

Date: 26-06-18

CIRCULAR

Dear All,

This is to inform all the member that a meeting of BMW Management Committee will be held on-

Date: 27-06-18

Time: 1:00 pm




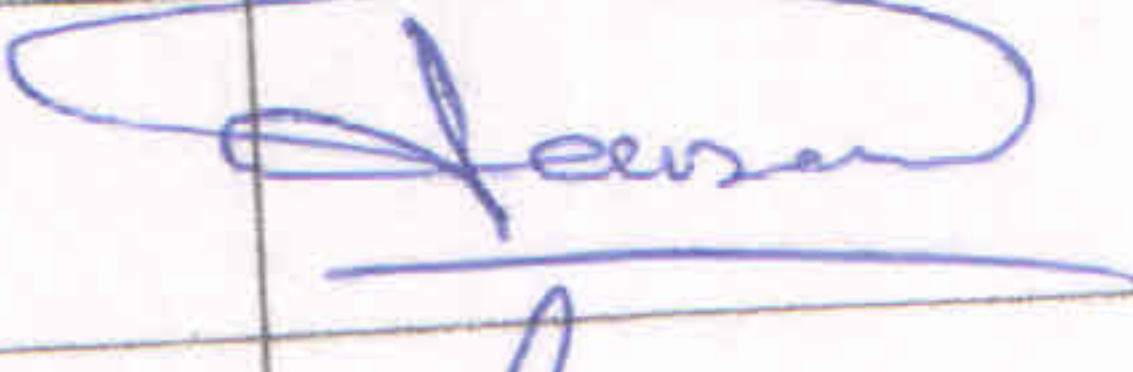
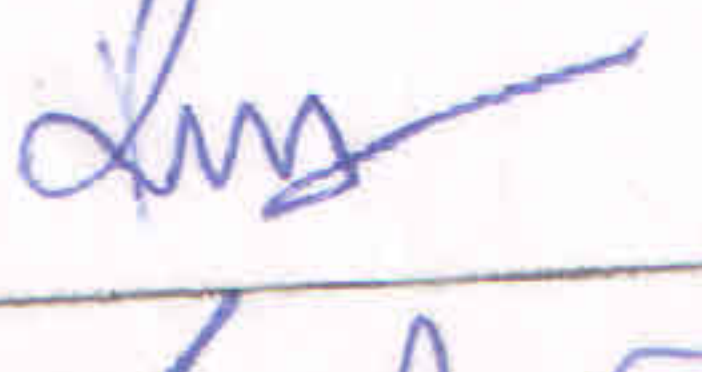
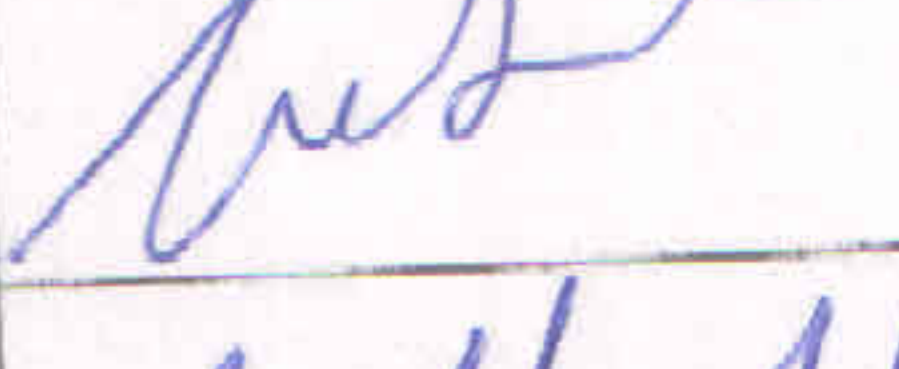
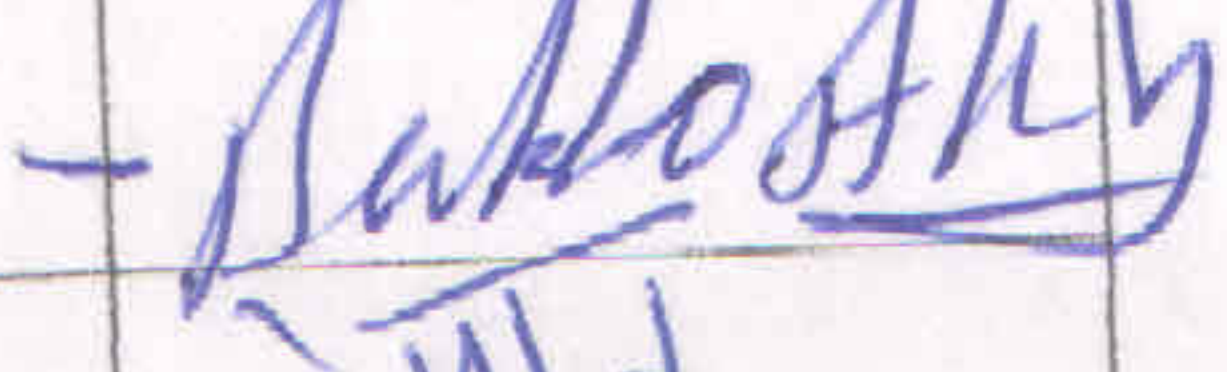
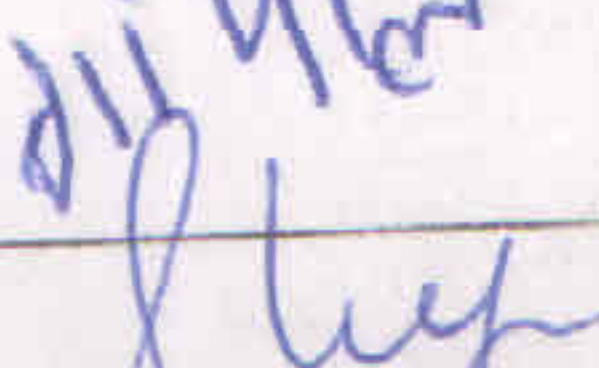
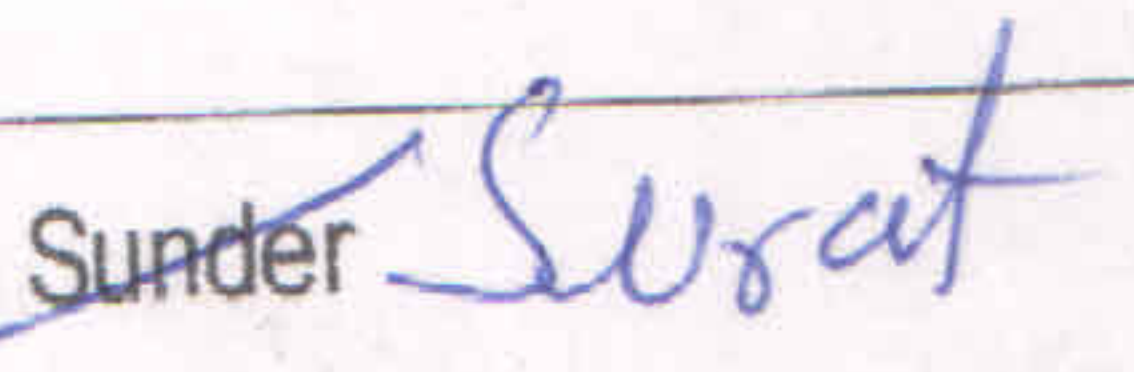


Place: CEO Office

The **Agenda** of this committee would be:-

- Status of implementation of bar code for BMW collection
- Incident if Needle stick injuries
- Status of BMW segregation

For any further information on the same please feel free to call the undersigned.
Looking forward for your support as always.

Thanking You,
With Best Regards,

Name	Designation in Organization	Designation in committee	Signature
Mrs. Supta	ICN	Chairperson	
Dr. Naresh Jaswal	CEO medical	Member	
Dr. Pankaj Shrivastava	DDO	Member	
Dr. Faizan Ahmad	HOD Quality	Member	
Mr. R. M Tiwari/ Mr. Rakesh	Manager on duty	Member	
Mr. Gaurav Jain	Admin Executive	Member	
Mr. Babloo	Security Supervisor	Member	
Mr. Gopal	Plumber	Member	
Mr. Shayam Sunder 	OT Incharge	Member	
Mr. Suresh/Mr. Mahinder	H/K Supervisor on duty	Member	


Dr. Naresh Jaswal-(CEO-Medical)



Dated: 27-06-18

ATTENDANCE
“BMW Managment Committee”

Name	Designation in Organization	Designation in committee	Signature
Mrs. Supta	ICN	Chairperson	
Dr. Naresh Jaswal	CEO medical	Member	
Dr. Pankaj Shrivastava	DDO	Member	
Dr. Faizan Ahmad	HOD Quality	Member	
Mr. R. M Tiwari/ Mr. Rakesh	Manager on duty	Member	
Mr. Gaurav Jain	Admin Executive	Member	
Mr. Babloo	Security Supervisor	Member	
Mr. Gopal	Plumber	Member	
Mr. Shayam Sunder <i>Su rat</i>	OT Incharge	Member	
Mr. Suresh/Mr. Mahinder	H/K Supervisor on duty	Member	

Minutes of Meeting

BMW Management Committee Meeting

Date: 27-06-18






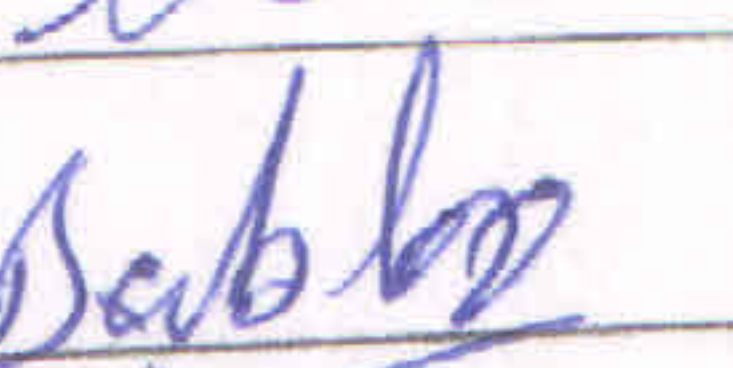




Time: 1:00 pm

Place: CEO Office

The **Agenda** of this committee would be:-

- Status of implementation of bar code for BMW collection
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Meeting was attended by:

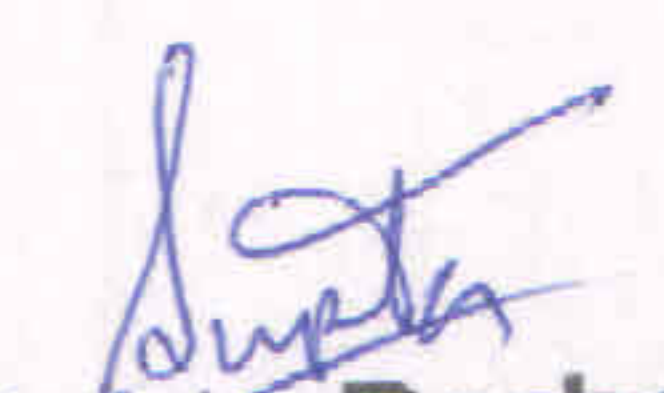
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Dr. Naresh Jaswal	CEO medical	Member	
Dr. Pankaj Shrivastava	DDO	Member	
Dr. Faizan Ahmad	HOD Quality	Member	
Mr. R. M Tiwari/ Mr. Rakesh	Manager on duty	Member	
Mr. Gaurav Jain	Admin Executive	Member	
Mr. Babloo	Security Supervisor	Member	
Mr. Gopal	Plumber	Member	
Mr. Shayam Sunder	OT Incharge	Member	
Mr. Suresh/Mr. Mahinder	H/K Supervisor on duty	Member	

Discussion held in Meeting :

S N	Activity And Discussion	Responsible Person	Action Taken	Target Date	Status
1	Dr. Naresh asked Mr. Gaurav about implementation of Bar	Mr. Gaurav	Implementation of bar code system	Already completed	completed

	code system for Collection. Mr. Gaurav replied that revised quotation was received on 30-03-18 which was approved by Top management and PO for the same was prepared on 1/05/18 after approval from top management. He added that the bar code system was installed on 28-05-18.				
2	Dr. Naresh asked Mrs. Supta about the needle stick injury in last 6 month. Mrs. Supta said that there was 1 incident of Mr. Ravinder (Dialysis Technician) on 01-05-18 In which test were done and found negative. Dr. Naresh said although the incident has <u>decreased as compared to last 6 month but still there is scope of improvement</u> and asked Mrs. Supta to give more training on Needle stick injury/ Blood and body fluid exposure.	Mrs. Supta	Mrs. Supta to give training on Needle stick injury/ Blood and body fluid exposure	27-06-18	Training is on going
3	Mrs. Supta apprised the committee that our segregation has improved a lot and she is continuously giving the training to new staffs as well as old staffs	Mrs. Supta	Mrs. Supta to give training on BMW management	27-06-18	Training is on going

Approved by: 
Dr. Naresh jaswal
(CEO-Medical)


Mrs. Supta Barbahuiya
Infection Control Nurse
(Chairperson of the Committee)