

Village –Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

Maintenance committee

Minutes of the meeting

DATE: 15 JAN 2021

Time: 2:00PM

Agenda: The meeting of Maintenance committee was held on 15 Jan 2021 at 2pm in hospital conference hall. The agenda of the meeting was

- To review facility round report
- To take measures for improvement

The following members attended:-

1-Mr. R.S. Ranawat (Director	planning and A	Administration)	- Chairperson
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C. Yadav (Additional Director) - Me	mher Secretan
- Me	mher

3- Mr. Sudhir joshi (Civil Engineering)	- Member

- Men	nber
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6-Mr. Shubham Saini	(Transport)	- Member

1	'-Mr. Ghanshyam	Vishwakarma	(Electrician)	- Member

8-Mr. Lakhan Panwar	(IT Department)	- Mambar

9-Mr. Pankai	Kumar Singh (c	ivil store)	- Member

10-Mr. Manibhushan Singh (Laundary /Oxygen) - Member

Registrar Malwanchar University Indore (MP)



Village –Index City Near Khudai 18.135-A, Nemawar Road, Dist. Indore (M.P.) 452016

MINUTES OF THE MEETING:

Director planning and administration presided over the meeting Mr. Abhishek Bhadoria (facility Manager) presented the report.

- On third floor of the hospital at several places open electric wires are present:
 - AIR- to solve the problem Mr. Manoj Sharma Incharges electricity was order to rectify it within two days and report the compliance.
- In OPD area leaking of tap was recorded.
 AIR- Plumber was called and instructed to get it repaired immediately to avoid any incidence of fall.
- Replacement of tube lights with LED bulb.
 AIR- electrician was asked to get LED bulb issued from store and replace tube lights.
- Signage's in certain places needs repainting.
 AIR- Mr. Abhishek was instructed to arrange for painting and replacement of damaged ones.
- 5. Biomedical waste collection is not proper in wards on second floor. AIR- The house keeping staff and nursing staff needs proper training and monitoring staff nurses should be instructed for proper collection.
- Cleaning of lecture halls & class rooms is not done every day.
 AIR-Class four staff to be monitored by supervisor of different facilities.
- 7. Toilet cleaning should be ensured in morning, afternoon and evening shift. AIR- two day timeline was given to responsible persons and they were instructed to report compliance.

The meeting concluded with a vote of thanks

Signature of the Chairperson

Village –Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

Copy To:

- Vice Chairman
- Registrar
- Medical Dean
- Medical superintendent
- · HOI
- NABH Office
- · File



Malwanchal University



Name of Auditor - Abmishen Sings Signature Abmishen Sings Rev-00			core priesent.	electric comes	places open	at sevena	of the hospital	7	S. No Observations O	Person facility Hungary	Audit Date/Period :- Nov - Dcc - 2020 Time:	JAN 2021
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Date- 15 JAN 20								18 JAN .	Remarks Date of closure	Source of Observation: On site visit		



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Date- 15 JAN 2021

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Village -Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

Maintenance committee

Minutes of the meeting

DATE: 12 MAR 2021

Time: 2:00PM

Agenda: The meeting of Maintenance committee was held on 12 Mar 2021 at 2pm in hospital conference hall. The agenda of the meeting was

- · To review facility round report
- · To take measures for improvement

The following members attended:-

1-Mr. R.S. Ranawat	(Director	planning and	Administration)	- Chairperson
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2 Mr. R.C. Yadav (Additional Director). - Member Secretary

3- Mr. Sudhir joshi (Civil Engineering) - Member

4-Mr. Shoeb mansuri - Member

5-Mr. Abhishek Bhadoria (Facility Manager) - Member

6-Mr. Shubham Saini (Transport) - Member

7-Mr. Ghanshyam Vishwakarma (Electrician) - Member

8-Mr. Lakhan Panwar (IT Department) - Member

9-Mr. Pankaj Kumar Singh (civil store) - Member

10-Mr. Manibhushan Singh (Laundary /Oxygen) - Member

Malwanchal (MP)



Village –Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

MINUTES OF THE MEETING:

Director planning and administration presided over the meeting Mr. Abhishek Bhadoria (facility Manager) presented the report.

- In the kitchen of boys and girls hostel, the slab is broken and the edges are sharp to cause injury to the worker.
 - AIR- The kitchen coordinator and the facility manager were instructed to change the slab store immediately and report the compliance.
- 2. In the gas manifold, during facility rounds the rubber mats were torn & expired. The workers in the plant may get slip or cylinder may trip. AIR- The facility manager & the gas manifold incharge were asked to indent for new mats and follow the safety precautions.
- Opens wires found in laundry area.
 AIR- The electricians was instructed to rectify it within 2 days and report the compliance.
- 4. The ramp of emergency area was found chipped & broken.
 AIR- the facility manager was instructed to reconstruct the ramp and report compliance in a week.
- 5. Wires of CCTV Cameras found hanging all over in hospital premises. AIR- The IT incahrge & facility manager were instructed to rectify and report the compliance.

The meeting concluded with a vote of Thanks

Signature of the Chairperson

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Malwanchal (M.P.)



Village -Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

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- Medical superintendent
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DIRECTOR

ADMINISTRATION & PLANNING
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Regionar Malwanchal University



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Issue: 01/10/2020 (10/P)

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Date- 12 MAACH 202)



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Date- 12 MARCH 2021



MARCH 2021	FA	FACILITY INSPECTION REPORT	ON REPORT		
Audit Date/Period : JAN - PEB	Time:	Local	Location: HOSPITAL		
Person FACILITY MENAGER	~			Source of Obser	Source of Observation: On site visit
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Person	FACILITY MANAGLER	~			Source of Observ	Source of Observation: On site visit
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Date- 12 MARCH 202)

Signature

Name of Auditor -



Village –Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

Maintenance committee

Minutes of the meeting

DATE: 13 MAY 2021

Time: 2:00PM

Agenda: The meeting of Maintenance committee was held on 13 May 2021 at 2pm in hospital conference hall. The agenda of the meeting was

- To review facility round report
- To take measures for improvement

The following members attended:-

1-Mr R S Ranawat (Dire	tor planning and Administration)	- Chairperson
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2- Mr. R.C. Yadav (Additional Director) - Member Secretary

3- Mr. Sudhir joshi (Civil Engineering) - Member

4-Mr. Shoeb mansuri - Member

5-Mr. Abhishek Bhadoria (Facility Manager) - Member

6-Mr. Shubham Saini (Transport) - Member

7-Mr. Ghanshyam Vishwakarma (Electrician) - Member

8-Mr. Lakhan Panwar (IT Department) - Member

9-Mr. Pankaj Kumar Singh (civil store) - Member

10-Mr. Manibhushan Singh (Laundary /Oxygen) - Member

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Village –Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

MINUTES OF THE MEETING:

Director planning and administration presided over the meeting Mr. Abhishek Bhadoria (facility Manager) presented the report.

- 1. Water cooler found leaking in front of pharmacy of the hospital and due to the spillage of water there is risk of fall.
 - AIR- The facility Manager was instructed to call the plumber and arrange for the repair of water cooler.
- 2. The drainage system of central BMW area is not proper. AIR- The facility manager has been instructed to construct the drainage system in a proper manner and report the compliance.
- 3. The chairs & slab in the waiting area of the OPD's are broken and people have inconvenience in sitting.
 - AIR- the OPD Incharge has been instructed to write a requirement for the chairs & reconstruction of slab to the management and the facility manager to close the compliance.
- 4. The safety belts on wheelchair and stretchers not found. AIR- the facility manager has been instructed to check all the wheel chair & stretcher in the hospital and close the compliance.

The meeting concluded with a vote of Thanks

Signature of the Chairperson



Village –Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

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DIRECTOR

AUMINISTRATION & PLANNING

INDEX MEDICAL COLUMNING

& RESEARCH CENTRE

Registrar
Malwanchal University
Indore (M.P.)



Village -Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

Maintenance committee

Minutes of the meeting

DATE: 18 MAR 2022

Time: 2:00PM

Agenda: The meeting of Maintenance committee was held on 18 Mar 2022 at 2pm in hospital conference hall. The agenda of the meeting was

- To review facility round report
- To take measures for improvement

The following members attended:-

1	-Mr	RS	Ranawat	(Director	planning	and	Administration)	- Chairperson
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- Member Secretary 2- Mr. R.C. Yadav (Additional Director)

- Member 3- Mr. Sudhir joshi (Civil Engineering)

- Member 4-Mr. Shoeb mansuri

5-Mr. Abhishek Bhadoria (Facility Manager) - Member

- Member 6-Mr. Shubham Saini (Transport)

- Member 7-Mr. Ghanshyam Vishwakarma (Electrician)

- Member 8-Mr. Lakhan Panwar (IT Department)

- Member 9-Mr. Pankaj Kumar Singh (civil store)

10-Mr. Manibhushan Singh (Laundary /Oxygen) - Member

> lalwan al University 11.30.2 (M.P.)



Village -Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

MINUTES OF THE MEETING:

Director planning and administration presided over the meeting Mr. Abhishek Bhadoria (facility Manager) presented the report.

- Adequate sinks for hand washing are not available in surgery ward of the
 - AIR- the facility manager has been instructed to install the adequate washbasins in the ward and report the compliance.
- 2. Dirty & soiled linen segregation is not properly maintained PPE not available at the point of segregation, colour coded bins correct bags and posters not available in good condition.
 - AIR- the supervisor of the floor and facility manager has been instructed to take the complete round and complete the non compliance.
- 3. The side rails of the bed are not in proper condition. Taps in the toilets are not properly functional.
 - AIR- the floor supervisor and the facility manager has been instructed to take the round and present the action taken reports to the compliance.
- 4. The door of the sample collection area in lab is broken and the UPS system is kept open in central laboratory.
 - AIR- the lab incharge & facility manager has been instructed for the corrective action and report the compliance.

The meeting concluded with a vote of Thanks

Signature of the Chairperson

Malwanet & University Indote (M.P.)



Village -Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

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Registrar Malwanchal University Indore (MP)

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Issue: 01/10/2020

Malwanchal University

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Date- 18 max-2022

Signature (), ,

Name of Auditor - Abri Bret Singh



March 2022 Audit Date/Period: January 2002		FACILITY INSPECTION REPORT	ion: Has nita		
Audit Date/Period : Feb 3022 Time:	Time:	Locat	tion: Hospital		
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Issue: 01/10/2020

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Date 18 Mcx2022

Signature

Name of Auditor -



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	FACILITY INSPECTION		
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Person Facility Manager	Responsible		Date of closure
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Village –Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

Maintenance committee

Minutes of the meeting

DATE: 11 MAY 2022

Time: 2:00PM

Agenda: The meeting of Maintenance committee was held on 11 May 2022 at 2pm in hospital conference hall. The agenda of the meeting was

- To review facility round report
- To take measures for improvement

The following members attended:-

2- Mr. R.C. Yadav (Additional Director)

1-Mr. R.S. Ranawat (Director	planning and Administration) - Chairperson
------------------------------	--

3 Mr Sudhir joshi (Civil Engineering) - Member

4-Mr. Shoeb mansuri - Member

5-Mr. Abhishek Bhadoria (Facility Manager) - Member

6-Mr. Shubham Saini (Transport) - Member

7-Mr. Ghanshyam Vishwakarma (Electrician) - Member

8-Mr. Lakhan Panwar (IT Department) - Member

9-Mr. Pankaj Kumar Singh (civil store) - Member

10-Mr. Manibhushan Singh (Laundary /Oxygen)

Registrar
Malwanchal University
Indore (M.P.)

- Member

- Member Secretary



Village –Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

MINUTES OF THE MEETING:

Director planning and administration presided over the meeting Mr. Abhishek Bhadoria (facility Manager) presented the report.

- 1. The electrical panel in pharmacy area was found open and there is loose electrical wire.
 - AIR- the electrician and pharmacy manager has been instructed to take the corrective action and report the compliance.
- The IV stands, beds rails & equipments are rusted in the labor room.
 AIR- the supervisor of the floor and facility manager has been instructed to take corrective action & report the compliance.
- 3. The floor & wash basins found dirty and adequate soaps & mopping solution not found.
 - AIR- the store incharge and the HK head has been instructed foe corrective action.
- 4. The condemned material is stored at the backyard of the hospital which blocking the way and the rusted item is hazardous for environment.

 AIR- the facility manager has been instructed to make a list of condemned items & present it in the committee and to take corrective action and report the compliance.
- The fire extinguisher has exceeded the refilling date and the safety checklist is found incomplete.

AIR- the safety officer & facility manager has been instructed to take corrective action & report the compliance.

The meeting concluded with a vote of Thanks

Signature of the Chairperson

Malwanchal University



INDEX MEDICAL COLLEGE HOSPITAL & RESEARCH CENTER Village –Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

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- Medical Dean
- Medical superintendent
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- **NABH Office**
- File

Malwanenut University Indoire (M.P.)



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Issue: 01/10/2020

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Date- 11 MAY 2022

Signature ()

Name of Auditor-Abhi8hen singly



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Issue: 01/10/2020	Mahwanch				4.	brunned	Hicility	Superivisor		Responsible person		Location:	FACILITY INSPECTION REPORT	
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Date- 13 MAY 202)				16 May	Source of Observation: On site visit	
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Date- 13 M By 202		16 Musy	Remarks Date of closure	Source of Observation: On site visit		

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Malwanchal University

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Date- 13 MAY 2021

Signature ()



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Date- 11 MAY 2022



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Village -Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

Maintenance committee

Minutes of the meeting

DATE: 12 JAN 2022

Time: 2:00PM

Agenda: The meeting of Maintenance committee was held on 12 Jan 2022 at 2pm in hospital conference hall. The agenda of the meeting was

- To review facility round report
- To take measures for improvement

The following members attended:-

1-Mr. R.S. Ranawat (Director planning and Administration) - Clidit	S. Ranawat (Director planning and Administration) - Chairpe	rson
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2- Mr. R.C. Yadav (Additional Director) - Member Secretary

3- Mr. Sudhir joshi (Civil Engineering) - Member

4-Mr. Shoeb mansuri - Member

5-Mr. Abhishek Bhadoria (Facility Manager) - Member

6-Mr. Shubham Saini (Transport) - Member

7-Mr. Ghanshyam Vishwakarma (Electrician) - Member

8-Mr. Lakhan Panwar (IT Department) - Member

9-Mr. Pankaj Kumar Singh (civil store) - Member

10-Mr. Manibhushan Singh (Laundary /Oxygen) - Member

Malwanchal University Indore (MP)



Village -Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

MINUTES OF THE MEETING:

Director planning and administration presided over the meeting Mr. Abhishek Bhadoria (facility Manager) presented the report.

- 1. The toilets in the OPD & admin areas are sticking and the taps are leaking with no proper flushing system working.
 - AIR- the floor supervisor has been instructed to make it clean by the HK staff and also has been asked to call the plumber and construct the flushing & tap system as soon as possible.
- 2. The lights & sound system in the lecture hall of the hospital is not properly working.
 - AIR- the incharge of the lecture hall has been instructed to take the necessary action and report the compliance.
- 3. The lifts are not clean and the lift safety instruction signage is not proper and the phone for emergency calls in the patients lift is not working.

 AIR- The electricians and the facility manager has been instructed for corrective action and report the compliance.

The meeting concluded with a vote of Thanks

Signature of the Chairperson

Revisitrati Malwanchal University Indore (M.P.)



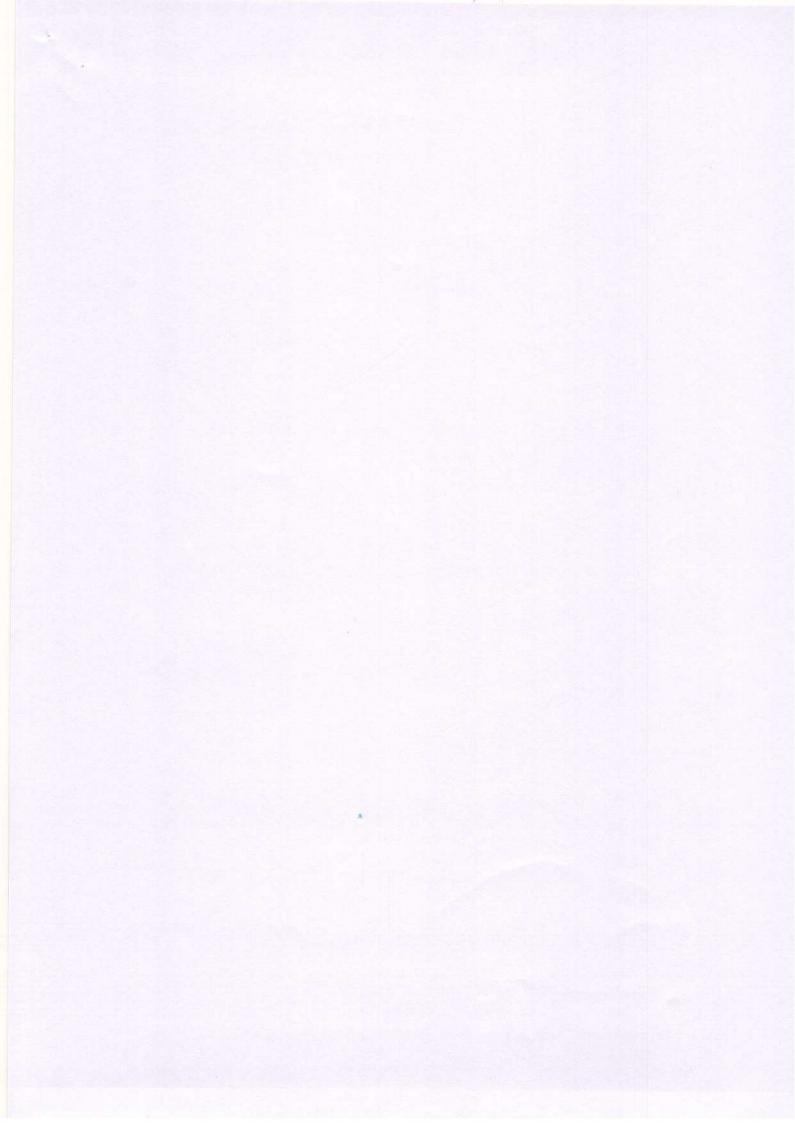
Village –Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

Copy To:

- Vice Chairman
- Registrar
- Medical Dean
- Medical superintendent
- · HOI
- · NABH Office
- · File

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Registrar Malwanchal University Indore (M.P.)





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Issue: 01/10/2020

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Issue: 01/10/2020

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Maintenance committee

Minutes of the meeting

DATE: 15 SEP2022

Time: 2:00PM

Agenda: The meeting of Maintenance committee was held on 15 Sep 2022 at 2pm in hospital conference hall. The agenda of the meeting was

- To review facility round report
- To take measures for improvement

The following members attended:-

1-Mr. R.S. Ranawat (Director	planning and Ad	dministration)	- Chairperson
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2- Mr. R.C. Yadav (Additional Director)

- Member Secretary

3- Mr. Sudhir joshi (Civil Engineering)

- Member

4-Mr. Shoeb mansuri

- Member

5-Mr. Abhishek Bhadoria (Facility Manager)

- Member

6-Mr. Shubham Saini (Transport)

- Member

7-Mr. Ghanshyam Vishwakarma (Electrician)

- Member

8-Mr. Lakhan Panwar (IT Department)

- Member

9-Mr. Pankaj Kumar Singh (civil store)

- Member

10-Mr. Manibhushan Singh (Laundary /Oxygen)

- Member



INDEX MEDICAL COLLEGE HOSPITAL & RESEARCH CENTER Village –Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

MINUTES OF THE MEETING:

Director planning and administration presided over the meeting Mr. Abhishek Bhadoria (facility Manager) presented the report.

- Bed side rails in obstetrics ward are not found.
 AIR- the facility manager has been instructed for the corrective action.
- 2. The seepage in gynecology OT Since 1 week and ther is no infection control.
 - AIR- the civil engineer & facility manager has been instructed to take corrective action & report the compliance.
- 3. In the DG Room the door has no caution board and the hock is broken. The anti shock mate is also damaged.
 - AIR- the facility manager and electrician has been instructed to take the corrective action & report the compliance.
- 4. The railing of the ramp in the porch area is broken and the vulnerable patients have inconvenience to walk on it.
 - AIR- the civil engineer and facility manager has been instructed to take the corrective action & report the compliance.

The meeting concluded with a vote of Thanks

Signature of the Chairperson

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Copy To:



Village –Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

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- Registrar
- Medical Dean
- Medical superintendent
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- File

DIRECTOR
ADMINISTRATION & PLANNING
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15 SEP 2022



Village -Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

Maintenance committee

Minutes of the meeting

DATE: 13 JULY 2022

Time: 2:00PM

Agenda: The meeting of Maintenance committee was held on 13 July 2022 at 2pm in hospital conference hall. The agenda of the meeting was

- To review facility round report
- To take measures for improvement

The following members attended:-

1-Mr. R.S. Ranawat (Direct	or planning and Administration) - Chairperson
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2- Mr. R.C. Yadav (Additional Director) - Member Secretary

3- Mr. Sudhir joshi (Civil Engineering) - Member

4-Mr. Shoeb mansuri - Member

5-Mr. Abhishek Bhadoria (Facility Manager) - Member

6-Mr. Shubham Saini (Transport) - Member

7-Mr. Ghanshyam Vishwakarma (Electrician) - Member

8-Mr. Lakhan Panwar (IT Department) - Member

9-Mr. Pankaj Kumar Singh (civil store) - Member

10-Mr. Manibhushan Singh (Laundary /Oxygen) - Member

Malwandlal University



Village -Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

MINUTES OF THE MEETING:

Director planning and administration presided over the meeting Mr. Abhishek Bhadoria (facility Manager) presented the report.

- Adequate bins for collection of dirty & soiled linen and proper PPE for the collection of waste not found in all the floors of the hospital.
 AIR- the floor supervisor and the facility manager has been instructed to take the corrective action & report the compliance.
- The stairs tiles are chipped & broken in all staircase of the hospital.
 AIR- the civil engineer has been instructed to arrange for the corrective action & report the compliance.
- 3. The shelves of the intensive care units for the monitor are broken and unsafe. It may harm the patient and the monitors may be damaged.
 AIR- the facility manager has been instructed to take the corrective action & report the compliance,
- 4. The door of the emergency area is damaged by the ambulance since many days and grills of the door are hazardous for patients & attainders. AIR- the ER coordinator and the facility manager has been instructed to take the corrective action immediately and report the compliance.

The meeting concluded with a vote of Thanks

Signature of the Chairperson

Malwans (AP)



Village –Index City Near Khudel NH59-A, Nemawar Road, Dist. Indore (M.P.) 452016

Copy To:

- Vice Chairman
- Registrar
- Medical Dean
- Medical superintendent
- HOI
- NABH Office
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Issue: 01/10/2020 Malwanchal Univers

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Date- 13 July 2022



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Issue: 01/10/2020 Malwanchal on F

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Date- 13 July 2022

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