

**OFFICE OF SECRETARY
MEDICAL EDUCATION AND RESEARCH, PUNJAB (India)**

Subject : Review meeting regarding Punjab Institute of Medical Sciences Project, Jalandhar.

In chair:

Mr. Sarvesh Kaushal, IAS
Secretary Medical Education and Research, Punjab

Present :

1. Mr. K.S. Pannu, IAS, Director Principal
2. Dr. A.S. Thind, Coordinator PIMS
3. Mr. S.K. Madan, ACFA, PIMS
4. Mr. Rajinder Kumar, Cashier

Gist of discussions / decisions :

1. Compliance of decisions of Governing Body Meetings dated 28.7.2005 and 25.8.2005 :-
 - (i) Release of ACA of Rs. 10 Crores, received by FD in January 2003, held up. Present status of the case not known. Coordinator to inquire and inform. DP to pursue the matter.
 - (ii) Release of Rs. 5 Crores to PAU. Order of the Governing Body under the Chairman be implemented and payment made. Release of ACA should not be linked as a condition to implement this decision.
 - (iii) Release of Rs. 29.96 Crores from PUDA. Communications to SHUD, CA PUDA, CS issued by SMER. Coordinator to follow up. DP should have a meeting with CA PUDA and secure releases.
 - (iv) Vacation of premises of PIMS by PHSC : To be pursued by DP.
 - (v) Exemption from building application fee : No intimation received from Municipal Corporation. Draft DO reminder from CS to PSLG, with copy to PSCM.
 - (vi) Ratification of agreement of M/s Gautam Shah and Associates : Fact sheet containing the details of procedure arriving at competitive architectural fees fixed @4% be brought out by the DP and put up within seven working days to the undersigned.
 - (vii) CM's communication dated 30.8.2005 to P.M. requesting for Longowal Institute Model for PIMS Jalandhar. PM has acknowledged CM's letter, but no "approval in principle" has been received. Draft DO letter (Reminder) from CM to PM; and DO letter from SMER to PRC Punjab New Delhi, enclosing a copy of CM's letter to PM, for following up the matter.
 - (viii) A comprehensive agenda for meeting with PHSC under CS be prepared to decide on items of expenditure on ongoing / essential works within 7 working days as ordered by SMER on 19.10.2005.

2. Working of various bodies / committees of PIMS :

Name	Chairman	Last Meeting Held
(i) Governing Council	CM	25.8.2005
(ii) Coordination Committee	Dy CM	28.8.2001
(iii) Steering Committee	C.S.	Not Known ?
(iv) Administrative Committee	PSCM	Not Known ?
(v) Executive Committee	SMER	Not Known ?
(vi) Building & Works Committee	SMER	13.7.2005
(vii) Finance Committee	SMER	22.10.2003
(viii) Equipment & Store Purchase	Director	1998
(ix) Selection Committee	Director PGIMER	Not Known ?
(x) Selection Sub Committee	SH&FW	Not Known ?
(xi) Architectural Committee	Shri JR Bhalla President Council Of Architects	1998/ 1999 ?

There is a dire need to rationalize the management structure of the PIMS by reducing the number of Committees. DP should study the scope of work of such committees and propose amalgamation of the existing committees to a manageable number and size.

Latest proceedings of the meetings of all Committees should be displayed on Department's website. Coordinator to ensure compliance within 2 weeks.

List of pending actionable points be prepared and put up to competent authorities concerned.

3. Managerial Staff Position :

- (i) Director Principal : SSMER (Additional Charge)
- (ii) Mr. S.K. Madan, ACFA
- (iii) Dr. A.S. Thind (Coordinator) Additional Charge

*Put up a case for consideration of Governing Body to have the following posts for the efficient execution of the project:

1. Director Technical : Retired Chief Engineer of Punjab Government with rich experience of civil, electrical and mechanical works, particularly related to Hospital Works, at last pay drawn minus pension. It is imperative to have him in the management team to acquire suitable capacity to deal with Consultant and construction agencies, and oversee the construction and facility creation.
 2. Director Medical / Medical Superintendent : Additional charge can be given to one of the suitable doctors in the Department without any additional expenditure.
 3. Registrar : Additional charge can be given to one of the suitable doctors in the Department without any additional expenditure.
- It may be worthwhile for the sake of efficiency to maintain a functional work centre / communication office of PIMS at Chandigarh under the Coordinator by sparing a cabin and some of the existing staff of PIMS in DRME Office / Office of SSMER/ SMER.

Sarvesh Kaushal, IAS
Secretary Medical Education and Research
4.11.2004

SSMER
Director Principal
Coordinator
ACFA
Cashier

A copy of the above is sent for kind information to :

1. Chief Secretary to Government of Punjab, Chandigarh
2. OSD/ Dy CM
3. PSCM
4. PS/SMER