

No. Stores/LHMC/06/2019

भारत सरकार

Government of India

स्वास्थ्य सेवा महानिदेशालय

Directorate General of Health Services

स्वास्थ्य एवं परिवार कल्याण मंत्रालय

Ministry of Health & Family Welfare

लेडी हार्डिंग मेडिकल कॉलेज एवं श्रीमती सुचेता कृपलानी अस्पताल

Lady Hardinge Medical College & Smt. Sucheta Kriplani Hospital

शहीद भगत सिंह मार्ग, नई दिल्ली - ११०००१

Shaheed Bhagat Singh Marg, New Delhi-110001

२८ जून २०१९ / 28th June 2019

भंडार अनुभाग/Stores Section

OFFICE MEMORANDUM

1. The Stores Section is receiving directions to provide status of Medical Equipments installed in different departments of this institution. The DGHS is also monitoring the functional status of equipments & also holding meetings every month under chairpersonship of DDG (Planning). All Heads of Departments/Officer In Charge are requested to furnish the status (Functional & Nonfunctional) directly to the Stores Section in the already provided formats (also available on LHMC Website) on or before 7th of every month, (costing more than Rs. 1 Lakh including Incubators & Neo Natal Radiant Warmers). The department will be directly responsible for any lapses due to not providing any such information to the Stores Section in the given time frame.
2. The DGHS had also issued directions regarding maintenance of "Log Books" of the equipments installed in various departments in order to strengthen the strategies linked with the proper functioning of medical equipments & maintenance of the record of existing Medical Equipment. The departments are required to maintain the Log Books of all the Medical Equipments under supervision of HOD in compliance of the directions of DGHS/MoHFW.
3. It is also informed that the Repair-Maintenance Policy regarding Equipments of LHMC is dully printed inside these Log Books & is also available on LHMC Website, the concerned officials are requested to kindly take a note of the same & follow the instruction of this Repair-Maintenance Policy while dealing the Repair-Maintenance issues of the equipments of their departments.
4. The departments will be directly responsible for noncompliance of the directions of the DGHS/MoHFW.

Avanish Singh

Stores Officer

Lady Hardinge Medical College &

Smt. S. K. Hospital

Distribution;

1. All Heads of Departments/ Unit In-charge (with request to circulate this OM among all Faculty/Staff under them)
2. Chief Medical Officer A/E (with request to circulate this OM among all Faculty/Staff under A/E)
3. Chief Nursing Officer (with request to circulate the OM among Nursing Staff)

Copy to:

1. P.S. to Director, LHMC
2. Addl. M. S. (Stores)
3. LHMC Website