

Record of Discussion of meeting held on 12-11-2021, 23-11-2021, 25-11-2021 & 29-11-2021 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.

The meetings of Internal Cadre Review Committee were held on 12.11.2021, 23.11.2021, 25.11.2021 and 29.11.2021 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:-

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

All the above attended the meetings held on the aforesaid dates except Sh. Deo Nath Sah, Chief Administrative Officer who could not attend the meeting on 29.11.2021, being on leave.

The proposals for Cadre Review of the following cadres were discussed during the meeting held on 12.11.2021:-

1. Cadre of Medical Record
2. Cadre of Security

After detailed discussion and deliberation, the following are the decisions on the issue:-

1) Cadre of Medical Record (Detail of the proposal annexed as Annexure-I):-

- The issue of method of recruitment in respect of the post of Medical Record Technician has been discussed and the committee is of the opinion that method of recruitment is required to 50% by Direct and 50% by Promotion from HA & SA working in Medical Record Section.
- Further, the post of JMRO & MRO to be merged at the level of MRO in the pay scale of Level-7 in addition with 6 months certificate course may be made mandatory for promotion.



- The residency period for promotion may be looked in accordance with DoP&T guidelines.
- The number of posts at the level of Medical Record Technician may be kept as 59.

2) Cadre of Security (Detail of the proposal annexed as Annexure-II):-

- The representative agreed with the recommendation of the Co-ordination committee.
- Further to considered increase / decrease of number of posts in cadre structure, the entry level post i.e Security- cum- Fire Guard may be kept 36.
- For the post of Assistant Security Officer following are proposed :-

Name of Post	M.O.R	Existing Strength	Proposed Strength
Assistant Security Officer	50% by Direct	5	9
	50% by Promotion	4	8

During the meeting held 23.11.2021, the following cadres were discussed and the following is the detail of the discussion:-

1. Radiology Cadre
2. Radiotherapy Cadre

After detailed discussion and deliberation, the following are the decisions on the issue:-

1) RADIOLOGY CADRE (Detail of the proposal annexed as Annexure-III):-

- On the proposal submitted by the Officer's Association/Stakeholders, the specific comments/opinion of the cadre controlling authorities' (viz. Head of the respective departments) on the all aspects having relevance with reference to impact of the proposal submitted by Officers' Association of AIIMS, New Delhi on the substantial change in strength at different levels, recruitment rules for promotion in next level post in cadre hierarchy, pay scale and nomenclature of the cadre posts. As well as, duties and responsibilities performed by the incumbents at different level of posts.
- The detailed justification may also be obtained from the Officers' Association of AIIMS, New Delhi with reference to significant change in strength at different levels, pay scale and change in nomenclature etc. as the proposal under Coordination Committee is under consideration of the Ministry was agreed to by the Association.
- The recommendations of the 6th Central Pay Commission, if any, may be look into as claimed by the stakeholders with regard to this cadre.
- The proposal will be reviewed on receipt of the inputs from the concerned submitted by the incumbents of the cadre.

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- Proposal regarding structure of cadre may further be examined in view of DoPT pyramid/norms.
- Consideration of pay scales/level of pay at par with other similar placed cadres.
- Financial implication for increase of number of posts and upgradation of level of pay.

2) RADIOTHERAPY CADRE (Detail of the proposal annexed as Annexure-IV):-

- On the proposal submitted by the Officer's Association/Stakeholders, the specific comments/opinion of the cadre controlling authorities' (viz. Head of the respective departments) on the all aspects having relevance with reference to impact of the proposal submitted by Officers' Association of AIIMS, New Delhi on the substantial change in strength at different levels, recruitment rules for promotion in next level post in cadre hierarchy, pay scale and nomenclature of the cadre posts. As well as, duties and responsibilities performed by the incumbents at different level of posts.
- The detailed justification may also be obtained from the Officers' Association of AIIMS, New Delhi with reference to significant change in strength at different levels, pay scale and change in nomenclature etc. as the proposal under Coordination Committee is under consideration of the Ministry was agreed to by the Association.
- The proposal will be reviewed on receipt of the inputs from the concerned submitted by the incumbents of the cadre.
- Proposal regarding structure of cadre may further be examined in view of DoPT pyramid/norms.
- Consideration of pay scales/level of pay at par with other similar placed cadres.
- Financial implication for increase of number of posts and up-gradation of level of pay.

During the meeting held 25.11.2021, the following cadres were discussed and the following is the detail of the discussion:-

1. Cadre of Finance & Accounts
2. Cadre of Pharmacist
3. Isolated post Cytoscreener

After detailed discussion and deliberation, the following are the decisions on the issue:-

1) Cadre of Finance & Accounts (Detail of the proposal annexed as Annexure-V):-

- The committee is of the opinion that the number of posts are required to be increased keeping in view of expansion of various activities at the AIIMS, New Delhi and increase of work load day by day.
- The committee consider for merger of entry level post i.e Junior Accounts Officer to Assistant Accounts Officer.
- Suggested upgradation in level of pay may be looked into by taking into consideration of the Administrative Cadre at AIIMS.
- The committee is of the opinion that graduation may be added in the entry level post.
- The Sr. Financial Advisor agreed to look into all aspects and submit a new / revised Cadre Review proposal for Accounts Cadre.

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2) Cadre of Pharmacist (Detail of the proposal annexed as Annexure-VI):-

- The representative agreed with the recommendation of the Co-ordination committee.
- The committee noted that the pay scale proposed by the Co-ordination committee for the post of Chief Pharmacist is Level-9. The committee suggested upgradation in pay scale for this post to Level-10.
- Further, to consider increase / decrease of number of posts in cadre structure, there is need to analysis the same by the Cadre Controlling Authority.

3) Post of Cytoscreener (Isolated post) (Detail of the proposal annexed as Annexure-VII):-

- The committee considered the proposal submitted by the stakeholder(s) and opined to continue with the present status of the post.
- Further, the committee was of the opinion that the post of Cytoscreener is an isolated post at this Institute and the same may be considered for merger of the post with Scientist-I, separately.

During the meeting held 29.11.2021, the following cadres were discussed and the following is the detail of the discussion:-

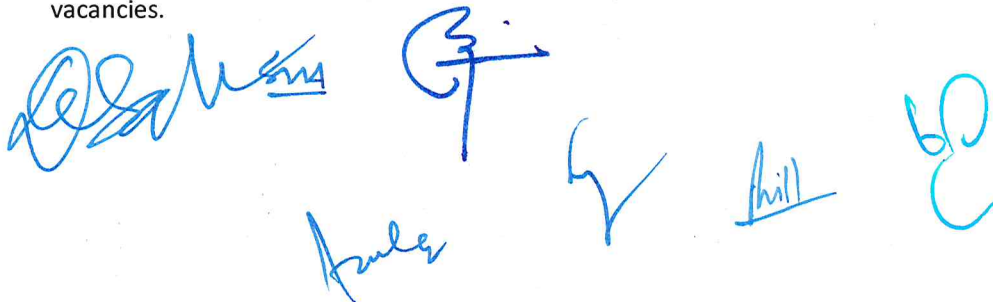
1. Cadre of Driver
2. Cadre of Engineering
3. Cadre of Computer Facility

1) Cadre of Driver (Detail of the proposal annexed as Annexure-VIII):-

The committee observed that there is stagnation in promotion for higher level post in the cadre of Driver. The following cadre structure will be considered for Driver Cadre:

Existing			Recommended	
S.No	Name of Post & Pay Scale	No of Post	Name of Post & Pay Scale	Number of post
1	Driver Ordinary Grade Level-2	25	Driver Ordinary Grade Level-2	26
2	Driver Gd.II Level-4	21	Driver Gd.II Level-4	21
3	Driver Grade-I Level-5	24	Driver Grade-I Level-5	15
4	Driver Special Grade Level-6	3	Driver Special Grade Level-6	11
Total		73		73

- The issue of method of recruitment in respect of the post of Driver Ordinary Grade has been discussed and the committee is of the opinion that method of recruitment is required to 50% by Direct and 50% by Promotion failing which by Direct for all vacancies.

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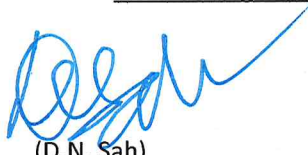
2) Cadre of Engineer(Detail of the proposal annexed as Annexure-IX):-

The representatives of Engineering Association were present during the meeting. After detailed discussion the committee asked the representatives of the cadre to submit a revised proposal and the revised proposal will be examined after submission.

3) Cadre of Computer Facility(Detail of the proposal annexed as Annexure-X):-

After detail discussion the committee is of the opinion that there is no need to upgrade/restructure of the existing cadre of Computer Facility. Further, the nomenclature for the post of Dy. Director (CF) is to be re-designated as Sr. System Analyst.

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



(D.N. Sah)
Chief Admn. Officer
(Member)



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



(Dr. R. Gopinath)
Deputy Secretary
(Member)



(Neeraj Kumar Sharma)
Sr. Financial Advisor
(Member)



(Dr. D.K. Sharma)
Medical Superintendent
(Member)



(B.S. Gill)
Sr. Admn. Officer
(Member-Secretary)



(Dr. Anita Saxena)
Dean (Academic)
Chairperson