

**Record of Discussion of meeting held on 8.11.2021 at Committee Room, Office of the Dean (Academic), AIIMS, New Delhi to discuss the proposals submitted by stakeholders/Associations/Union for Cadre Review of various cadres by Internal Cadre Review Committee under the chairpersonship of Dean (Academic) at AIIMS, New Delhi.**

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Meetings of Internal Cadre Review Committee were held on 8.11.2021 to discuss the proposals submitted by stakeholders/Associations/Union for Cadre Review of various cadres at AIIMS, New Delhi. The composition of the committee is as under:-

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|----|--|---|------------------|
| 1. | Dr. Anita Saxena<br>Dean (Academic)                        | : | Chairperson      |
| 2. | Dr. D.K. Sharma<br>Medical Superintendent                  | : | Member           |
| 3. | Sh. Neeraj Kumar Sharma<br>Sr. Financial Advisor           | : | Member           |
| 4. | Dr. R. Gopinath<br>Deputy Secretary                        | : | Member           |
| 5. | Dr. Sanjay Kumar Arya<br>Prof. In-Charge, Recruitment Cell | : | Member           |
| 6. | Sh. Deo Nath Sah<br>Chief Administrative Officer           | : | Member           |
| 7. | Sh. B.S. Gill<br>Sr. Administrative Officer                | : | Member Secretary |

All the above attended the meeting except Dr. D.K. Sharma, Medical Superintendent and Shri D.N. Sah, Chief Administrative, as they were was on leave during the day of meeting.

The proposals of Cadre Review for the following cadres were discussed during the meeting held on 8.11.2021:-

1. Cadre of Warden
2. Cadre of Public Relation
3. Cadre of Dark Room Assistant
4. Cadre of Medical Physicist

After detailed discussions and deliberation, the following are the detail of the same:-

**Warden (Detail of proposal placed before the Committee annexed as Annexure-I):-**

\* In case of merger of the post of Jr. Warden with Assistant Warden, there will not be lateral entry available for other Group C employees of the Institute.



\* in case of merger of the posts of Jr. Warden and Assistant warden, there will be decrease in number of entry level post (6), the work will suffer.

\* Justification for upgradation of pay scales and increase in number at higher level by taking into consideration of similar cadre in other institutions/organisations.

\* Adequate justification for need of creation of the post of Chief Warden in Level-11.

After detail discussion the committee asked the representatives of the cadre to submit a revised proposal keeping in view of all above points and thereafter, a decision is to be taken on the proposal of cadre Review of warden cadre. The proposal should be submitted through Hostel Superintendent with specific comments/recommendations on each aspect of the proposal

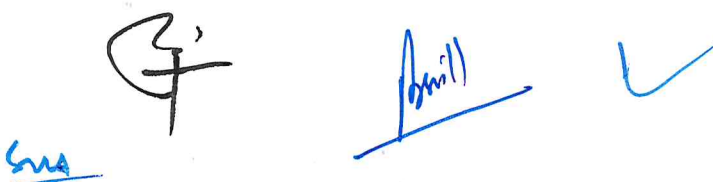
**Cadre of Public Relation (Detail of proposal placed before the Committee annexed as Annexure-II):-**

- The committee noted that proposed upgradation of pay level is in sync with the recommendations of the Coordination Committee for the cadre.
- Further, there is a need to look into whether PR Cadre is required to be continued, if so, job profile of all the posts of the cadre is required to be defined/prescribed keeping in view of present structure of work.
- Further to considered increase/decrease of number of posts in cadre structure, there is need to analysis the same by the Cadre Controlling Authority first.

The representative informed that the Deputy Director (Admn.) is their cadre controlling authority. Therefore, the committee is of the opinion that the proposal of Cadre Review for PR Cadre is required to be taken up in presence of the Deputy Director (Admn.) before taking a decision on the proposal.

**Cadre of Dark Room Assistant (Detail of proposal placed before the Committee annexed as Annexure-III):-**

- The Committee is of the opinion that keeping in view of decrease in work of Dark Room Assistants cadre, this cadre should be proposed to be dying cadre.
- Further, there is no need to change nomenclature. Upgradation of pay scale for entry level post to Level-5 and subsequent promotional post at Leve-6 is not acceptable.
- Number of posts in cadre structure will be keeping in view of present incumbents



- The posts at the level of Dark Room Assistant Grade-III & Dark Room Assistant Grade-II may be recommended for merger in Level-4 and number of posts will be 14.
- Further, the posts at the level of Dark Room Assistant Grade-I will be 7, keeping in view of stagnation in the cadre for promotional avenues.
- It is further to add here that no new recruitment is to be made in the cadre, as cadre is proposed to be dying. Further by merging the levels of posts in the said cadre, the incumbents will be placed in better position and better pension by getting posts at higher level.


**Cadre of Medical Physicist (Detail of proposal placed before the Committee annexed as Annexure-IV):-**


- After detail discussion, the representative of the cadre were asked to clarify about the scheme of promotion which would be acceptable to majority in their cadre. They should clearly stated that whether this should be 'In Situ Promotion' as on the pattern of PGIMER, Chandigarh or on the pattern of JIPMER, Puducherry.
- The representative agreed for merger of the posts of Medical Physicist and Sr. Medical Physicist to the post of Medical Physicist in Level-10 and In-situ promotion as applicable at PGIMER, Chandigarh.
- The representatives were asked to submit consent of all existing incumbents of the cadre on their proposal formally to further process the proposal.

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

  
(Neera) Kumar Sharma  
Sr. Financial Advisor

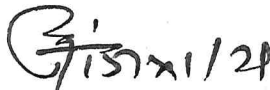
  
(Dr. R. Gopinath)  
Deputy Secretary

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

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

  
(Dr. Anita Saxena)  
Dean (Academic)

\* It was also discussed and decided that each cadre would give its proposals after taking due approval of its cadre controlling authority so as not to sacrifice on actual nos. required to carryout the jobs and also get an approved roles & responsibility matrix for all posts.

  
G. Saxena/24