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## DELHI TECHNOLOGICAL UNIVERSITY

[Formerly Delhi College of Engineering]

SHAHBAD DAULATPUR, BAWANA ROAD, DELHI-110042

F. NO. DTU/UHC/2017-18/035

Dated:- 19-01-2018

### MINUTES OF THE MEETING

A meeting of Hon'ble VC, PVC-I, PVC-II, doctors of the health centre, other officials of DTU with the office bearers of the student association was held on 17-01-2018 at 12:30 PM at Guest House, DTU to discuss the various issues related to Health Centre. The following were present:-

1. Prof. Yogesh Singh, Hon'ble Vice Chancellor,
2. Prof. S K. Garg, Pro Vice Chancellor-I
3. Prof. Anu Singh, Pro Vice Chancellor-II
4. Prof. Smasher, Registrar,
5. Prof. S. G. Warkar, Associate Dean [Student Welfare]
6. Sh. Anoop Lather, PRO
7. Sh. Rajesh Birok, OIC [Health Centre]
8. Dr. D K. Vishwakarma, OIC [GA]
9. Dr. Ravi Bansal, Gen. Physician & HoD [Health Centre]
10. Dr. Rajesh Singhai, Gen. Physician
11. Dr. Dinesh Bansal, Orthopaedician
12. Dr. Aprana Bansal, Ophthalmologist
13. Dr. Bharat Bhushan Sethi, Dentist
14. Dr. Subodh Mor, Physiotherapist
15. Dr. Nishi Jha, Gynecologist
16. Dr. Gaurav Gupta, Psychiatrist
17. Sh. Sagar, Vice President [Student Association]
18. Sh. Satyarth Kuhad, Secretary [Student Association]
19. Sh. Vegi Reddi Sri Charan, Joint Secretary [Student Association]

After detailed discussions, the following points emerged:-

1. TIE UP WITH NEAREST MULTI-SPECIALTY HOSPITAL IN CASE OF EMERGENCY.

A tie up with Ishaan Hospital, near Sector-18, Rohini is to be made presently for one year to provide ambulance services and further medical attendance in case of emergency.

ACTION: OIC-HC

2. APPOINTMENT OF NURSING STAFF ROUND THE CLOCK:

Immediate appointment of nursing staff [Preferably two males and one female] to be made through BASIL for the time being/till the further orders.

ACTION: OIC-GA THROUGH BASIL

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✓ Consult. Pdg. — point no. - 4  
 ✓ Ex. Engineer — point no. - 10

**3. AVAILABILITY OF FIRST AID BOXES IN THE DEPARTMENTS:**

A university wide circular already in place to obtain requisition related to first aid boxes from various departments. Once obtained & consolidation done, required purchase to be carried out at the earliest.

**ACTION: OIC-HC THROUGH PURCHASE COMMITTEE/S&P**

**4. CREATION OF NEW POSTS FOR UNIVERSITY HEALTH CENTRE:**

Following new posts are required to be created for University Health Centre [UHC] along with recruitment rules:-

- A) Two doctors [One male and One female], General Physicians
- B) One Pharmacist
- C) Four nursing staff [Preferably Three males and One female]
- D) One multipurpose ministerial staff

**ACTION: REGISTRAR THROUGH OIC-HC/HOD-HC**

**5. DISPLAY OF AMBULANCE CONTACT NUMBERS IN CASE OF EMERGENCY:**

Flex Boards of appropriate size containing details of contact numbers to call ambulance services in case of emergency to be put at all the possible prominent places in the academic blocks, hostels, canteen, etc.

**ACTION: OIC-HC THROUGH EXECUTIVE ENGINEER**

**6. AVAILABILITY OF ESSENTIAL MEDICINES IN THE UNIVERSITY HEALTH CENTRE:**

All the essential medicines especially for Rabies [Due to frequent cases of dogs and monkey bites] are to be purchased on priority bases.

**ACTION: DR. RAVI BANSAL [HOD-HC]**

**7. RAISING OF T.I. AMOUNT FROM Rs 25,000/- TO Rs 50,000/- FOR THE PURCHASE OF MEDICINES AND OTHER ITEMS:**

Due to increased requirement of medicines, recurring expenditure and unforeseen exigencies it felt that the present T.I. amount should to enhanced from Rs 25,000/- to Rs 50,000/-.

**ACTION: OIC-HC THROUGH OIC-GA/ACCOUNTS SECTION**

**8. SEPARATE ANNUAL BUDGETARY ALLOCATIONS FOR UNIVERSITY HEALTH CENTRE:**

Due to ever increasing strength in the university and further expansion urgent need is felt to have separate annual budgetary allocations for University Health Centre so as to keep pace with time and requirement.

**ACTION: OIC-HC THROUGH HOD-HC/ACCOUNTS SECTION**

**9. MEDICAL BOOKLET FOR ALL STUDENTS:**

On the pattern of some of the premier institutes of the country, medical booklet to be provided to all students to have accessibility to health services provided by the university, maintain their medical history and other useful relevant records. These medical booklets can be distributed to the new students at the time of admission.

**ACTION: HOD-HC THROUGH OIC-GA**

*22/11/22  
Consult (plse)*

**10. NEW INFRASTRUCTURE/SPS REQUIRED FOR UNIVERSITY HEALTH CENTRE:**

The new infrastructure is urgently required to meet the rising demand for extra space. It can be altogether a new building/space or can be even in the form of Semi Permanent Structure [SPS].

**ACTION: REGISTRAR THROUGH EXECUTIVE ENGINEER**

**11. PURCHASE OF NECESSARY EQUIPMENTS IN THE UNIVERSITY HEALTH CENTRE:**

Essential equipments are required on urgent bases in various departments of the Health Centre for its smooth working.

**ACTION: HOD-HC THROUGH OIC-GA**

**12. RENOVATION OF UNIVERSITY HEALTH CENTRE:**

Major and minor renovation of the university health centre is urgently required for its efficient and proper working.

**ACTION: HoD-HC THROUGH EXECUTIVE ENGINEER**

The meeting concluded with vote of thanks to the chair.

*[Signature]*  
19-07-18  
[RAJESH BIROK]  
OIC-HC

**COPY TO:-**

1. PA to VC for Kind Information of the Hon'ble Vice-Chancellor.
2. PA to Pro VC-I for Kind Information of the Pro Vice Chancellor-I.
3. PA to Pro VC-II for Kind Information of the Pro Vice Chancellor-II.
4. Registrar.
5. Associate Dean [Student Welfare].
6. Sh. Anoop Lather, PRO
7. Sh. Rajesh Birok, OIC [Health Centre]
8. Dr. D K. Vishwakarma, OIC [GA]
9. Dr. Ravi Bansal, HoD [Health Centre]
10. Executive Engineer
11. DR [F & A]
12. Sh. Sagar, Vice President [Student Association]
13. Sh. Satyarth Kuhad, Secretary [Student Association]
14. Sh. Charan Vegi, Joint Secretary [Student Association]