



INSTITUTE OF HUMAN BEHAVIOUR & ALLIED SCIENCES (IHBAS)
(Hospital based autonomous academic Institute, under GNCT of Delhi, dealing with)
"Brain – Mind Problems & their Solutions"
Dilshad Garden, Delhi 110 095 (India)

Tel.: 2211 4021, 32, Ext. No.655 Fax:2259 9227, E-mail :
dmsihbas@gmail.com; website: ihbas.delhigovt.nic.in

F.N.35/BMW/IHBAS/2023/186

Date: 16-1-24

TO.

The Env. Engineer

Delhi Pollution Control Committee

Department of Environment

4th Floor, ISBT Building

Kashmere Gate

Delhi 110006

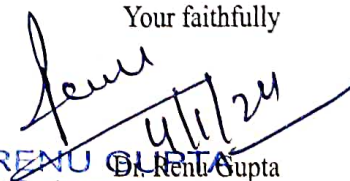
Sub: Annual report of Bio-Medical Waste (January - December 2023) generated at IHBAS

Sir,

Please find the Annual Report of Bio- Medical Waste generated/ handles at IHBAS and its treatment details.

Thanking you

Your faithfully


Dr. RENU GUPTA
Assistant Professor
DMC regd no. 25017
Deptt of Microbiology
Institute of Human Behavior and
Allied Sciences Delhi-110095
Biomedical Waste Management

Form - IV
(See rule 13)
ANNUAL REPORT/MONTHLY REPORT

Sl. No.	Particulars	
1	Particulars of the Occupier	
	(i) Name of the authorised person (occupier or operator of facility)	Director
	(ii) Name of HCF or CBMWTF	IIRAS
	(iii) Address for Correspondence	IIRAS, DILSAND - Connaught Place - 95.
	(iv) Address of Facility	IIRAS, DILSAND - Connaught Place - 95.
	(v) Tel. No, Fax. No	Fax No. - 22593227
	(vi) E-mail ID	director.office@ihbas.org
	(vii) URL of Website	www.ihbas.delhi.govt.in
	(viii) GPS coordinates of HCF or CBMWTF	
	(ix) Ownership of HCF or CBMWTF	(State Government or Private or Semi Govt. or any other)
	(x) Status of Authorisation under the Bio-Medical Waste (Management and Handling) Rules	Authorisation No.: DPCC/BMW(AUTH)/1995950valid up to 07/07/2024
	(xi) Status of Consents under Water Act and Air Act : Valid up to	09/06/2025
2	Type of Health Care Facility	HOSPITAL
	(i) Bedded Hospital	No. of Beds.. 313
	(ii) Non-bedded hospital (Clinic or Blood Bank or Clinical Laboratory or Research Institute or Veterinary Hospital or any other)	-
	(iii) License number and its date of expiry	-
3	Details of CBMWTF	-
	(i) Number healthcare facilities covered by CBMWTF	-
	(ii) No of beds covered by CBMWTF	-
	(iii) Installed treatment and disposal capacity of CBMWTF	_____ Kg per day
	(iv) Quantity of biomedical waste treated or disposed by CBMWTF	_____ Kg/day
4	Quantity of waste generated or disposed In Kg per annum (on monthly average basis)	Yellow Category: 11,026.69 Kg. (918.89 kg/Month)
		Red Category: 11,954.96 Kg. (996.24 kg/Month)
		White: 205.98 kg. (17.165 kg/Month)
		Blue Category: 2399.96 kg. (199.95 kg/Month)
		General Solid waste: Approx 3716.66 kg/Month
5	Details of the Storage, treatment, transportation, processing and Disposal Facility	
	(i) Details of the on-site storage facility	Size: 70.64 meter Capacity: _____ Provision of on-site storage : (cold storage or any other provision) BMW STORAGE
	(ii) disposal facilities	Type of treatment Equipment No of City Units Kg/Day Quantity treatment disposed in kg per annum
		DR. K. N. GUPTA Assistant Professor Inclined to regd no. 25017 Deptt of Microbiology Institute of Human Behavior and Allied Sciences Delhi - 110095

		Plasma Pyrolysis Autoclaves Microwave Hydroclave Shredder Needle tip, cutter or Destroyer Sharps encapsulation or concrete pit Deep burial pits Chemical disinfection. Any other treatment equipment:	01 01 - 30 - 02 -
	(iii) Quantity of recyclable wastes sold to authorized recyclers after treatment in kg per annum	Red Category (like plastic, glass etc.)	NIL
	(iv) No of vehicles used for collection and transportation of biomedical waste		BY SMS WATER GRACE PVT LTD.
	(v) Details of incineration ash and ETP sludge generated and disposed during the treatment of wastes in Kg per annum	Quantity Generated Where disposed	Incineration X Ash X ETP Sludge 71.95 kg, incineration Horticulture
	(vi) Name of the Common Bio-Medical Waste Treatment Facility Operator through which wastes are disposed of		SMS WATER GRACE PVT. LTD.
	(vii) List of member HCF not handed over bio-medical waste		-
6	Do you have bio-medical waste management committee? If yes, attach minutes of the meetings held during the reporting period		YES MINUTES OF MEETINGS ATTACHED
7	Details trainings conducted on BMW		
	(i) Number of trainings conducted on BMW Management.		96
	(ii) number of personnel trained		2759
	(iii) number of personnel trained at the time of induction		135
	(iv) number of personnel not undergone any training so far		
	(v) whether standard manual for training is available?		YES
	(vi) any other information		-
8	Details of the accident occurred during the year		
	(i) Number of Accidents occurred		12 needle stick injuries
	(ii) Number of the persons affected		12 persons
	(iii) Remedial Action taken (Please attach details if any)		NO
	(iv) Any Fatality occurred, details.		NO
9	Are you meeting the standards of air Pollution from the incinerator? How many times in last year could not met the standards?		NO
	Details of Continuous online emission monitoring systems installed		NO
10	Liquid waste generated and treatment methods in place. How many times you have not met the standards in a year?		CHEMICAL TREATMENT DONE BY NEUTRALIZATION WITH SODIUM HYPOCHLORITE PRAIRI CONNECTED WITH ETP
11	Is the disinfection method or sterilization meeting the log 4 standards? How many		YES ALL STANDARDS MET.

	times you have not met the standards in a year?		
12	Any other relevant information		(Air Pollution Control Devices attached with the Incinerator) NA

Certified that the above report is for the period from

JANUARY 2023- DECEMBER 2023.

Seema
4/1/24

Date:
Place

Seema
4/1/24

Dr. RENU GUPTA
Assistant Professor
DMC regd no. 25017
Deptt of Microbiology
Institute of Human Behavior and
Allied Sciences Delhi -110095

Name and Signature
Head of the Institution

Dr. OM PRAKASH
Professor of Psychiatry
DMC No. 44310
IPRAG, Delhi



Institute of Human Behavior & Allied Sciences (IHBAS)

(Government of NCT of Delhi)

NABH Accredited Hospital for Patient Safety & Quality of Care (No H-2012-0123)
Dilshad Garden, Delhi-110095 (India)

F35/BMW/IHBAS/2023/191

Dated: 29.12.23

Subject: Minutes of meeting of IHC Committee held on 21.12.23

The IHC Committee meeting was held on 21 December 2023 at 9.30 am under the chairmanship of Director IHBAS in the Directors board room. The attendance is enclosed as annexure 1. The chairperson welcomed all the members for the December 2023 meeting and advised to arrange next IHC meeting on 8.12.23 (common day of vacation)

The following agenda were discussed in the meeting:

1. Follow-up on IHC Meeting of 09 October 2023

The actions taken in response to the IHC meeting that took place on October 9, 2023, were examined. The discussions led to the identification of the subsequent key points:

Kitchen Sanitation and Hygiene:

The issues regarding ventilation, and pest control were discussed again. Ms. Vibhuti, Dietician at IHBAS, brought to the committee's attention non-functional chimneys affecting ventilation, which in turn posed difficulties for kitchen staff in wearing masks and caps. Ms. Vibhuti highlighted the urgent need for pest control as the problem of rats is creating nuisance in kitchen.

Actions:

Non-functional chimneys: Director sir asked Mr. R.P. Yadav, AE Electrical PWD, to investigate. Mr. Yadav informed the committee that the approval process for repair work has begun, and work will start when sanction is received. (Action: Mr. R.P. Yadav) (Time Frame: 1 month)

Pest control: Director sir advised OIC sanitation to assess and address this concern across all hospital departments on an urgent basis. (Action: OIC sanitation) (Time Frame: ASAP).

Supply of sanitation material: Director sir requested to OIC sanitation to brief the issue of sanitation material in the hospital and Dr. Ravinder singh responded that the file of procurement of sanitation material was stuck in AO office. Director sir advised to bring the file to his office for urgent approval.

2. Feedback of HAI Data and Infection Control Measures

ICN presented the Healthcare-Associated Infections (HAI) data for the month of December 2023. She briefed about hand hygiene compliance data, Catheter-Associated Urinary Tract Infections (CAUTI), Central Line-Associated Bloodstream Infections (CLABSI), Ventilator-Associated Pneumonia (VAP), and Needle Stick Injuries for the months of November-December 2023.

She highlighted the satisfactory water culture reports that were received from all departments of IHBAS during these months. However, she expressed concerns about issues such as the interrupted water supply occurring in labs and other areas.

Action: Dr. Muthuvenkatachalam, Member secretary of E-Waste management committee (Time frame: 1 week)


IDSP Training: Dr. Sarbjeet and Dr. Renu raised the issue of conducting training of IDSP data operators at the earliest. Director sir agreed and said the same may be done at the earliest.


(Action: Dr. Sarbjeet Khurana, Dr. Renu Gupta and ICN) (Time frame: ASAP)

Regular conduct of Firefighting mockdrills:

Director sir advised NABH quality managers to be proactive and organize firefighting mock drills regularly.

This issues with the approval of the Director


Ms. Seema Gupta
(ICN)


Dr. Renu Gupta
(Member secretary & Infection Control Officer)

Distribution:

Sr PS to Director for information pl.

All HIC committee members

JDA

CQC NABH/ NABH cell to file

Attendance (Annexure- 1)

Attendees	Could not attend
Dr.RajinderK.Dhamija,Director Dr.V.K.S.Gautam, AP, Neurosurgery Dr.Renu Gupta, ICO Dr. Deepak Kumar, HOD Psychiatry Dr.SarbjcetKhurana, HODEpidemiology Dr.Ravinder Singh, OIC 1, Sanitation Dr.AnshuGupta,OIC Purchase Dr.SonaliBhattar,OIC 2 (Quality) Dr.SushmaKumari, OIC-2, Sanitation Dr.Muthuvenkatachalam.S, AP, Psy Nursing Dr. Priyanka, SR Microbiology Mr.R.P.Yadav,AE Electrical PWD Mr. Yogeshkumar,JE Electrical Ms. Vimla Gupta, ANS Ms.VibhutiRastogi, Dietician Ms.KavitaTyagi, Pharmacist Mr.Madan Pal Gautam,Artist Ms. Sonia P.Nair, Assistant, Purchase Ms. Shikha Bhargava, QM Ms. Anjali Rani, Asst QM Ms.Sunita Rani, Sr. Nursing Officer Ms.Seema Gupta, ICN Ms.JasveerDhandel, ICN Mr.AmanKumar, Sanitation Supervisor	Dr.Omprakash (DMS) Dr. Rajeev Thakur, Lead and Advisor HIC Dr. Suman Kushwaha, HOD Neurology Dr. Arvind Arya, HOD Neuroanesthesia Dr. Devesh Gupta, OIC Engineering Mr.Mishrilal, AE Civil PWD

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F 35/BMW/IHBAS/2023/ 182

Dated: 23.12.2023

Subject: Minutes of meeting of BMW Committee held on 21.12.23

The BMW Committee meeting was held on 21.12.23 at 9.30am under the chairmanship of Director IHBAS in the activity room. The attendance sheet is enclosed as Annexure I.

The following agenda were discussed in the meeting: -

Status Update on Effluent Treatment Plant (ETP) Monitoring System:

OIC BMW sought information from Mr. R P Yadav, AE Electrical PWD, regarding the nonfunctional ETP plant. The need for urgent action was emphasized, considering the repeated reminders from DPCC to restore functionality to the ETP plant. OIC BMW requested OIC Engineering to provide a suitable reply, to be forwarded to DPCC, informing them of the status of the ETP.

The Director instructed Mr. Yadav to take immediate and decisive action. Regular progress updates are to be communicated promptly to OIC BMW for further dissemination. (Action: Mr. RP Yadav, AE Electrical, PWD, Time frame-1 day)


Visit to CBWTF: OIC BMW informed director sir and other committee members about the need to visit CBWTF to observe appropriateness of waste management. All the committee members agreed for the visit to CBWTF of by Infection control nurses. (Action: ICN, Time frame-1 week)

Feedback of the BMW audit: Dr. Renu Gupta asked ICN about feedback of BMW audit which was done on 14-10-23. Sister Seema Gupta informed that BMW audit was done in NICU, BMW storage, SOF, Neuro female ward, NSICU and OPD. ICN reported that there is shortage of certain items like Red BMW bins, Needle cum syringe hub cutters, Spring balance, Ampule cutters and Biological indicators. Director sir advised to ICN to raise demand of these items as earliest. (Action-ICN), Time frame-1 week)

This issues with the approval of the Director


Ms. Seema Gupta

(ICN)


Dr. Renu Gupta

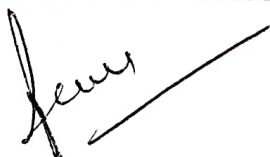
(Infection Control Officer)

Distribution:

- Sr PS to Director for information pl.
- All HIC committee members
- JDA
- CQC NABH/ NABH cell to file

Attendance (Annexure- 1)

Attendees	Could not attend
Dr. Rajinder K. Dhamija, Director	Dr. Omprakash (DMS)
Dr. V.K.S. Gautam, AP, Neurosurgery	Dr. Rajeev Thakur, Lead and Advisor HIC
Dr. Renu Gupta, ICO	Dr. Suman Kushwaha, HOD Neurology
Dr. Deepak Kumar, HOD Psychiatry	Dr. Arvind Arya, HOD Neuroanesthesia
Dr. Sarbjot Khurana, HOD Epidemiology	Dr. Devesh Gupta, OIC Engineering
Dr. Ravinder Singh, OIC 1, Sanitation	Mr. Mishrilal, AE Civil PWD
Dr. Anshu Gupta, OIC Purchase	
Dr. Sonali Bhattar, OIC 2 (Quality)	
Dr. Sushma Kumari, OIC-2, Sanitation	
Dr. Muthuvenkatachalam. S, AP, Psy Nursing	
Dr. Priyanka, SR Microbiology	
Mr. R.P. Yadav, AE Electrical PWD	
Mr. Yogesh Kumar, JE Electrical	
Ms. Vimla Gupta, ANS	
Ms. Vibhuti Rastogi, Dietician	
Ms. Kavita Tyagi, Pharmacist	
Mr. Madan Pal Gautam, Artist	
Ms. Sonia P. Nair, Assistant, Purchase	
Ms. Shikha Bhargava, QM	
Ms. Anjali Rani, Asst QM	
Ms. Sunita Rani, Sr. Nursing Officer	
Ms. Seema Gupta, ICN	
Ms. Jasveer Dhandel, ICN	
Mr. Aman Kumar, Sanitation Supervisor	





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F 35/BMW/IHBAS/2023/ 170

Dated: 11.10.23

Subject: Minutes of meeting of HIC Committee held on 9.10.23

The HIC Committee meeting was held on 09 October 2023 at 11.00 am under the chairmanship of Director IHBAS in the activity room. The attendance is enclosed as annexure 1. The chairperson welcomed all the members for the October 2023 meeting.

The following agenda were discussed in the meeting:

1. Follow-up on HIC Meeting of 04 August 2023

The actions taken in response to the HIC meeting that took place on August 4, 2023, were examined. The discussions led to the identification of the subsequent key points:

Kitchen Sanitation and Hygiene:

The issues regarding ventilation, and pest control were discussed thoroughly. Ms. Vibhuti, Dietician at IHBAS, brought to the committee's attention non-functional chimneys affecting ventilation, which in turn posed difficulties for kitchen staff in wearing masks and caps. Ms. Vibhuti highlighted the urgent need for pest control against rodents, cockroaches, bedbugs, ants, mosquitoes, and lizards.

Actions:

Non-functional chimneys: Director sir asked Mr. R.P. Yadav, AE Electrical PWD, to investigate. Mr. Yadav informed the committee that the repair work is scheduled to commence within 1 week during the evening hours of kitchen operations. (Action: Mr. R.P. Yadav) (Time Frame: 1 week)

Pest control: Director sir advised engineering section to assess and address this concern across all hospital departments on an urgent basis. (Action: Mr. Mishri Lal) (Time Frame: ASAP).

2. Feedback of HAI Data and Infection Control Measures

ICN presented the Healthcare-Associated Infections (HAI) data for the month of September 2023. She provided data on hand hygiene compliance, Catheter-Associated Urinary Tract Infections (CAUTI), Central Line-Associated Bloodstream Infections (CLABSI), Ventilator-Associated Pneumonia (VAP), and Needle Stick Injuries for the months of September 2023.

She highlighted the satisfactory water culture reports that were received from all departments of IHBAS during these months. However, she expressed concerns about issues such as the interrupted water supply. Action items were assigned to address issues related to water supply, and hand hygiene compliance.

Action Items:

Interrupted Water Supply: Director Sir requested Mr. Mishri Lal to address the issue of the interrupted water supply. Mr. Sharma informed us that he had submitted an estimate to Director Sir and assured that these problems would be resolved promptly. (Action: Mr. Mishri Lal) (Time Frame: ASAP)

Hand Hygiene Compliance: In response to the hand hygiene compliance rate of 78.79% Dr. Renu Gupta highlighted the need for improvement in hand hygiene practices in all the clinical areas.

3. Review of preparedness for Kayakalp external assessment

Dr Renu Gupta informed the committee that external assessment for Kayakalp is scheduled for 12-13 October 2023 and requested all the OIC, nodal officers to coordinate the activities across their areas and cross check all the points as per Kayakalp guidelines. It was informed that quality managers have already circulated the key points pertaining to sanitation and cleaning, engineering, administration, dietetics, and nursing management requiring urgent attention. Director sir desired that immediate action should be taken by all the concerned persons to resolve the queries.

Action items:

OIC Sanitation to coordinate the clearance of external vendors and MCD dustbins, ensure cleanliness at Gate No. 2 Shops, oversee sanitation staff uniform and training, cleaning of all patient care areas with record review.

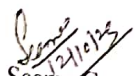
OIC Security to coordinate and oversee staff briefing on visitor policy, no-smoking policy, footwear restrictions, fines, and crowd management.


OIC Engineering, in collaboration with AE Electrical and Civil (PWD), will coordinate and oversee the checking and maintenance of loose wires and electrical points, noise reduction, road upkeep, equipment care, signage, water management, pest control, kitchen maintenance, and document management.

JDA Admin to coordinate and delegate responsibilities for the provision of all administrative documents.

ANS is tasked with ensuring patient dress, linen, 5S implementation, OPD treatment areas, glove protocols, stock maintenance, complaint registers, crash carts, oxygen cylinders, and overall ward maintenance. Also, if there is any stock of expired medicines in any ward should be managed as per IHBAS disposal policy.

This issues with the approval of the Director


Ms. Seema Gupta
(ICN)


12/10/23
Dr Renu Gupta
(Member secretary & Infection Control Officer)

Distribution:

Sr PS to Director for information pl.

All HIC committee members

JDA



Attendance (Annexure- 1)

27/11

Attendees	Could not attend
Dr. Rajinder K. Dhamija, Director Dr. V.K.S. Gautam, AP, Neurosurgery Dr. Renu Gupta, ICO Dr. Devesh Gupta, OIC Engineering Dr. Sushma Kumari, OIC-2, Sanitation Dr. Muthuvenkatachalam.S, AP, Psy Nursing Dr. Priyanka, SR Microbiology Mr. R.P. Yadav, AE Electrical PWD Mr. Mishrilal, AE Civil PWD Mr. Yogesh Kumar, JE Electrical Mr. Anil Kumar Rai, ANS HIC Ms. Vimla Gupta, ANS Ms. Vibhuti Rastogi, Dietician Ms. Rachna Bharti, Pharmacist Mr. Rahul Borkar Ms. Shikha Bhargava, QM Ms. Anjali Rani, Asst QM Ms. Sunita Rani, Sr. Nursing Officer Ms. Seema Gupta, ICN Ms. Jasveer Dhandel, ICN3 Mr. Arun Kumar, Supervisor Security Mr. Aman Kumar, Sanitation Supervisor	Dr. Omprakash (DMS) Dr. Rajeev Thakur, Lead and Advisor HIC Dr. Deepak Kumar, HOD Psychiatry Dr. Suman Kushwaha, HOD Neurology Dr. Sarbjeet Khurana, HOD Epidemiology Dr. Ravinder Singh, OIC 1, Sanitation Dr. Rachna Agrawal, OIC Repairing and Maintenance Dr. Aryind Arya, HOD Neuroanesthesia Dr. Aldrin Anthony, OIC Security Dr. Himanshu, Nodal officer, security Ms. Sonia P. Nair, Assistant, Purchase

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Tel.: 2211 4021, 32, 2259 1911-16 website: ihbas.delhigovt.nic.in

F 35/BMW/IHBAS/2023/ 171

Dated: 11.10.2023

Subject: Minutes of meeting of BMW Committee held on 9.10.23

The BMW Committee meeting was held on 09.10.23 at 11 am under the chairmanship of Director IHBAS in the activity room. The attendance sheet is enclosed as Annexure 1.

The following agenda were discussed in the meeting: -

Status Update on Effluent Treatment Plant (ETP) Monitoring System:


OIC BMW sought information from Mr. R P Yadav, AE Electrical PWD, regarding the nonfunctional ETP plant. The need for urgent action was emphasized, considering the repeated reminders from DPCC to restore functionality to the ETP plant. OIC BMW requested OIC Engineering to provide a suitable reply, to be forwarded to DPCC, informing them of the status of the ETP.

The Director instructed Mr. Yadav to take immediate and decisive action. Regular progress updates are to be communicated promptly to OIC BMW for further dissemination. (Action: Mr. RP Yadav, AE Electrical, PWD). (Time frame-1 day)

This issues with the approval of the Director


Ms. Seema Gupta

(ICN)


Dr Renu Gupta
(Infection Control Officer)

Distribution:

- Sr PS to Director for information pl.
- All HIC committee members
- JDA
- CQC NABH/ NABH cell to file



Attendance (Annexure- 1)

Attendees	Could not attend
Dr.RajinderK.Dhamija, Director	Dr.Omprakash (DMS)
Dr.V.K.S.Gautam, AP, Neurosurgery	Dr. Rajeev Thakur, Lead and Advisor HIC
Dr.Renu Gupta, ICO	Dr. Deepak Kumar, HOD Psychiatry
Dr. Devesh Gupta, OIC Engineering	Dr. SumanKushwaha, HOD Neurology
Dr.SushmaKumari, OIC-2, Sanitation	Dr.SarbjeetKhurana, HOD Epidemiology
Dr.Muthuvenkatachalam.S, AP, Psy	Dr.Ravinder Singh, OIC 1, Sanitation
Nursing	Dr.RachnaAgrawal, OIC Repairing and Maintenance
Dr. Priyanka, SR Microbiology	Dr. Arvind Arya, HOD Neuroanesthesia
Mr.R.P.Yadav, AE Electrical PWD	Dr.AldrinAnthony, OIC Security
Mr.Mishrilal, AE Civil PWD	Dr.Himanshu, Nodal officer, security
Mr. Yogeshkumar, JE Electrical	Ms. Sonia P.Nair, Assistant, Purchase
Mr. Anil Kumar Rai, ANS HIC	
Ms. Vimla Gupta, ANS	
Ms.VibhutiRastogi, Dietician	
Ms.Rachna Bharti, Pharmacist	
Mr. Rahul Borkar	
Ms. Shikha Bhargava, QM	
Ms. Anjali Rani, Asst QM	
Ms.Sunita Rani, Sr. Nursing Officer	
Ms.Seema Gupta, ICN	
Ms.JasveerDhandel, ICN	
Mr.ArunKumar, Supervisor Security	
Mr.AmanKumar, Sanitation Supervisor	

Jeetu



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F 35/BMW/IHBAS/2023/1-5 7

Dated: 10.8.23

Subject: Minutes of meeting of IHC Committee held on 4.8.23

The IHC Committee meeting was held on 04 August 2023 at 12.00 pm under the chairmanship of Director IHBAS in the activity room. The attendance is enclosed as annexure 1. The chairperson welcomed all the members for the August 2023 meeting.

The following agenda were discussed in the meeting:

1. Follow-up on IHC Meeting of 15 March 2023

The actions taken in response to the IHC meeting that took place on March 15, 2023, were examined. The discussions led to the identification of the subsequent key points:

Antibiotic policy: Dr. Renu Gupta re-emphasizing the significance of enacting and implementing an effective antibiotic policy towards antimicrobial stewardship informed the committee that she had already shared the IHBAS antibiotic policy with all clinical departments for their valuable inputs. She reiterated her request for all clinical departments to thoroughly review the existing antibiotic policy and provide suggestions that align with their clinical needs. **(Action: All HODs of Clinical department and Infection control Officer) (Time frame: 1 month)**

2. Enrollment of NICU in HAI-AIIMS ICMR Surveillance Network

Dr. Renu Gupta provided an update on the enrollment of the Neurology Intensive Care Unit (NICU) in the HAI-AIIMS ICMR Surveillance Network. She informed the committee that the NICU has successfully been enrolled, and the staff has undergone training to facilitate surveillance activities. She shared that the NICU has already submitted three months' data for evaluation. The data is currently under assessment by the surveillance network. Dr. Gupta highlighted her commitment to oversee the process of data collection and reporting for healthcare-associated infections from the NICU. She assured the committee that she will be actively involved in ensuring the regularity and accuracy of this process.

3. Kitchen Sanitation and Hygiene

The issues regarding kitchen sanitation, ventilation, and pest control were discussed thoroughly. Ms. Vibhuti, Dietician at IHBAS, brought to the committee's attention the shortage of sanitation materials in the kitchen, leading to compromised sanitation practices. She also raised concerns about non-functional chimneys affecting ventilation, which in turn posed difficulties for kitchen staff in wearing masks and caps. Ms. Vibhuti highlighted the urgent need for pest control against rodents, cockroaches, bedbugs, ants, mosquitoes, and lizards.

Actions:

- **Sanitation material shortage:** Director sir instructed the Senior Account Officer to expedite the processing of the sanitation file to address the shortage of sanitation materials in the kitchen. (Action: Sr. Account Officer) (Time Frame: ASAP)
- **Non-functional chimneys:** Director sir asked Mr. R.P. Yadav, AE Electrical PWD, to investigate. Mr. Yadav informed the committee that he had submitted the estimate for chimney repair. The repair work is scheduled to commence within 20-25 days during the evening hours of kitchen operations. (Action: Mr. R.P. Yadav) (Time Frame: 20-25 days)
- **Pest control:** Director sir advised engineering section to assess and address this concern across all hospital departments on an urgent basis. Mr. Rohit Sharma, JE Civil, stated that he had submitted an estimate to Director Sir for this purpose. (Action: Mr. Rohit Sharma) (Time Frame: ASAP). Director sir also requested that Dr Divesh Gupta (OIC Engineering) is also included for this meeting from the next time.

4. Feedback of HAI Data and Infection Control Measures

ICN presented the Healthcare-Associated Infections (HAI) data for the months of April, May, and June 2023. She provided data on hand hygiene compliance, Catheter-Associated Urinary Tract Infections (CAUTI), Central Line-Associated Bloodstream Infections (CLABSI), Ventilator-Associated Pneumonia (VAP), and Needle Stick Injuries for the months of April to June 2023.

She highlighted the satisfactory water culture reports that were received from all departments of IHBAS during these months. However, she expressed concerns about issues such as interrupted water supply and the need for action like cleaning overhead water tanks in several departments. Action items were assigned to address issues related to water supply, needle stick injury forms validation, blood culture bottles, and hand hygiene compliance.

Action Items:

- **Interrupted Water Supply and Water Tank Cleaning:** Director Sir requested Mr. Rohit Sharma to address the issue of interrupted water supply and the cleaning of overhead water tanks. Mr. Sharma informed us that he had submitted an estimate to Director Sir and assured that these problems would be resolved promptly. (Action: Mr. Rohit Sharma) (Time Frame: ASAP)
- **Validation of Needle Stick Injury Forms:** Dr. Renu Gupta inquired about the validation process for needle stick injury forms. ICN was directed to ensure thorough validation to maintain accurate records. (Action: ICN) (Time Frame: Ongoing)
- **Blood Culture Bottle Supply:** Dr. Renu Gupta inquired with Dr. Priyanka Sharma, senior resident Microbiology regarding the consistent availability of an adequate quantity of blood culture bottles for the Clinical departments. In response, Dr. Priyanka clarified that there is presently no shortage of blood culture bottle supply to the clinical departments.
- **Hand Hygiene Compliance:** In response to the hand hygiene compliance rates varying from 83 to 85%, Dr. Renu Gupta highlighted the need for improvement in hand hygiene practices in all the clinical areas.

5. Review of Infection prevention control assessment framework (IPCAF) tool: Dr. Renu informed the committee members that Delhi state health mission has shared the IPCAF tool for self-assessment of infection control practices. The internal assessment using this tool resulted in IHBAS securing a score of 720 out of 800 marks. The assessment highlighted certain areas of improvement. The provision of separate budget head for IIC and BMW management activities and annual training of all healthcare workers were identified as gap areas but are easily implementable.

Sister Seema Gupta informed that the administration has rejected the proposal of providing separate budget head. However, Dr. Renu emphasized the importance of compliance to this citing it as a statutory requirement under the Biomedical Waste Management Rules. Director sir advised to bring this matter again on file. Dr. Renu suggested implementing annual training sessions as a low-hanging fruit for immediate improvement. This was well received and will be executed. (Action: Infection Control Committee) (Time Frame: Ongoing)

This issues with the approval of the Director

Seema
19/8/23
Ms. Seema Gupta
(ICN)

Renu
19/8/23
Dr Renu Gupta
(Infection Control Officer)

Distribution:

- Sr PS to Director for information pl.
- All HIC committee members
- JDA
- CQC NABH/ NABH cell to file

Annexure- 1

The following members attended the meeting: -

1. Dr.Rajinder K.Dhamija, Director, IHBAS
2. Dr V.K.S.Gautam (Assistant professor, Neurosurgery)
3. Dr Renu Gupta (Infection Control Officer)
4. Dr. Deepak Kumar, HOD Psychiatry
5. Dr Ravindra Singh ,Associate professor medical anthropology, OIC sanitation
6. Dr Sushma Kumari, Assistant professor (Nodal Officer, Sanitation)
7. Dr. Priyanka (SR Microbiology)
8. Mr.R.P.Yadav, AE Electrical PWD
9. Mr. Yogesh kumar, JE Electrical
10. Mr.Rohit Sharma, JE Civil PWD
11. Mr Anil Kumar Rai (ANS HIC)
12. Ms Vibhuti Rastogi (Dietician)
13. Ms Sunita Rani, Sr. Nursing Officer
14. Ms Seema Gupta (Nursing officer HIC)
15. Mr.Aman Kumar(Sanitation Supervisor)

The following members could not attend the meeting:

1. Dr.Omprakash (DMS)
2. Dr. Rajeev Thakur, Lead and Advisor HIC
3. Dr Sarbjeet Khurana (HOD Epidemiology)
4. Dr Arvind Arya (HOD Neuroanesthesia)
5. Dr.Aldrin Anthony, Assistant Professor, Neurology
6. Dr Muthuvenkatachalam.S. (Assistant Professor, Psychiatric Nursing)
7. Mr Mishrilal, AE Civil PWD
8. Ms Sunita Rani, Sr. Nursing Officer
9. Ms Sonia P.Nair, Assistant, Purchase
10. Ms Rachna Bharti (Pharmacist)
11. Ms Jasveer Dhandel (Nursing officer HIC)



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F 35/BMW/IHBAS/2023/ 1-5 B

Dated: 10.08.2023

Subject: Minutes of meeting of BMW Committee held on 04.8.23

The BMW Committee meeting was held on 04.8.23 at 12:30 pm under the chairmanship of Director IHBAS in the activity room. The attendance sheet is enclosed as Annexure I.

The following agenda were discussed in the meeting: -

Status of online monitoring system of Effluent Treatment Plant: OIC BMW inquired Mr. R P Yadav, AE electrical PWD about the status of making the nonfunctioning ETP plant functional. Mr. Yadav informed that he has submitted the estimate for repair and work can start only after the approval. Director sir instructed Mr. Yadav to take immediate action and report to IHC member secretary with copy to Director office the progress in work on timely basis and sort out the matter at the earliest. (Action: Mr. RPYadav, AE Electrical, PWD). (Time frame-4 weeks).

Status of e-waste Management: The status of e-waste management was brought under consideration during the meeting. It was highlighted that e-waste management constitutes a distinct component of waste management and falls outside the immediate scope of the Biomedical Waste Management (BMW) committee. ICN, Ms Seema Gupta informed that an e-Waste Management Committee has already been constituted with Dr. C. B. Tripathi as the chairperson and Dr. Muthu Vankatachalam, as the Member Secretary of the e-Waste Management Committee. She conveyed that Dr. Muthu Vankatachalam is on leave today but he has telephonically conveyed that steps are being taken to functionalize e waste management at IHBAS. Director sir emphasized the significance of addressing e-waste management on a priority basis. He noted that the Delhi Pollution Control Committee (DPCC) has requested an annual report on e-waste management, making compliance essential. (Action: Dr. Muthu Vankatachalm, Assistant professor Psychiatric Nursing) (Time frame-4 weeks)

Annual training on BMW: Dr. Renu Gupta informed that both induction training and annual training of all the employees is essential under Biomedical waste management rule 2016 and modified thereof. She suggested that annual training of all the IHBAS employees, including all the faculty members should be started. Director sir agreed to the proposal stating that Quality cell should organize the training program jointly with IHC and BMW committee members. (Action: Department of CQC) (Time frame-4 weeks)

Agenda: Any Other Matters (With Chair's Permission)

Rainwater Harvesting System: It was emphasized that the rainwater harvesting system should be made functional to optimize its utility. Director sir, acknowledging the importance

of functional rainwater harvesting, instructed Mr. Rohit Sharma, Junior Engineer (JE) Civil from the Public Works Department (PWD), to ensure its functionality without delay. (Action: Mr. Rohit Sharma, JE Civil, PWD) (Time Frame: 1 week)

This issues with the approval of the Director

Seema Gupta
17/8/23
Ms. Seema Gupta

(ICN)

Seema Gupta
18/8/23
Dr. Seema Gupta
(Infection Control Officer)

Distribution:

- Sr PS to Director for information pl.
- All HIC committee members
- JDA
- CQC NABH/ NABH cell to file

Annexure-I

The following members attended the meeting: -

1. Dr. Rajinder K. Dhamija, Director, IHBAS
2. Dr. V.K.S. Gautam (Assistant professor, Neurosurgery)
3. Dr. Renu Gupta (Infection Control Officer)
4. Dr. Deepak Kumar, HOD Psychiatry
5. Dr. Ravindra Singh, Associate professor medical anthropology, OIC sanitation
6. Dr. Sushma Kumari, Assistant professor (Nodal Officer, Sanitation)
7. Dr. Priyanka (SR Microbiology)
8. Mr. R.P. Yadav, AE Electrical PWD
9. Mr. Yogesh Kumar, JE Electrical
10. Mr. Rohit Sharma, JE Civil PWD
11. Mr. Anil Kumar Rai (ANS HIC)
12. Ms. Vibhuti Rastogi (Dietician)
13. Ms. Sunita Rani, Sr. Nursing Officer
14. Ms. Seema Gupta (Nursing officer HIC)
15. Mr. Aman Kumar (Sanitation Supervisor)

The following members could not attend the meeting:

1. Dr. Omprakash (DMS)
2. Dr. Rajeev Thakur, Lead and Advisor HIC
3. Dr. Sarbjit Khurana (HOD Epidemiology)
4. Dr. Arvind Arya (HOD Neuroanesthesia)
5. Dr. Aldrin Anthony, Assistant Professor, Neurology
6. Dr. Muthuyenkatachalam.S. (Assistant Professor, Psychiatric Nursing)
7. Mr. Mishrilal, AE Civil PWD
8. Ms. Sunita Rani, Sr. Nursing Officer
9. Ms. Sonia P. Nair, Assistant, Purchase
10. Ms. Rachna Bharti (Pharmacist)
11. Ms. Jasveer Dhandel (Nursing officer HIC)

F 35/BMW/IHBAS/2023/138

Dated 21.3.23

Subject: Minutes of meeting of IHC Committee held on 15.3.23

The IHC Committee meeting was held on 15 March 2023 at 2.00 PM under the chairmanship of Director IHBAS in the activity room.

The chairperson, Dr. RK Dhamija, Director, IHBAS welcomed all the members for the March 2023 meeting.

The following agenda were discussed in the meeting:

1. Action taken on IHC meeting held on 28.11.22.

Antibiotic policy: Dr. Renu Gupta citing the importance of antimicrobial stewardship informed the committee that Antibiotic Policy of IHBAS is to be submitted to Director General, Ministry of Health, and family welfare (MOHFW) by 25 March 2023. She informed that she has shared the existing Antibiotic policy of IHBAS with all the clinical departments for their inputs and requested them to make changes in the antibiotic policy based on their clinical requirements. She requested all the clinical departments to follow the antibiotic policy for empirical patient management. IOD Neurology expressed that it is equally important to ensure the availability of antibiotics in the formulary as per antibiotic policy towards implementation of the policy. She also raised the concern that many a times there are conflicting findings in the antibiotic susceptibility report and requested SR Microbiology to be pro-active and provide interpretative reporting towards antimicrobial stewardship. She further said that SR Microbiology should visit the Neurology ICU for discussion of antibiotics being prescribed. Dr. Renu Gupta advised the SR Microbiology to standardize culture sensitivity reporting as per guidelines issued by Clinical Laboratory Standard Institute (CLSI). Director sir advised SR Microbiology to be a clinical Microbiologist and assume a leadership role towards antimicrobial stewardship. He further added that in many institutes Microbiology department has been renamed as Infectious diseases department and urged that microbiologist should contribute towards rational antimicrobial prescribing (**Action: All IODs of Clinical department and Infection control Officer**).

Enrollment of NICU in HAI AIIMS ICMR surveillance network: Dr. Renu Gupta informed the committee that she had submitted the application to AIIMS HAI Surveillance network for inclusion of Neuro ICU in their network after approval of Director. It is expected that AIIMS team may visit IHBAS to evaluate the data collection mechanisms soon. (**Action: Infection Control Officer, ICN, Neurology Dept. and Microbiology Dept**)

Kitchen sanitation, hygiene, and kitchen audit review: Miss Vibhuti, Dietician informed the committee that there is shortage of sanitation material in the kitchen leading to compromise in sanitation of kitchen. Director sir asked Dr. Ravinder Singh and Dr. Sushma Kumari to provide sanitation material to kitchen in sufficient amount so that there is no such problem in future. Dr. Renu Gupta informed that now the kitchen audit is being done as per FSSAI standards by ICN on monthly basis. Sister Seema Gupta (ICN) reported that chimneys

are still not functioning leading to poor ventilation and cooks are having problems in wearing mask and caps. Director sir instructed Mr. Sudhir, JE Electrical PWD to look into the matter and submit the estimate for repairing of chimney. (Action: Dr. Ravinder singh OIC Sanitation, Dr. Sushma Kumari Nodal Officer Sanitation, Mr. Sudhir JE Electrical PWD and Miss Vibhuti Dietician)


Requirement of Computer and Printer: ICN informed that they have received the monitor and CPU but still computer is nonfunctional as other accessories are awaited to be procured (Action: ICN)


2. **Feedback of HAI Data:** ICN presented HAI data of month of January and February. She informed about unsatisfactory water culture reports from female AB ward and Psychiatric ICU in the month of February 2023. She further informed that necessary actions like cleaning of water coolers, overhead water tank and filters have been done and repeat water cultures have been sent. ICN also reported that TDS of water supply at IIBAS is very high (~800). Director sir asked from Mr. Sudhir to solve this problem to which he responded that the main RO system of institute is nonfunctional and requires repairing. Director instructed to Mr. Sudhir to submit estimate to repairing of RO on urgent basis towards sorting out this issue. ICN further shared the data of CAUTI, CLABSI, VAE & Needle stick injury for January, February 2023. (Action: Mr. Sudhir, JE Electrical PWD)
3. **Allocation of dedicated budget to IIC and BMW:** Dr. Renu informed the committee members that separate budget is required for IIC and BMW activities to ensure uninterrupted services. She advised ICNs to follow the file for allocation of budget towards IIC & BMW. (Action: ICN)
4. **Any other agenda:**

Shortage of blood culture bottles: Dr. Suman Kushwaha raised the concern of problems in sending the blood cultures due to shortage of blood culture bottles. She also reported that it is not possible to send blood cultures before antibiotic administration as Microbiology laboratory is functional from 9.00am-4.00pm. SR Microbiology mentioned that there is a shortage of blood culture bottles as same bottles are required for both water and blood cultures. Director sir instructed the SR Microbiology to sort this matter urgently so that there is uninterrupted supply of blood culture bottles. Sister Seema Gupta (ICN) informed the committee that blood culture bottles can be kept in incubator of emergency lab outside the routine working hours and sent to the Microbiology laboratory at the earliest. (Action: Microbiology department)

Antimicrobial Stewardship interventions: Dr. Renu Gupta informed the committee members that the project towards implementing the antimicrobial stewardship is ongoing and session for data presentation and implementing interventions is scheduled for Monday 20.3.2023 at 2.30 pm. She requested all the committee members to attend the session based on their convenience.

This issues with the approval of the Director


Ms. Seema Gupta
(ICN)


Dr Renu Gupta
(Infection Control Officer)

Distribution:

- Sr PS to Director for information pl
- All IIC committee members
- JDA
- CQC NABH/ NABH cell to file

The following members attended the meeting: -

1. Dr. RK Dhamija (Director, IHBAS)
2. Dr Suman Kushwaha (HOD, Neurology)
3. Dr Renu Gupta (Infection Control Officer) *
4. Dr Omprakash (DMS)
5. Dr. Deepak Kumar, HOD Psychiatry
6. Dr Sarbjeet Khurana (HOD Epidemiology)
7. Dr Ravindra Singh (OIC sanitation)
8. Dr Muthukatachalam S. (Assistant Professor, Psychiatric Nursing)
9. Dr Sushma Kumari (Nodal Officer, Sanitation)
10. Dr. Priyanka (SR Microbiology)
11. Mr M.S.Bhati (A.E.Civil)
12. Mr. Sudhir PWD (J.E.Electrical)
13. Mr Anil Kumar Rai (ANS IIC)
14. Ms Vibhuti Rastogi (Dietician)
15. Ms Sunita Rani, Sr. Nursing Officer
16. Ms Seema Gupta (Nursing officer IIC)
17. Ms Jasveer Dhandel (Nursing officer IIC)
18. Mr.Pradeep Kumar (Sanitation Supervisor)

The following members could not attend the meeting:

1. Dr V.K.S.Gautam (Assistant professor, Neurosurgery)
2. Dr. Rajeev Thakur, Lead and Advisor IIC
3. Dr Arvind Arya (HOD Neuroanesthesia)
4. Mr Neeraj PWD (A.E.Electrical)
5. Mr.Vipin PWD (AE Civil)
6. Ms Sonia P.Nair, Assistant, Purchase
7. Ms Rachna Bharti (Pharmacist)



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F 35/BMW/IHBAS/2023/ 139

Dated: 21.3.23

Subject: Minutes of meeting of BMW Committee held on 15.3.23

The BMW Committee meeting was held on 15.03.23 at 2.00 PM under the chairmanship of Director IHBAS in the activity room.

The chairperson Dr. RK Dhamija, Director IHBAS welcomed all the members for the March 2023 meeting.

The following agenda were discussed in the meeting: -

- 1. Status of online monitoring system of Effluent Treatment Plant:** OIC BMW inquired about the functioning of ETP plant from PWD. She cited the letter received from Delhi Pollution Control Committee (DPCC) on 14 February 2023 mentioning nonfunctioning online monitoring system of ETP, IHBAS. Dr Renu Gupta further apprised the committee members that BMW management is a statutory requirement and ETP must be made functional on priority. Director sir instructed Mr. Sudhir, JE Electrical PWD to take immediate action and report to HIC member secretary with copy to Director office as the matter is sorted out. (Action: Mr.Sudhir, JE Electrical, PWD).
- 2. Status of e-waste Management:** It was discussed that e-waste management is a separate component of waste management and does not fall directly under purview of Biomedical waste management committee. Dr. Muthu Vankatachalam, the member secretary of e waste management committee informed that the process of ensuring the functionality of e management committee has been initiated under the chairmanship of Dr. C B Tripathi. Director sir advised to take this matter on priority as annual report for the management of e -waste is being requested by DPCC and compliance is essential. (Action: Dr. Muthu Vankatachalm, Assistant professor Psychiatric Nursing)
- 3. Annual training on BMW:** Dr. Renu Gupta informed that both induction training and annual training of all the employees is essential under Biomedical waste management rule 2016 and modified thereof. She suggested that annual training of all the IHBAS employees including all the faculty members should be started. Director

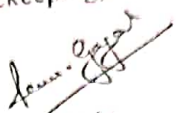
sir agreed to the proposal stating that Quality cell should organize the training program jointly with IHC and BMW committee members. (Action: Quality cell)

4. Any other agenda with the permission of chair: ICN raised the concern for need of attendant for IHC works like circulation of IHC circulars, files, daak, photocopies etc. The committee members agreed for the same and director sir advised Dr.Sarbjeeet (OIC Housekeeping) to give the attendant for IHC department on sharing basis with Quality cell. (Action-Dr. Sarbjeeet Khurana, OIC Housekeeping)

This issues with the approval of the Director


Ms. Seema Gupta

(ICN)


Dr Renu Gupta
(Infection Control Officer)

Distribution:

- Sr PS to Director for information pl.
- All IHC committee members
- e-waste management committee
- Quality cell
- Office file

List to the attendees:

1. Dr. RK Dhamija (Director, IIBAS)
2. Dr Suman Kushwaha (HOD, Neurology)
3. Dr Renu Gupta (Infection Control Officer)
4. Dr. Omprakash (DMS)
5. Dr. Deepak Kumar, HOD Psychiatry
6. Dr Sarbjeeet Khurana (HOD Epidemiology)
7. Dr Ravindra Singh (OIC sanitation)
8. Dr Muthuvenkatachalam.S. (Assistant Professor, Psychiatric Nursing)
9. Dr Sushma Kumari (Nodal Officer, Sanitation)
10. Dr. Priyanka (SR Microbiology)
11. Mr M.S.Bhati (A.E.Civil)
12. Mr.Sudhir PWD (J.E.Electrical)
13. Mr Anil Kumar Rai (ANS IHC)
14. Ms Vibhuti Rastogi (Dietician)
15. Ms Sunita Rani, Sr. Nursing Officer
16. Ms Seema Gupta (Nursing officer IHC)
17. Ms Jasveer Dhandel (Nursing officer IHC)
18. Mr.Pradeep Kumar (Sanitation Supervisor)

The following members could not attend the meeting:

1. Dr V.K.S.Gautam (Assistant professor, Neurosurgery)
2. Dr. Rajeev Thakur, Lead and Advisor IHC
3. Dr Arvind Arya (HOD Neuroanesthesia)
4. Mr Neeraj PWD (A.E.Electrical)
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6. Ms Sonia P.Nair, Assistant, Purchase
7. Ms Rachna Bharti (Pharmacist)