

Annexure-I

Minutes of Meeting of : Biomedical Waste Management Committee- Bhota Charitable Hospital Bhota Distt. Hamirpur (H.P)-176041

Meeting Held on: 10-06-2024

Venue: Conference Hall at 3:00 PM

Meeting chaired by Mr. Jeetendra Jaggi, Administrator Bhota Hospital and attended by the members of Bio Medical Waste Management Committee and other concerned staff.

1. Chairman- Mr. Jeetendra Jaggi, Administrator
 2. Vice Chairman - Dr. Raj Kumar Kanwar, CMO
 3. Member-Mr. S. K Malhotra, Engineer
 4. Member- Mr. Kanwar Singh, Sr. Tech. (Blood Centre)
 5. Member-Ms. Atrika Kumari, Nursing Sister
 6. Member-Mr. Ram Krishan, Supervisor (Housekeeping)
- Ms. Bandna Kumari, Nursing Sister
 - Mr. Satinder Kumar, Counter Clerk

Minutes of the Meeting:

1. Establishing Hospital Specific Plans for Biomedical Waste Management
 - The committee discussed the need for Regular Updation of Standard Operating Procedures that address the specific types and volumes of biomedical waste generated at the hospital.
 - It was agreed to apprise all committee members responsible for updating these plans, which will include input from various departments including Nursing, OPD, Laboratory & Committees like Bio Medical Waste Management, and Infection Control.
2. Supervision & Monitoring
 - A proposal was presented to enhance monitoring mechanisms for biomedical waste disposal.
 - It was decided that regular comprehensive rounds will be conducted every month to ensure compliance with established protocols.
 - The committee emphasized the importance of real-time tracking systems for waste collection and disposal.

3. Implementation Strategies for Effective Waste Management

- Various strategies were discussed, including:
- Training sessions for all staff on proper waste segregation and disposal techniques.
- Implementation of color-coded bins across all departments to facilitate segregation at the source.
- It was emphasized that newly inducted staff should be trained about safe handling & Segregation of Biomedical Waste.

4. Ensuring the Safety of Biomedical Waste Handlers

- The committee highlighted the need for stringent safety protocols to protect handlers from potential hazards.
- It was agreed that all handlers will undergo mandatory training on personal protective equipment (PPE) usage and emergency response procedures.
- All Bio-Medical Waste Handlers should be immunised against Tetanus and Hepatitis-B. They should also be conversant with Infection Control Procedures including Universal Precautions.



J. Jaggi
Administrator
Bhota Charitable Hospital
Bhota - 176041
Distt. Hamirpur (H.P.)

Minutes of Meeting of : Biomedical Waste Management Committee- Bhota Charitable
Hospital Bhota Distt. Hamirpur (H.P)-176041

Meeting Held on : 09-01-2025

Venue: Conference Hall at 3:00 PM

Meeting chaired by Mr. Jeetendra Jaggi, Administrator Bhota Hospital and attended by the members of Bio Medical Waste Management Committee and other concerned staff.

1. Chairman- Mr. Jeetendra Jaggi, Administrator
2. Vice Chairman - Dr. Raj Kumar Kanwar, CMO
3. Member-Dr. Naveen Chander, SMO
4. Member-Ms. Atrika Kumari, Nursing Sister
5. Member-Mr. Ram Krishan, Supervisor (Housekeeping).

- Ms. Bandna Kumari, Nursing Sister
- Ms. Rekha Kumari, Staff Nurse
- Ms. Priyanka Mehra, Jr. Tech Medical (Lab)
- Mr. Satinder Kumar, Counter Clerk

Minutes:

1. Biomedical Waste Management Rules

- Reviewed the current biomedical waste management rules as per the latest guidelines.
- Emphasis was placed on the proper segregation, storage, and disposal of biomedical waste.
- Identified areas requiring stricter adherence to the rules.

2. Compliance

- Discussed the status of compliance across departments.
- It was noted that most departments are following protocols, but training of newly inducted staff was required to prevent any lapses.
- Decided to conduct regular trainings and provide feedback to ensure 100% compliance.

3. Training of New Staff

- Chief Medical Officer Dr. R.K. Kanwar highlighted the importance of training newly recruited staff in biomedical waste management protocols.
- Agreed to conduct a quarterly orientation program for new as well as old staff.
- Training to include hands-on sessions and assessments especially about "Management of Blood Spills".

4. Immunization of Staff

- Discussed the need for Hepatitis B & Tetanus Toxoid vaccination for all staff involved in handling biomedical waste.
- Decided to maintain an updated record of immunization status.
- A vaccination drive will be organized for any unvaccinated staff.

5. Management of Blood Spills

- Administrator J. Jaggi pointed out the need to Review the current protocol for managing blood spills and familiarise the staff with the standard practice.
- Emphasized the importance of immediate action to prevent contamination and infection.
- Decided to train staff on 10/1/25 on Management of Blood Spills. Dy Matron Bandna Kumari to coordinate the training session.

Decisions Taken:

1. Strengthen compliance monitoring with regular audits.
2. Organize quarterly training for new staff.
3. Ensure vaccination of biomedical waste handlers.
4. Conduct a training session on blood spill management on 10/1/25.



J. Jaggi
Administrator
Bhota Charitable Hospital
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Distt. Hamirpur (H.P.)