

## BEAS HOSPITAL

### Sub : Minutes of the Bio-Medical Waste Management Committee Meeting

1. A meeting of the Bio-Medical Waste Management Committee of this Hospital was held on 07 September 2018 at 3.30 pm under the chairmanship of the undersigned for the half year ending December 2018. The following members were present:

#	Name	Designation
i	Ms Neena Sharma	Matron
ii	Mr R K Soni	OIC Stores
iii	Ms Gurpreet Kaur Bhatia	Nursing Sister
iv	Ms Virender Dhaliwal	Nursing Sister
v	Ms Kamla Gill	Nursing Sister
vi	Ms Rajbir Siddhu	Nursing Sister
vii	Ms Raj Kumari	Nursing Sister
viii	Ms Veena Devi	Nursing Sister
ix	Ms Sandeep Padma	Nursing Sister
x	Ms Zeenat	Nursing Sister
xi	Ms Sharanjit Kaur	Nursing Sister
xii	Ms Parvinder Kapoor	Nursing Sister
xiii	Ms Paramjit Hundal	Nursing Sister
xiv	Mr. Mohinder Kumar	Incharge Housekeeping

2. The following points were discussed:

- a. Training of all staff and helpers involved in handling Bio-Medical Waste had been reinforced periodically during the period under review. Record of details of personnel trained is being maintained centrally. 187 personnel were trained in the last six months in batches of 10-15 each.
- b. Yearly health check up of all personnel involved in handling Bio-Medical Waste was carried out in the period under review and up to date records are maintained.
- c. Training of new entrants to the Hospital was reviewed. Those whose training was due were identified.
- d. Schedule of training of staff in the next half year was finalized and intimated.
- e. The last audit carried out to check the efficiency of Bio-Medical waste collection, transport, storage and disposal procedures in the Hospital was ratified and detailed procedure for the next audit was finalized.
- f. The quality of different color - coded bags used in Bio-Medical Waste Management was reviewed. The recent requirement of PPCB to use compostable bags instead of non-chlorinated bags was discussed.
- g. Members were requested to bring out any practical difficulties encountered in the training and allocation of manpower and disposal procedures of bio-medical waste and to take/suggest remedial measures.
- h. It was confirmed that all personnel involved in handling Bio-Medical Waste have been instructed to exercise due care and caution in the discharge of their duties so that the chances of occurrence of any accident/spill is minimized. In case of any spill SOP is to be strictly followed.

- i. All were requested to do their duty with utmost care and ensure that all guidelines issued from time to time for waste of Bio-Medical disposal are strictly followed.
  - j. The importance of frequent appropriate hand-washing and universal precaution practice was highlighted.
  - k. Sodium Hypochlorite solution concentrate solution as per required guidelines is 1-2 %.
  - l. Steps for spill management were discussed in detail.
3. There being no further points, the meeting was declared closed and it was decided that the next meeting would be held in March 2019.



Dr Lalit Kapur  
**Chairman-Bio Medical Waste**

Distribution: All Concerned

CC: Chief Administrator

CC: Director

CC: Administrator