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MINUTES OF THE FIRST MEETING OF INTERNAL COMMITTEE OF CADRE REVIEW COMMITTEE HELD ON 24.7.2020 AT 3.00 P.M. IN DR. RAMALINGASWAMY BOARD ROOM FOR GROUP "A" (non-faculty), 'B', 'C' & ERSTWHILE GROUP 'D' POSTS AT AIIMS, NEW DELHI.

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The first meeting of the internal committee constituted for Cadre Review Committee at AIIMS, New Delhi was held on 24.7.2020 at 3:00 pm under the Chairpersonship of Dr. Anita Saxena, Professor, Department of Cardiology in Dr. Ramalingaswamy Board Room, AIIMS, New Delhi. The following officers were present in the meeting:-

1. Dr. Anita Saxena, Professor, Department of Cardiology
2. Shri Subhasish Panda, Dy. Director (Admn.)
3. Dr. D.K. Sharma, Medical Superintendent (Main Hospital)
4. Dr. Sanjay Kumar Arya, Professor-Incharge, Recruitment Cell
5. Shri Deo Nath Sah, Chief Administrative Officer
6. Shri B.S. Gill, Sr. Administrative Officer, Recruitment Cell

Shri Neeraj Kumar Sharma, Sr. Financial Advisor could not attend the meeting.

At the outset, the committee had discussed the laid down guidelines issue by the Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training for cadre review in terms of DoPT OM No.2/1/87 PP dated 23.11.1987 and M/o Finance OM No. 5(3) E.III/97 dated 7.1.1999 and subsequent amendments thereunder. The committee noted that object of the scheme of a cadre review is to restructure a cadre in such a way as to remove the deficiencies which might be existing at the time of the constitution of a service or have crept in subsequently and ensure that the cadre structure satisfies the functional, structural and personnel considerations. Cadre review provides an opportunity to overcome various bottlenecks, remove existing distortions and bring about rationalisation of cadre structure so as to improve the efficiency and morale of the cadre officers and thereby enhance the effectiveness of the Service in the fulfilment of the objectives for which it has been established. The major part of the cadre review exercise concerns advance projection of manpower requirements over the review period and the planning of recruitment for this period. Rationalisation of the cadre from the functional, structural and personnel angles is the other major objective of a cadre review. Specifically, the main objectives of cadre review are to:

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- i) estimate future manpower requirements on a scientific basis for a period of 5 years at a time,
  - ii) Planning recruitment in such a way as to avoid future promotional blocks and at the same time prevent gaps building up,
  - iii) Restructuring the cadre as to harmonise the functional needs with the legitimate career expectations of its members and thus
  - iv) Right sizing the cadre to enhance the effectiveness of the service.

The committee further noted that as per extant instructions are that a cadre review should be undertaken at least once in a period of five years. The fact that these instructions have not been followed at the Institute. Last Cadre Review was undertaken at the AIIMS, New Delhi in the year 1992. Apart from this, a Coordination Committee was constituted by the Ministry of Health & Family Welfare in the year 2012 for bringing Uniformity in Recruitment rules for various Non-Faculty posts, their nomenclature, Qualification, Pay Scales & year of services etc. in AIIMS, New Delhi, PGIMER, Chandigarh and JIPMER, Puducherry. The Coordination Committee had given its recommendations and after discussing the same with stakeholders of the Cadres, recommendations in 26 cadres have been accepted by the stakeholders and the same has been referred to the MoHFW for consideration/approval. Final decision on the recommendations of the Coordination Committee is awaited.

The committee also noted that at the AIIMS, New Delhi, total 67 cadres and 56 isolated posts are in existence.


After detailed deliberations, the committee decided to start with the process of Cadre Review of Group A (Non-faculty), Group B & C posts of the Institute, the following is to be done in the first instance:-

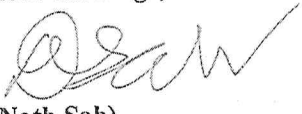
1. Invite suggestions/views of various groups/associations/individuals/the Service representatives and all individual officers having their stakes in the Cadre review to submit their suggestions.
2. Invite suggestions/views/justification of concerned Head/Officer-Incharge of respective cadres, If any upgradation in existing essential qualification/experience, change in nomenclature of any post/s are required keeping in view the functional requirement as on date.
3. Obtain information regarding Cadre Reviews done at PGIMER, Chandigarh and JIPMER, Puducherry
4. Obtain information of structures of cadres in existence at PGIMER, Chandigarh and JIPMER, Puducherry.


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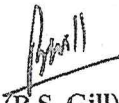
The meeting ended with a vote of thanks to the Chair.

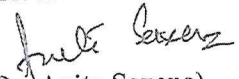
  
(Dr. Sanjay Kr. Arya)  
Professor-Incharge, Rectt. Cell

  
(Deo Nath Sah)  
Chief Admn. Officer

  
(Subhasish Panda)  
Dy. Director (Admn.)

  
(Dr. D.K. Sharma)  
Medical Superintendent

  
(B.S. Gill)  
Sr. Admn. Officer

  
(Dr. Anita Saxena)  
Professor, Deptt. of Cardiology  
&  
Chairperson

