

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

Ansari Nagar, New Delhi-29

No.F.20-33/2008-Estt. I (Committee)

Dated: 25 SEP 2023

OFFICE MEMORANDUM

Sub: Constitution of OT MANAGEMENT (OT USERS) COMMITTEE at the AIIMS, New Delhi.

In supersession of all previous orders on the subject cited above, the Director, AIIMS is pleased to re-constitute the **OT MANAGEMENT (OT USERS) COMMITTEE** at the AIIMS, New Delhi consisting of the following members:-

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|-----|---|---|----------------------------|
| 1. | Dr. Amlesh Seth, Prof. & Head, Deptt. of Urology | - | Professor In-charge |
| 2. | Dr. Lokesh Kashyap,
Prof. & Head, Deptt. of Anesthesiology | - | Member |
| 3. | Dr. Alok Thakkar, Professor & Head, Deptt. of ENT- | - | Member |
| 4. | Dr. Rajeev Kumar, Professor, Deptt. of Urology | - | Member |
| 5. | Dr. Sujoy Pal, Professor, Deptt. of G. I. Surgery | - | Member |
| 6. | Nursing Superintendent, Main O.T. | - | Member |
| 7. | Asstt. Nursing Superintendent, Main O.T. | - | Member |
| 8. | Sister In-charge, Main O.T. | - | Member |
| 9. | Shri Kanhaiya Lal Pandit, Technical Officer | - | Member |
| 10. | Shri Thakur Singh, Technical Officer | - | Member |
| 11. | Dr. Namrata Makkar,
Asstt. Prof., Deptt. of Hosp. Admn. | - | Member Secretary |

This Committee will meet once in every three months and as & when required and will function for the following:

- Procurement of various equipment for OTs
- Maintenance and upkeep of various equipment of OTs.
- Look in to the availability of all disposables and articles from hospital stores.
- Distribution of OT time
- Security arrangements of Operation Theaters.
- Any other issues.
- Up-gradation and renovation of operation theaters.

Hindi version will follow

Jyoti Arora
(JYOTI ARORA) 25/9/23

ASSTT. ADMINISTRATIVE OFFICER

Distribution: All concerned

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- All Chief of Centres/ Head of Departments/Sections/Unit
- PPS/PA to Director/Dean (Acad)/Research/Exam/Assoc. Dean (Acad/Research/Exam) Registrar/MS/DD(A)/Sr. FA/Dy.Secy./CAO, AIIMS, New Delhi
- The Computer Facility** - with a request to upload this on official website of the Institute
- The Sr. Hindi Officer** - with a request to provide the Hindi version of the same for uploading on AIIMS website.