items /materials /logistics presented for approval for urgent procurement and find out any other fund approved in the ROP 2016-17 for the same purpose. She also requested the MOIC to convene a meeting of RKS by the 3<sup>rd</sup> week of December 2016.

Finally, the meeting ended with vote of thanks.

  
Executive Secretary cum Medical Officer Incharge  
Rogi Kalyan Samiti, Kmarghat CHC  
Unakoti, Tripura



**Name of Participants :**

1. Smt. Anamika Malakar, Chairperson, Kumarghat M.C.
2. Smt. Lalenthingi, DCM, Kumarghat M.C.
3. Dr. Alak Dewan, M.O.I.C. Kumarghat CHC
4. Dr. (Smt) Swapna Debbarma, M.O. Kumarghat CHC
5. Mr. Nripendra Maklakar, Member, Zilla Parisad
6. Smt. Chuthangpuii Darlong, Staff Nurse, Kumarghat CHC
7. Smt. Shiuli Deb, Staff Nurse, Kumarghat CHC
8. Mr. Kamini Debbarma, GDA, Kumarghat CHC
9. Mr. Rana Chowdhury, AAA, Kumarghat CHC

**Copy to :**

1. The Chief Secretary, NHM Tripura for kind information.
2. The Member Secretary, NHM Tripura for kind information.
2. The Chief Medical Officer, Kailashahar, Unakoti Tripura for kind information.
3. The Block Developing Officer, Kumarghat RD Block for kind information.
4. The Hon'ble MLA, 50 Pabiacheera for kind information.

*[Handwritten Signature]*  
13/12/2016



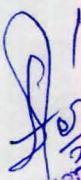
The following points /items/Particulars required for Kumarghat CHC for the financial year 2016-17 are placed to the RKS, Kumarghat CHC for kind approval Please.

SI No	Particulars	Qty. Requirements	Remarks
1.	OPD Tickets	5000	For OPD
2.	Emergency Tickets	5000	For Emergency
3.	Bed Head Tickets	5000	For IPD
4.	Discharge Certificate	2500	
5.	Referral Certificate	1000	
6.	BP Instrument	04 Nos	
7.	Baby Weighing Machine	02 Nos	Labour Room
8.	Disposable Syringe 2cc	5000 Nos	
9.	Disposable Syringe 5cc	5000 Nos	
10.	Disposable Syringe 10cc	5000 Nos	
11.	Surgiblades	100 Nos	
12.	Plastic Buckets 50 Litres Red, Yellow	10 Nos	
13.	Blood Grouping Reagent	5 Boxes	For Lab
14.	Blood Sugar Strip	500 Nos	For Lab
15.	HbsAg Kit	500 Nos	For Lab
16.	Hb Tube	05 No	For Lab
17.	Glass Slide	1000 Nos	For Lab
18.	Disposable Syringe 2cc	1000 Nos	For Lab
19.	Footstep wooden	08 Nos	
20.	Height Measuring Stand	03 Nos	
21.	Attendant Stool, Plastic/ Wooden	30 Nos	
22.	Bedside Attendant Chair, Plastic	30	
23.	Waiting Bench for Patients/Attendants, Wooden	10	
24.	Ceilling Fan	09	
25.	Tube Light set	12	
26.	Domestic Refrigerator, 175 Litres	01	
27.	Inj Diclofenac	500 Amps	
28.	Inj Deriphyllin	100 Amps	
29.	Inj Lasix	100 Amps	
30.	Silverex Ointment	20 Container	
31.	Simple Rubber Cathether No 14/16	50 Nos	
32.	Inj Diazepam	50 Amp	

*[Signature]*  
30/11/2016  
Executive Secretary  
Kalyan Samiti  
Kumarghat C.H.C  
T. 2016



Sl No	Particulars	Qty. Requirements	Remarks
33.	X-ray film developer	12 Packs	
34.	X- ray film fixer	06 Packs	
35.	Office Table (Secretary type)	03 Nos	
36.	Steel Almirah	02 Nos	
37.	Hub Cutter/Needle destroyer	05 Nos	
38.	Plus	01	Pump Operator
39.	Syntax	01	
40.	Fex Printing on various Health Issues of different sizes	15 Nos	
41.	Name plates for different rooms	45 Nos	
42.	Inj Xylocaine 2%	10 Vials	
43.	Suture Needle cutting edge Large	10 Packets	
44.	Suture Needle cutting edge Medium	10 Packets	
45.	Suture Needle cutting edge Small	10 Packets	
46.	Suture Needle Round Body Large	10 Packets	
57.	Suture Needle Round Body Medium	10 Packets	
58.	Suture Needle Round Body Small	10 Packets	
59.	Swab Stick ( Steel )	10 Nos	
60.	Betadine Solution 1Litres	50 Bottles	
61.	Electrical Sterilizer Medium	05 Nos	
62.	White Wash Labour room and Maternity room		
63	Sthethoscope	05 Nos	
64	Inj Fortwin	250 Amp	
65.	Close Circuit Camera 5 unit	01 set	
66.	Printer cum Xerox cum Scanner	01 no.	

  
 30/12/2016  
 Executive Secretary  
 P. Kalyan Samiti  
 Marghat C.H.C  
 Triburu