



Chairman

Ref. No.

NOTICE

Date ~~24/12/16~~ consultative meeting was held in the department following members were present-

Prof Rakesh Bhargava

Prof Zuber Ahmad

Prof Mohammad Shameem

Dr Imrana Masood

Dr Nafees Ahmad

Dr Arif Alam

Dr L Sailo

Mr Ramsevak

Mr Zaif Sherwani

Mr Khalid

Mr Rashid

The members discussed to improve the working of various labs under the department as it was put to notice that the equipments are often out of order due to poor maintenance, more over lab no 59 had very filthy look.

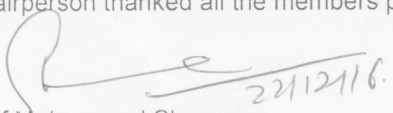
Hence it was decided that Mr Ramsevak will look after the cleanliness of the floor and will dispose all the waste of the bronchoscopy lab. If Mr Ramsevak is on leave, arrangement shall be made from IPD.

Mr Zaif Sherwani / Mr Ovais will look after the maintenance of various endoscopes in the lab, computers, maintain registers (log register, repair & maintenance register, QC register) and get it signed by the consultant on daily basis. They should inform the chairperson immediately if any equipment is out of order.

The department / university do not provide funds to repair equipment damaged due to negligence. The person concerned should take their job seriously; they should work with utmost care while handling the equipment. Next time if any equipment is found out of order, a committee will enquire the reason for the failure.

The meeting ended in cordial atmosphere with assurance from all the members present that they will work as a family for the development of the department.

Chairperson thanked all the members present for attending the meeting.


Prof Mohammad Shameem

Chairman
Dept. of T.B. & Resp. Disease
J. N. Medical College
A.M.U. Aligarh

Rashid











