

BEAS HOSPITAL

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

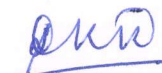
1. A meeting of the Bio-Medical Waste Management Committee of this Hospital was held on 11 March 2019 at 3.30 pm under the chairmanship of the undersigned for the half year ending June 2019. The following members were present:

Name	Designation
Ms Neena Sharma	Matron
Mr R K Soni	OIC Stores
Ms Gurpreet Kaur Bhatia	Nursing Sister
Ms Virender Dhaliwal	Nursing Sister
Ms Kamla Gill	Nursing Sister
Ms Rajbir Siddhu	Nursing Sister
Ms Veena Devi	Nursing Sister
Ms Sandeep Padda	Nursing Sister
Ms Zeenat	Nursing Sister
Ms Sharanjit Kaur	Nursing Sister
Ms Parvinder Kapoor	Nursing Sister
Ms Paramjit Hundal	Nursing Sister
Mr. Mohinder Kumar	Incharge Housekeeping

2. The following points were discussed:
 - a. Training of all staff and helpers involved in handling Bio-Medical Waste has been carried out in a phased manner during the period under review. A record of details of personnel trained is being maintained centrally 198 personnel were trained in the last six months in batches of 15-20 each.
 - b. Yearly health check up of all personnel handling Bio-Medical Waste was carried out and up to date records maintained.

- c. Training of new entrants to the Hospital was reviewed. Those whose training was due were identified and their names included in the training schedule for the half-year ending June 2019.
- d. Schedule of training of staff during the next half year was finalized and intimated to all concerned.
- e. The last audit(s) carried out to check the efficiency of Bio-Medical waste collection, transport, storage and disposal procedures in the Hospital were ratified and detailed procedure for the next audit was drawn up.
- f. The quality of different color - coded non-chlorinated bags used in Bio-Medical Waste Management was reviewed and the feasibility of replacing them with compostable 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 reiterated that all personnel involved in handling Bio-Medical Waste should be instructed to exercise due care in the discharge of their duties so that the chances of occurrence of any accident/spill is minimized. SOP of spill management was discussed in detail
- i. All functionaries were requested to perform their duties with utmost care and ensure that all guidelines issued from time to time for Bio-Medical waste disposal are strictly followed.
- j. The importance of frequent hand-washing and observance of universal precautions was highlighted.

3. There being no further points, the meeting was declared closed and it was decided that the next meeting would be held in September 2019.



Lalit Kapur

Chairman-Bio Medical Waste Management Committee

Distribution: All Concerned

CC: Chief Administrator

CC: Director

CC: Administrator

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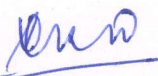
1. A meeting of the Bio-Medical Waste Management Committee of this Hospital was held on 10 Sep 2019 at 3.00 pm under the chairmanship of the undersigned for the half year ending Dec 2019. The following members were present:

Name	Designation
Ms Neena Sharma	Matron
Mr R K Soni	OIC Stores
Ms Gurpreet Kaur Bhatia	Nursing Sister
Ms Virender Dhaliwal	Nursing Sister
Ms Kamla Gill	Nursing Sister
Ms Rajbir Siddhu	Nursing Sister
Ms Veena Devi	Nursing Sister
Ms Sandeep Padda	Nursing Sister
Ms Zeenat	Nursing Sister
Ms Sharanjit Kaur	Nursing Sister
Ms Parvinder Kapoor	Nursing Sister
Ms Paramjit Hundal	Nursing Sister
Mr. Mohinder Kumar	Incharge Housekeeping

2. The following points were discussed:
 - a. Training of all staff and helpers involved in handling Bio-Medical Waste has been carried out in a phased manner during the last six months. A record of details of personnel trained is being maintained centrally. 183 personnel were trained in batches of 15-20 each.
 - b. Yearly health check up of all personnel handling Bio-Medical Waste is being carried out and up to date records maintained.

- c. Training of new entrants to the Hospital was reviewed. Those whose training was due were identified and their names included in the training schedule for the half-year ending Dec 2019.
- d. Schedule of training of staff during the next half year was finalized and intimated to all concerned.
- e. The last audit(s) carried out to check the efficiency of Bio-Medical waste collection, transport, storage and disposal procedures in the Hospital were ratified and detailed procedure for the next audit was drawn up.
- f. The quality of different color-coded non-chlorinated bags used in Bio-Medical Waste Management was checked and it was clarified that replacing them with compostable bags has been put on hold pending the availability of the latter in the market.
- 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. All personnel involved in handling Bio-Medical Waste are being instructed to exercise due care in the discharge of their duties so that the chances of occurrence of any accident/spill is minimized. SOP of spill management was reiterated for everyone's benefit.
- i. All functionaries were requested to remain vigilant in the performance of their duties and ensure that all updated guidelines for Bio-Medical waste disposal are strictly followed.
- j. The importance of frequent hand-washing and observance of universal precautions was again highlighted.

3. There being no further points, the meeting was declared closed and it was decided that the next meeting would be held in March 2020.



Dr Lalit Kapur

Chairman-Bio Medical Waste Management Committee

Distribution: All Concerned

CC: Chief Administrator

CC: Director

CC: Administrator