

All India Institute of Medical Sciences
Ansari Nagar, New Delhi-110029
(Department of Security)

F.No.07/Security/Fire Safety/July/2025

Date: 07th July 2025

MEMORANDUM

**Sub: Schedule for fire and Life Safety in Healthcare Facilities-
organising Fire Training and Mock Drills in AIIMS, New Delhi and
its centres.**

1. In Compliance to the Para 2.4.2 of MoH&FW circular issued vide F.No.Z.28015/55/2017-H-I dated 28.09.2020, on the subject cited above; the schedule for the conduct of Fire Training and mock drills in AIIMS, New Delhi and its centres is enclosed herewith as **ANNEXURE-“A”** with the request to provide the staff/teams, to participate in Fire Training and mock drills. To ensure Fire safety in all healthcare facilities, a series of advisories and guidelines have been issued by the Ministry of Health & Family Welfare, Government of India from time to time; underscore the importance of proactive measures in preventing Fire incidents.

2. The following important aspects related to the fire safety will be covered during the mock drills:-

(a) Introduction to various types of Fire Extinguishers & Fire Safety equipment. Their use as per different types of fire and precautions required.

(b) Use of wet riser system-Hose reel and fire hydrants.

(c) Testing of fire alarm, Manual call point and public address system.

(d) Evacuation and rescue procedure for affected person from the incident site.

(e) Physical handling and operations of fire fighting equipment by the participants.

(f) Introduction the “CODE RED” system.

(g) Fire Orientation Classes by “Delhi Fire Services”

(h) Q & A session and clearing the doubts.

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3. ASO (Fire)/ ASO on duty, Fire supervisors along with support staff will conduct and coordinate the Fire Mock Drills at the respective centres (including NDDTC, Ghaziabad, NCI, Jhajjar, CRHSP, Ballabgarh). All concerned including & Nodal officers for Fire Safety are requested to provide their valuable guidance during these drills.

It is also requested to forward the detailed report to this office after completion of the Fire drill for compilation and onwards submission.

4. This issue with the approval of competent authority.

Enclosed: As above.

Handwritten signature
7.7.25

(Bijender Singh)

Dy. Chief Security Officer
AIIMS, New Delhi

To

All concerned



Copy to:-

- (i) PPS to Director
- (ii) PPS to AD(Admin)
- (iii) Medical Superintendent (H)
- (iv) PIC Fire Safety
- (v) PIC Computer facility - for upload on AIIMS Website
- (vi) Superintendent Engineer
- (vii) Chief Security Officer
- (viii) Assistant Security Officer (Fire)

Handwritten signature
7.7.25

(Bijender Singh)

Dy. Chief Security Officer
AIIMS, New Delhi



SCHEDULE OF FIRETRAINING AND MOCK DRILL

NAME OF CENTER/BLOCK	DAY & DATE OF MOCK DRILL	TIME	ASSEMBLY POINT
JPNATC	09.07.2025 WEDNESDAY	2230 HOURS ON-WARDS	Will be decided at the time of mock drill
C N CENTER	10.07.2025 THURSDAY	1500 HOURS ON-WARDS	-do-
IRCH	21.07.2025 MONDAY	0030 HOURS ON-WARDS	-do-
MAIN HOSPITAL	05.08.2025 TUESDAY	1530 HOURS ON-WARDS	-do-
PRIVATE WARD -II	20.08.2025 WEDNESDAY	1030 HOURS ON-WARDS	-do-
RPC	29.08.2025 FRIDAY	1530 HOURS ON-WARDS	-do-
SURGERY BLOCK	04.09.2025 THURSDAY	2345 HOURS ON-WARDS	-do-
MOTHER & CHILD BLOCK	15.09.2025 MONDAY	2300 HOURS ON-WARDS	-do-
C N TOWER	25.09.2025 THURSDAY	1100 HOURS ON-WARDS	-do-
CDER+ EXTENSION	03.10.2025 FRIDAY	1000 HOURS ON-WARDS	-do-
B & P S BLOCK	13.10.2025 MONDAY	1100 HOURS ON-WARDS	-do-
NEW PRIVATE WARD-III	29.10.2025 WEDNESDAY	2000 HOURS ON-WARDS	-do-
N.C.A.	03.11.2025 MONDAY	2330 HOURS ON-WARDS	-do-
CONVERGENCE BLOCK	14.11.2025 FRIDAY	1100 HOURS ON-WARDS	-do-
NEW RAK OPD	18.11.2025 TUESDAY	1430 HOURS ON-WARDS	-do-
ADMINISTRATIVE BLOCK	28.11.2025 FRIDAY	1430 HOURS ON-WARDS	-do-
NDDTC GHAZIABAD	04.12.2025 THURSDAY	1200 HOURS ON-WARDS	-do-
NCI JHAJJAR	17.12.2025 WEDNESDAY	1500 HOURS ON-WARDS	-do-
CRHSP BALLABHGARH	29.12.2025 MONDAY	1430 HOURS ON-WARDS	-do-

