

Date: 29-07-19

CIRCULAR

Dear All,

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

Date: 30-07-19

Time: 1:00 pm







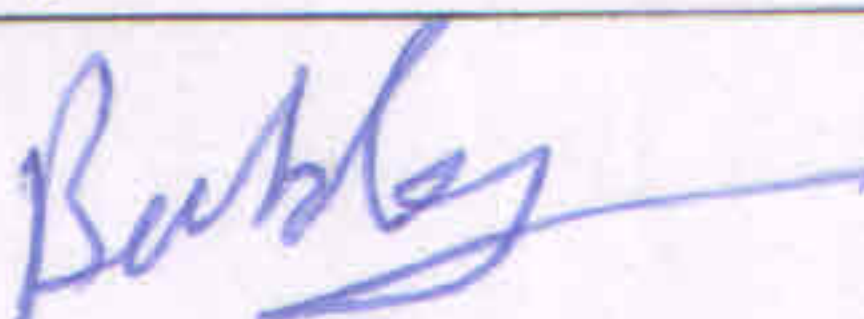
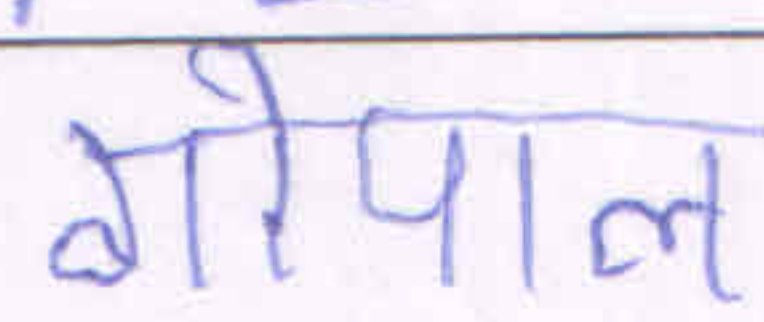


Place: CEO Office

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

- Status of closer of last meeting points
- Status of functioning of BMW Management work
- 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)

Minutes of Meeting

BMW Management Committee Meeting

Date: 30-07-19

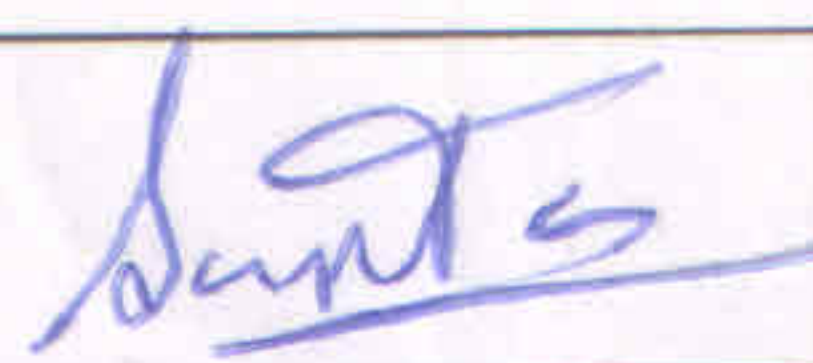








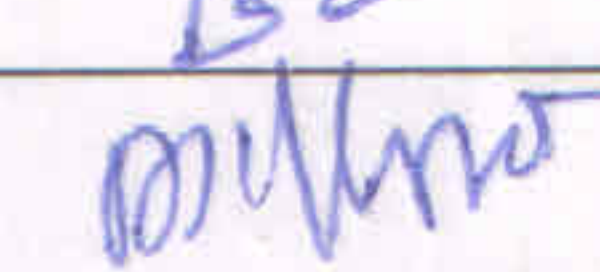
Time: 1:00 pm

Place: CEO Office

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

- Status of closer of last meeting points
- Status of functioning of BMW Management work
- Incident if Needle stick injuries
- Status of BMW segregation

Meeting was attended by:


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	


Discussion held in Meeting :

S N	Activity And Discussion	Responsible Person	Action Taken	Target Date	Status
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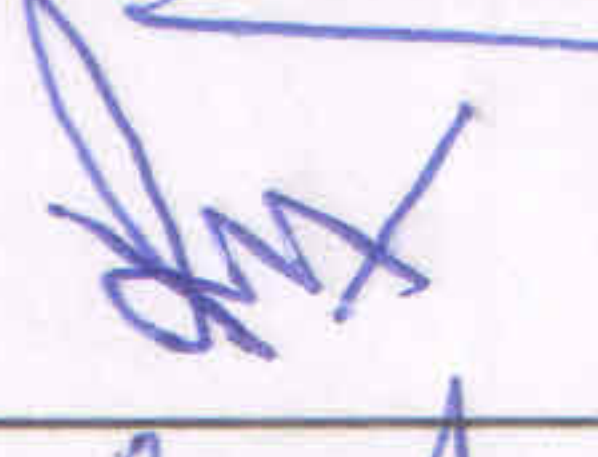
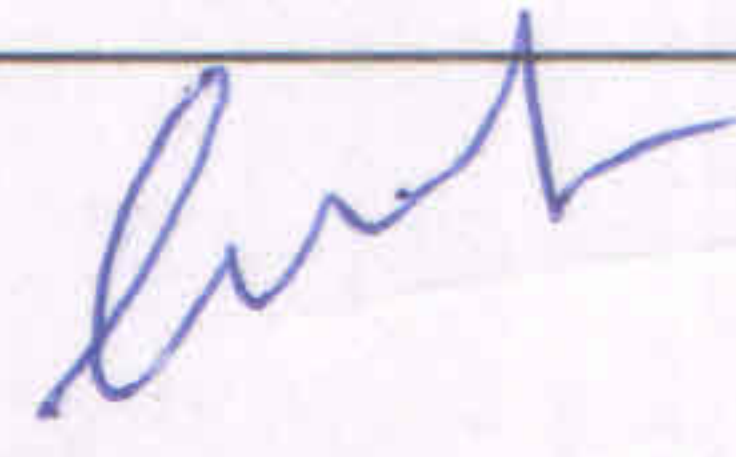
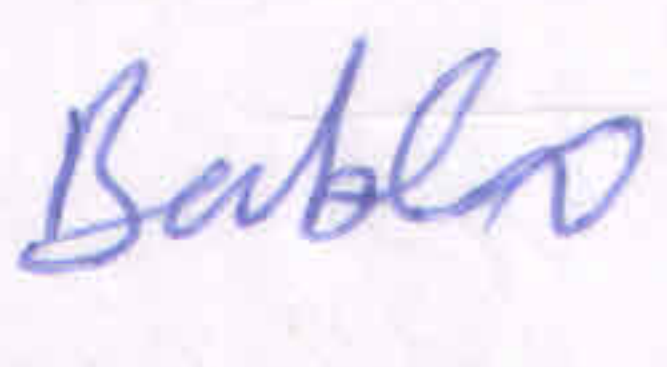
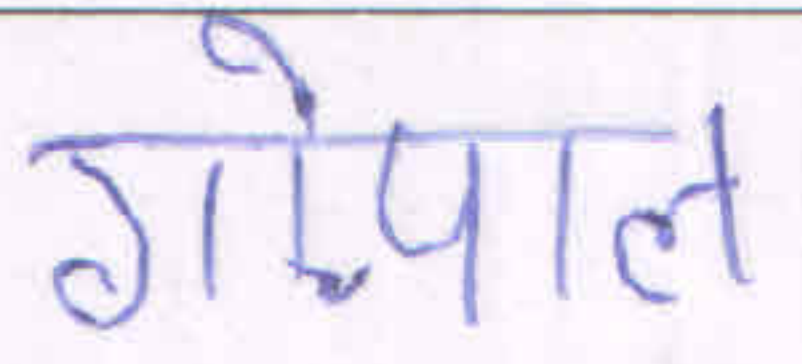
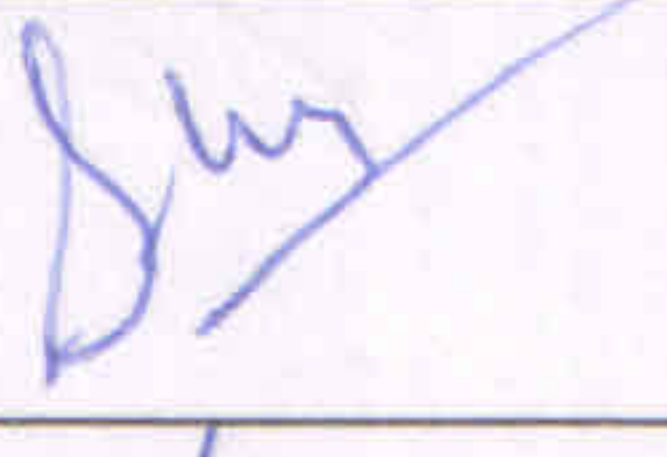
1	Mrs. Supta apprised the committee members that all the last meeting points have been closed	All committee members	Already closed	30-07-19	Already closed
2	Dr. Naresh asked Mrs. Supta about the pretreatment of BMW. She said that Autoclave have been installed for the pretreatment.	Mrs. Supta	Already done	30-07-19	Already done
3	Dr. Faizan asked Mrs. Supta about the needle stick injury from Jan-19 till date. She said that there is no such injury. She also informed that there is a no blood and body fluid exposure in last 6 months	Mrs. Supta	Continuous process	30-07-19	Done
	Dr. Pankaj asked Dr. Faizan about the training status of Staffs he said that there is a lot of new staff who have joined recently and there training s are not up to the mark. Dr. Pankaj asked Mrs. Supta to take Training classes More frequently to strengthen the BMW training.	Mr. Supta	Mrs. Supta to train new nursing staffs	30-07-19	Training is on going

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


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

Dated:30-07-19

ATTENDANCE
“BMW Management 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	
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