No. D702/Gen

Office of the Registrar
(General Section)
Aligarh Muslim University
Aligarh

Dated: 21/12/2017

OFFICE MEMO

In partial modification of the Office Memo D.No.165/Gen dated 05.11.2007, the Vice-Chancellor has approved to reconstitute the Student Grievance Redressal Committee consisting of the following:

<table>
<thead>
<tr>
<th>For Department of Studies</th>
<th>For Halls of Residence</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Chairman of Department</td>
<td>1. Provost of Hall</td>
</tr>
<tr>
<td>2. Senior most Professor of the Department</td>
<td>2. Senior most Warden</td>
</tr>
<tr>
<td>3. Senior most Associate Professor of the Department</td>
<td>3. Five Senior Students selected by the Provost of Hall concerned on the basis of prescribed norms to represent the students in the committee.</td>
</tr>
<tr>
<td>4. Senior most Assistant Professor of the Department</td>
<td></td>
</tr>
<tr>
<td>5. Two students' representatives. (A topper from Boys and a topper from Girls will be the representatives of the Students. In the case of those courses in which admissions are made on the basis of the tests, rank of the students in the test will be taken into account for nominating the students' representative to the Committee. In the case of non test courses, the marks awarded in the qualifying examinations will be taken into account for nominating students representatives for the committee)</td>
<td></td>
</tr>
</tbody>
</table>

It has been further approved that Student Grievance Redressal Committee will be convened every month. If any, unusual issue regarding the students arises, an emergency meeting of the committee can be held.

(Prof. Javaid Akhter)
Registrar

Distribution:

01. All Deans of the faculties/DSW,
02. All Chairmen of the Departments of Studies,
03. All Directors/Coordinators of Institutes/AMU Nodal Centres/Centres etc.
04. All Principals of Colleges/Polytechnics/Schools
05. All Provosts of Halls of Residences/NRSC
06. All Heads of Offices/Sections.Cells/Units etc.
07. Assistant Registrar (VC's/PVC's, Secretariat)
08. P.S. to Registrar

Chairperson
Dept. of Obst. & Gynaecology
Medical College
Grievance Committee of the department was held on 16/9/14 at 3:00 PM.

Following were present:
1. Prof. Isam Bano (Richair) 
2. Dr. Zehra Mohsin
3. Grade Promod Rajaram - JR-III
4. Priyanka Seigh - JR-II
5. Alcona Haider - JR-I

Following issues were discussed and further plan of action decided:

- Management of soft and cold water drinking
- Management of male resident duty room
- Regular availability of UFI. PI in the department
- Nurse in ER should be responsible for drugs needed during Emergency and thus relieve JR II of heavy bags of medicines
- Facility of snacks and tea corner in the canteen for residents - To be discussed.
with principal.

To make 1/2 fluids available in a 7 on regular basis from drug store discussed and solved.

(Handwritten note)

20

16-9-14
Grievance Committee

1. Prof. Pawkii Khan Chairman
2. Prof. Noor Afshan Secretary Professor
3. Associate Professor NIE
4. Assistant Professors

Dr. Nazia Noor
Dr. Nazia

13/4/2018
Call meeting on coming Wednesday
18th April

· Dr. Farkha Jr. 3
· Dr. Ghausi Jr. 2
· Dr. Sane Jr. 2
· JKR, Darakshan
· JKR, D. Ekta
· Dr. Nadeem
· Dr. Ajay

Meet on 20th April 2018
DEPARTMENT OF OBSTETRICS & GYNAECOLOGY,
J.N. MEDICAL COLLEGE & HOSPITAL,
A.M.U., ALIGARH

D.No. 130 /OG/18
Dated: - 16.04.2018

All Members of Students Grievance Committee,
Department of Obstetrics & Gynaecology,
J.N. Medical College & Hospital.

NOTICE

A meeting of members of the Grievance Committee, Department of Obstetrics &
Gynaecology will be held on 20.04.2018(Friday) at 12.00 noon in the seminar room of the
Department.

Kindly attend the meeting in time.

Agenda: To discuss the academic, clinical and administrative challenges faced by Residents.

(Prof. Tamkin Khan)
Chairperson
Dept. of Obst. & Gynaecology
J.N. Medical College
A.M.U., Aligarh

Copy to:
1. Prof. Tamkin Khan (Chairperson)
2. Prof. Noor Afshan (Senior most Professor)
3. Dr. Nasreen Noor
4. Dr. Nazia Ishrat
5. Dr. Farha JR-3
6. Dr. Ghazali JR-2
7. Dr. Sana
8. Dr. Ekta JR
9. Dr. Nadeem
10. Dr. Ajay
Meeting of Grievance Committee Dept. of Obs. & Cynaec. held on 20.4.18 (Friday) at 12 Noon.

(1) Prof. Tamkin Khan

(2) Dr. Nasreen Noon

(3) Dr. Nazia Shahat

(4) Dr. Farah Azhar JR-3

(5) Dr. Sana Siddiqui JR-2

(6) Dr. Ahzali Fa

(7) Dr. Nadeem JR-1

(8) Dr. Ajay JR-1

(9) Dr. Ekta JR-1 on leave.

The following grievances were put in the meeting:

1. Leave rules to be provided to the residents at the time of admission.
2. Tackling the crises during Tuesday duty.
3. Safe drinking (cold) water supply near labour room.
4. Streamlining the attendance of PCs especially during indoor duty.
5. There should be at least 2 dopplers in working condition in labour room and one in OT.
7. Emergency tray in LR & emergency OT containing all drugs especially required in LR or OT.
8. One more CTG machine in prelabour room.
9. Episiotomy scissors are blunt (non-cutting so to be replaced.
10. Some delivery tables are not working.
11. Nursing staff of high risk & HDU can be restaffed to labour or prelabour in crisis.
12. CBC vial, PT-INR vial and plain vials should be available at nursing station.
Minutes of the meeting of the Grievance Committee Department of Obstetrics and Gynaecology held on 20.04.2018 (Friday) at 12 Noon.

1. Prof. Tamkin Khan (In Chair)
2. Dr. Nasreen Noor
3. Dr. Nazia Ishrat
4. Dr. Farah Azhar JR-III
5. Dr. Ghazali Farooqui JR-III
6. Dr. Sana Siddiqui JR-II
7. Dr. Nadeem JR-I
8. Dr. Ajay JR-I
9. Dr. Ekta JR-I On Leave

Following Grievances were put in the meeting:
1. Leave rules to be provided to the residents at the time of admission.
2. Tackling the crises during Tuesday duty.
3. Safe drinking (cold) water supply near labour room.
4. Streamlining the attendance of PGs especially during indoor duty.
5. There should be at least 2 doppler’s in working condition in labour room and one in OT.
7. Emergency tray in labour room and emergency OT containing all drugs especially required in labour room or OT.
8. One more CTG machine in pre labour room.
9. Episiotomy scissors are blunt (non-cutting) so to be replaced.
10. Some delivery tables are not working.
11. Nursing staff of high risk and HDU can be shifted to labour or prelabour in crisis.
12. CBC vial, PT- INR vial and plain vials should be available at nursing station.

Prof. Tamkin Khan
Chairperson

Date: 23.04.2018
Action Taken Report on the Grievances put in the meeting of the Grievance Committee Department of Obstetrics and Gynaecology held on 20.04.2018 (Friday) at 12 Noon.

1. Leave rules to be provided to the residents at the time of admission.
   The leave rules for the resident will be provided within one week of admission.

2. Tackling the crises during Tuesday duty.
   A meeting with other consultants will be held in August 2018 to discuss the matter.

3. Safe drinking (cold) water supply near labour room.
   A letter in this regard has been sent to the Principal & CMS, J.N.M.C.H with request to shift the newly installed water cooler in the toilet of New OBG Block to a clean and clear place in the block to provide safe drinking water supply near labour room for the residents.

4. Streamlining the attendance of PGs especially during indoor duty.
   We have already started the same on every Friday from 08:00 to 09:00 A.M. in the Seminar room with all consultants / unit incharge. You are directed to ensure that you are marked present.

5. There should be at least 2 doppler’s in working condition in labour room and one in OT.
   02 doppler’s are already available in labour room and one in OT with Mr. Mukesh Kumar, provided by the Jiv Daya Foundation w.e.f. 24-04-2018.

   You are directed to follow the Universal Infection Prevention Practices (UIPP) properly.

7. Emergency tray in labour room and emergency OT containing all drugs especially required in labour room or OT.
   Already available in labour room and HDU.

8. One more CTG machine in pre labour room.
   We have already sent the requirement of 05 CTG as per MCI, now again we are sending the request to the Principal & CMS, J.N.M.C.H for the same. (copy attached).
9. Episiotomy scissors are blunt (non-cutting) so to be replaced.
   Directions have been issued to Sister Incharge for arranging the same within one week.

10. Some delivery tables are not working.
    Directions have been issued to Sister Incharge for repairing the delivery tables.

11. CBC vial, PT- INR vial and plain vials should be available at nursing station.
    Miss. Atiya Zuberi, NCDM, JDF appointed to enquire for the supply of the above item.

Prof. Tamkin Khan
Chairperson
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

D. No. 779 /OG/18

Date: 31-07-18

All Members of the Students Grievance Committee
Department of Obstetrics & Gynaecology

Notice

A meeting of members of the Grievance Committee, Department of Obstetrics & Gynaecology will be held on 10-08-2018 (Friday) at 11:00 A.M. in Seminar Room of the Department.

Kindly attend the meeting in time.

Agenda: To discuss the academic, clinical and administrative challenges faced by Residents.

Prof. Tamkin Khan
Chairperson

Copy to:

1. Prof. Tamkin Khan (Chairperson).
2. Prof. Noor Afshan Sabzposh (Senior most Professor)
3. Dr. Nasreen Noor
4. Dr. Nazia Ishrat.
5. Dr. Ghazali JR-3.
6. Dr. Sana Siddiqui JR-3
8. Dr. Nadeem Akram JR-2
A meeting of the Grievance Committee of the Department of Obstetrics & Gynaecology held on 10-08-2018 (Friday) at 09.00 AM in the Seminar Room.

The following members attended the meeting:

1) Prof. Ramkai Khan
2) Dr. Naveen Noor
3) Dr. Ghazali
4) Dr. Sama Siddiqui
5) Dr. Nadeem Akram Nadeem
6) Dr. Agar
7) Mr. bha.

The following points were discussed:

1. Dr. Agar suggested that the current procedures for processing requests for holding rooms, HRU, HDU, and RR be more documented as it is time-consuming. It was explained that documentation of the
work is as important as seeing the patient.

However, the documentation of vital signs should be done by the nursing staff and it was decided that the CME will be organised to refresh their knowledge by the residents of the department.

Dr. Snehali & Dr. Ekta were given the responsibility to form a team & execute this plan.

2. The residents requested for a water cooler to be attached to RO and placed in the same room in the operation theater.

3. The residents raised the issue of lockers and requested that they be shifted to JR-3 duty room.

4. Residents requested that JR-2's should be decreased to every 4th Sunday. The request will be considered based on performance in test.
5) Request for Doppler
   in the Labour was made.
   It was explained to them
   that their clinical training
   requires that they
   listen to the fetal heart
   by a Stethoscope.

6) Request for increase in
    number of CTG machines
    was made to
    decrease the waiting time for
    patients. They were informed
    that steps are being taken
    and tender has been
    floated.

7) Residents suggested that
    patients
    waiting for discharge of JTH from nursery
    lead to overcrowding of beds and some
    arrangements should be made for them.
    CMS & newbie.

8) Exam going IR-2s should not be
    informed
    be asked to do OR
    OR be allowed
    to see a fixed number
    of patients and not
    be asked to work in
    0:00 a.m. & 2:00 p.m.
Meeting ended with thanks from the chain person that the residents had not come only with their problems but the problems of patient care and administrative problems as well.

Mr. Salman Type &
Catherine T
Minutes to workers
+ ABC Bulletin
+ Action plan report
$0 CMS, MS, IABC

11/8/2018
Minutes of the meeting of the Grievance Committee Department of Obstetrics and Gynaecology held on 10.08.2018 (Friday) at 11:00 A.M.

01. Prof. Tamkin Khan (In Chair)
02. Dr. Nasreen Noor
03. Dr. Ghazali Farooqui JR-III
04. Dr. Sana Siddiqui JR-III
05. Dr. Nadeem JR-II
06. Dr. Ajay JR-II
07. Dr. Ekta JR-II

The Following were discussed in the meeting.

1. Dr. Ajay suggested that the evening rounds by JR-II in the area of Holding Room, IIRW, HDU and Recovery Room be not documented as it is time consuming. It was explained to him that documentation of the work is as important as seeing the patient. However, the documentation of vitals should be done by the nursing staff and it was decided that the CME will be organized to refresh their knowledge by the residents of the department.

   Dr. Ghazali and Dr. Ekta were given this responsibility to form a team and execute this plan.

2. The residents requested for a water cooler to be attached to RO and install the same in the operation theatre.
3. The residents raised the issue of lockers and requested that they be shifted to JR-3 duty room.
4. Residents requested that duties of JR-3 should be decreased to every 4th Sunday. Request will be considered based on performance in test.

5. Request for Doppler in pre-labour room was made. It was explained to them that their clinical training requires that they listen to the fetal heart by a stethoscope.
6. Request for increase in number of CTG machine was made to decrease the waiting time for patients. They were informed that steps are being taken and tender has been floated.
7. Residents suggested that patients waiting for discharge of patients from nursery leads to overcrowding of beds and some arrangement should be made for them. Chief Medical Superintendent and Medical Superintendent will be informed.

8. Exam going JR-3 should not informed be asked to do extra OPDs. They will be allowed to see a fixed number of patients and not be asked to work in extra OPD after 02:00 P.M.

Meeting ended with thanks from the Chairperson that the Residents had come not only with their problems but the problem of patients care and administrative problem as well.

Prof. Tamkin Khan
Chairperson
Dept. of Obst. & Gynaecology
J.N. Medical College
A.M.U., Aligarh
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

D. No. 105/OG/18

Date: 13-09-2018.

Action Taken Report on the Grievances put in the meeting of the Grievance Committee
Department of Obstetrics and Gynaecology held on 10.08.2018 (Friday) at 11:00 A.M.


   Documentation of vitals should be done by the nursing staff and a CME will be organized to
   refresh the knowledge of nursing staff by resident of the department. Dr. Ghazali Farooqui
   and Dr. Ekta Verma were given this responsibility to form a team and execute this plan.

10. Safe drinking (cold) water supply in operation theatre.

    A letter in this regard has been sent to the Principal & CMS, J.N.M.C.H with request to install
    a water cooler with RO in the locker room in New OBG Block.

11. Lockers be shifted to JR-3 duty room.

    Mr. Mohammad Mehdi appointed to make the list of residents who have lockers and shifted
    the same in JR-3 duty room.

12. Duties of JR-3 should be decreased to every 4th Sunday.

    Request will be considered based on performance in mid-term assessment.

13. Request for Doppler in pre-labour room.

    The request has already made and it was explained to residents the clinical training
    requires them to listen to the fetal heart by stethoscope.

14. To increase the number of CTG machine.

    The request has already made been sent to the Principal & CMS and tender has been
    floated to arrange CTG machine.

15. Patients waiting for discharge from nursery lead to overcrowding of beds.

    We have informed the Principal & CMS and Medical Superintendent with request to
    look into the matter and do the needful. A 02 days session will be conducted during
    morning seminar for brain storming with all residents and consultants to deal with this
    problem.

16. Exam going batch JR-3 should not be informed be asked to do extra OPDs.

    Demand was accepted.

Prof. Tamkin Khan
Chairperson. 13/9/2018
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

C. No. /OG/18

Date: 26-12-2018.

All Members of the Students Grievance Committee
Department of Obstetrics & Gynaecology

Notice

A meeting of members of the Grievance Committee, Department of Obstetrics & Gynaecology will be held on 29-12-2018 (Saturday) at 12:00 P.M. in the Seminar Room of the Department.

Kindly attend the meeting in time.

Agenda: To discuss the academic, clinical and administrative challenges faced by Residents.

Prof. Tamkin Khan
Chairperson

Copy to:
1. Prof. Tamkin Khan (Chairperson).
2. Dr. Nasreen Noor
3. Dr. Nazia Ishrat.
4. Dr. Ghazali JR-3.
5. Dr. Sana Siddiqui JR-3
7. Dr. Nadeem Akram JR-2
8. Dr. Ajay JR-2.
A meeting of the Grievance Committee of the Department of Obstetrics & Gynaecology held on 29-12-2018 (Saturday) at 12:00 noon in the Seminar Room of the Department.

The following members attended the meeting:

1) Prof. Tanvir Khan
2) Dr. Nasreen Noor
3) Dr. Nazia Shehzad
4) Dr. Ghazali JR-3
5) Dr. Sana Siddique JR-3
6) Dr. Ekta Verma JR-2
7) Dr. Nadeem Akram JR-2
8) Dr. Ajay JR-2
9) Nazia Shehzad

The following points were discussed:

1. All the JR demands for a reading room & books.
2. Blankets, room heater & pillows for duty room.
3. Regular cleaning should be done in male duty room. A number lock in duty room for safety.
A request to decrease number of Sunday duties for JR-3, JR-2 & JR-1 was made.
Action taken report on the grievances put in the meeting of the Grievance Committee Dept. of Obstetrics & Gynaecology held on 29-12-2018 (Saturday) at 12 Noon

1. Construction of new reading room for resident doctors is going to start shortly. At present one old duty room at elective GYOT side will be utilized as reading room. Arrangement of table and chairs will be done in this room.

2. Sister in-charge labour room is instructed to issue blankets to junior resident. She will be also arrange for lockers for resident. She will also arrange pillows in duty room.

3. A letter to Sister in-charge elective GYOT has been sent with request of daily cleaning of male doctor duty room. A number lock purchased for male doctor duty

4. A roster has been made for Sunday duty. JR-2 & JR-1 will have 4th Sunday duty and JR-3 will have to do 6th Sunday duty.
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

D. No. 1086 /OG/18

Date: 31-12-2018.

Minutes of the meeting of the Grievance Committee Department of Obstetrics and Gynaecology held on 29-12-2018 (saturday) at 12:00 Noon.

01. Prof. Tamkin Khan (In Chair)
02. Dr. Nasreen Noor
03. Dr. Nazia Ishrat
04. Dr. Ghazali Farooqui JR-III
05. Dr. Sana Siddiqui JR-III
06. Dr. Ekta Verma JR-II
07. Dr. Nadeem Akram JR-II
08. Dr. Ajay Malviya JR-II

The Following were discussed in the meeting.

1. The Junior Residents of the Department of Obstetrics & Gynaecology have demanded for a reading room with books.
2. The Junior Residents have demanded for Blankets, Room Heater and Pillows for duty room.
3. Regular cleaning should be done in male duty room. A key of lock in duty room for safety.
4. Request to decrease number of Sunday duties for JR-III, II and JR-I was made.

Prof. Tamkin Khan  
Chairperson
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

D. No. 1904/OG/19

Date: 03-01-2019.

Mrs. Nishi Singh
Sister Incharge
Gynae OT

As per Grievance of residents of the department you are directed to maintain and arrange the tables and Chairs in the old duty room at elective Gynae Operation Theatre side which will be used as reading room for residents.

Prof. Tamkin Khan
Chairperson.

Chairperson.
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

D. No./905/OG/19                        Date: 03-01-2019.

Mrs. Anjum
Sister Incharge
Labour Room

As per Grievance of residents of the department you are directed provide the
blankets, pillows and lockers for the junior residents on the duty in labour room.

[Signature]
Prof. Tamkin Khan  Chairperson
Chairperson, Dept. of Obst. & Gynaecology
J.N. Medical College
A.M.U., Aligarh
Department of Obstetrics and Gynaecology  
J N Medical College, AMU, Aligarh

D. No. /OG/18  
Date: 31-12-2018.

Action Taken Report on the Grievances put in the meeting of the Grievance Committee Department of Obstetrics and Gynaecology held on 29-12-2018 (Saturday) at 12:00 noon.

1. Construction of new reading room for resident’s doctors is going to start shortly. At present one old duty room at elective Gynae Operation Theatre side will be utilized as reading room. Arrangement of table and chairs will be done in the room by Mrs. Nishi Singh, Sister Incharge Gynae OT letter vide No- 1904/OG/19 dated 03-01-2019.

2. Sister In-charge labour room is instructed to issue blankets to junior residents. She will be also arranging lockers for residents to keep blankets. She will also arrange pillows in duty room letter sent to Mrs. Anjum Sister Incharge Labour Room vide No- 1905/OG/19 dated 03-01-2019.

3. A letter to Sister In-Charge elective Gynae OT vide No- 1904/OG/19 dated 03-01-2019 has been sent with request of daily cleaning of male doctors duty room. A number of lock will be purchased for male doctor’s duty room. They are directed to keep it locked when not in use.

4. A roster has been made for Sunday duty JR-II and JR-I will have 04th Sunday duty and JR-III will have to do 06th Sunday duty as per request of the residents to decrease the load of clinical duties and give them more time to study.

[Signature]  
Prof. Tamkin Khan  
Chairperson.  
Dept. of Obst. & Gynaecology  
J.N. Medical College  
A.M.U., Aligarh
Department of Obstetrics and Gynaecology  
J N Medical College, AMU, Aligarh

D. No. 2816 /OG/19  
Date: 24-04-2019.

All Members of the Students Grievance Committee  
Department of Obstetrics & Gynaecology

Notice

A meeting of members of the Grievance Committee, Department of Obstetrics & Gynaecology will be held on 26-04-2019 (Friday) at 12:00 P.M. in the Seminar Room of the Department.

Kindly attend the meeting in time.

Agenda: To discuss the academic, clinical and administrative challenges faced by Residents.

Prof. Tamkin Khan  
Chairperson

Copy to:
1. Prof. Tamkin Khan (Chairperson).
2. Dr. Nasreen Noor
3. Dr. Nazia Ishrat.
4. Dr. Sana Siddiqui JR-3
5. Dr. Ekta Verma JR-2.
6. Dr. Shikha Singh Thaku JR-2
7. Dr. Nazli Tarannum JR-2
8. Dr. Saman Furqan JR-1
9. Dr. Samra Parveen JR-1
10. Dr. Mehreen Khan JR-1
A meeting of the Grievance Committee
Dept. of Obst. & Gynaecology held on
26.04.2019 at 10:00 am in the seminar
room of the Department.

The following members attended the meeting:

1) Prof. Tamkin Khan

2) Dr. Nasreen Noor

3) Dr. Nazia Ashraf

4) Dr. Ayesha Ahmad

5) Dr. Sana Siddiqui

6) Dr. Ekta Verma

7) Dr. Shikha Singh Thakur

8) Dr. Nazli Tarannum

9) Dr. Saman Furgan

10) Dr. Samra Parveen

11) Dr. Mehreen Khan

12) Dr. Eras Mushaq
Minutes of the meeting of the Grievance Committee
Department of Obstetrics and Gynaecology held on 26th April 2019

The Following were discussed in the meeting

1. Availability of Heparin in HDU and LR
2. Availability of CU T in OT
3. Eclampsia kit in HDU and LR
4. Availability of CTG machine in Prelabor
5. Mosquitoes in Duty room
6. Patient attendant overcrowding near TRIAGE
7. Guards and attendant of LR seen in Doctors duty room
8. Snacks and tea availability in LR complex
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

D. No. 1036 /OG/19

Date: 28-08-2019.

Minutes of the meeting of the Grievance Committee Department of Obstetrics and Gynaecology
held on 26-04-2019 (Friday) at 12:00 P.M.

1. Prof. Tamkin Khan
2. Dr. Nasreen Noor
3. Dr. Nazia Ishrat
4. Dr. Ayesha Ahmad
5. Dr. Enas Mushtaq
6. Dr. Sana Siddiqui – JR 3
7. Dr. Ekta Verma - JR 2
8. Dr. Shaikha Singh Thakur – JR 3
10. Dr. Saman Furqan – JR-1
11. Dr. Samra Parveen – JR 1
12. Dr. Mehreen Khan – JR 1

The Following were discussed in the meeting.

1. Availability of Heparin in HDU and LR.
2. Availability of CU T in OT.
3. Eclampsia Kit in HDU and Labour Room
4. Availability of CTG Machine in Pre labour
5. Mosquitoes in Duty room
6. Patient attendant overcrowding near TRIAGE
7. Guards and attendant of Labou Room seen in Doctors duty room.
8. Snacks and tea availability in Labour Room Complex.

Prof. Tamkin Khan
Chairperson
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

D. No. 1032/OG/18 Date: 28-08-2018.

Action Taken Report on the Grievances put in the meeting of the Grievance Committee Department
of Obstetrics and Gynaecology held on 26-08-2019 (Monday) at 09:00 AM.

1. Availability of Heparin in HDU and LR.
   Maternity OT Incharge instructed to arrange Heparin in HDU and LR.

2. Mosquitoes in Duty room
   Labour Room Incharge instructed for timely cleaning and issue of All Out Machine in 
doctors duty room.

3. Snacks and tea availability in Labour Room Complex.
   Letter has been sent to the President, RDA

4. Availability of CTG Machine in LR → Sister Incharge instructed to place CTG machine in LR.

5. Eclampsia kit in HDU & LR → Incharge instructed to arrange eclampsia kit.

6. Availability of C/T in OT
   Mat. OT Incharge instructed to arrange C/T in OT.

Prof. Tamkin Khan
Chairperson.
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

D. No. 062/OG/19

Date: 23-08-2019.

All Members of the Students Grievance Committee
Department of Obstetrics & Gynaecology

Notice

A meeting of members of the Grievance Committee, Department of Obstetrics & Gynaecology will be held on 26-08-2019 (Monday) at 09:00 A.M. in the Seminar Room of the Department.

Kindly attend the meeting in time.

Agenda: To discuss the academic, clinical and administrative challenges faced by Residents.

Prof. Tamkin Khan
Chairperson
Department of Obstetrics & Gynaecology
J.N. Medical College
A.M.U. Aligarh

Copy to:

1. Prof. Tamkin Khan (Chairperson).
2. Dr. Nasreen Noor
3. Dr. Nazia Ishrat.
4. Dr. Sana Siddiqui JR-3
5. Dr. Ekta Verma JR-2.
6. Dr. Shikha Singh Thaku JR-3
7. Dr. Nazli Tarannum JR-2
8. Dr. Saman Furqan JR-2
9. Dr. Samra Parveen JR-2
10. Dr. Mehreen Khan JR-2
11. Dr. Nikhat Fatima- JR1
12. Dr. Khushboo Agarwal
A meeting of members of Grievance Committee
Dept. of Obst. & Gynaecology was held on 26.08.19
at 9:00 am in the Seminar Room of the department.

Following were present:

1. Prof. Tankeen Khan
   
2. Dr. Nasreen Noor

3. Dr. Nazia Ishrat
   
4. Dr. Sana Siddiqui JR-3

5. Dr. Shikha Singh Thakur JR-3

6. Dr. Samee JR-2

7. Dr. Saman Suroor

8. Dr. Mehreen Khan JR

9. Dr. Nikvat Peerzada JR

10.
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

D. No.10883/OG/19

Date: 27-08-2019.

Minutes of the meeting of the Grievance Committee Department of Obstetrics and Gynaecology
held on 26-08-2019 (Monday) at 09:00 A.M.

01. Prof. Tamkin Khan (Chairperson).
02. Dr. Nasreen Noor
03. Dr. Nazia Ishrat.
04. Dr. Sana Siddiqui JR-3
05. Dr. Ekta Verma JR-3.
06. Dr. Shikha Singh Thaku JR-3
07. Dr. Nazli Tarannum JR-3
08. Dr. Saman Furqan JR-2
09. Dr. Samra Parveen JR-2
10. Dr. Mehreen Khan JR-2
11. Dr. Nikhat Fatima JR-1
12. Dr. Khushboo Naireen JR-1

The Following were discussed in the meeting.

01. Patient load should be decreased especially at triage area and for admission.

02. Only 2/3 JR-1 on Sunday duty so they are not able to cope up the work.

03. In labour room back to back delivery are occurring so JR-2 are not able to conduct delivery and simultaneously completing files, partograph, documentation entries.

04. Very less staff especially in Maternity OT which is looking after recovery as well as shifting of Postop patients to wards.

05. Anaesthesia residents are not staying in the duty room provided to them near maternity OT. So Cesarean are delayed.

06. Babies should be discharged early, there should be separate room for mother who are normal and baby is admitted.
07. JR-1 are not able to feel free from emergency duty before 08:00 am to take rounds.

08. Case Presentation (bedside) guided by consultants.

09. JR-3's and exam going DGO's not getting time for research work and studying as they are too exhausted on duty days.

10. Air Conditioner of JR-1's room is not working, Cleanliness is nil, Lady are using this room.

11. Lady guards are using duty room for Doctors.

12. Kindly limit admission, we JR-1 don't get 10min to relax also in emergency duties.

12. JR-2's are not getting oppourtunity to get washed in sections due to increase workload on triage and labour room.

[Signature]

Prof. Tamkin Khan
Chairperson
Dept. of Obst. & Gynaecology
J.N. Medical College
A.M.U., Aligarh
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

D. No. 034/OG/19

Date: 27-08-2019

Minutes of the meeting of the Grievance Committee Department of Obstetrics and Gynaecology on 26-08-2019 (Monday) at 09:00 A.M.

01. Prof. Tamkin Khan (Chairperson).
02. Dr. Nasreen Noor
03. Dr. Nazia Ishrat.
04. Dr. Sana Siddiqui JR-3
05. Dr. Ekta Verma JR-3.
06. Dr. Shikha Singh Thaku JR-3
07. Dr. Nazli Tarannum JR-3
08. Dr. Saman Furqan JR-2
09. Dr. Samra Parveen JR-2
10. Dr. Mehreen Khan JR-2
11. Dr. Nikhat Fatima JR-1
12. Dr. Khushboo Naireen JR-1

01. Patient load should be decreased especially at triage area and for admission.
   Request for a meeting with the senior teachers of the Department has been already sent to the Principal & CMS, JNMCH on 22-08-2019 to discuss the workload patient and overcrowding of wards.

02. Anaesthesia residents are not staying in the duty room provided to them near maternity OT. So Cesarean are delayed.
   Information has been sent to the Chairperson, Department of Anaesthesia with request to take necessary action.

03. Babies should be discharged early, there should be separate room for mother who a normal and baby is admitted.
   A letter has been sent to Prof. S. Manazir Ali, Department of Paediatrics with request to take necessary action and a meeting with the member of our Department.

04. Air Conditioner of JR-1’s room is not working, Cleanliness is nil, Lady are using the room.
   Incharge labour room instructed to solve the problems within 03 days.

Prof. Tamkin Khan
Chairperson
Dept. of Obst. & Gynaecology
J. N. Medical College
AMU, Aligarh
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

D. No.2195 /OG/20

Date: 20-01-2020.

All Members of the Students Grievance Committee
Department of Obstetrics & Gynaecology

**Notice**

A meeting of members of the Grievance Committee, Department of Obstetrics & Gynaecology will be held on 24-01-2020 (Friday) at 08:00 to 09:00 A.M. in the Conference Hall, New OBG Block.

Kindly attend the meeting in time.

**Agenda:** To discuss the academic, clinical and administrative challenges faced by Residents.

Prof. Tamkin Khan.
**Chairperson.**

Copy to:

1. Prof. Tamkin Khan (Chairperson).
2. Dr. Nasreen Noor
3. Dr. Nazia Ishrat.
5. Dr. Shikha Singh Thaku JR-3
6. Dr. Nazli Tarannum JR-2
7. Dr. Saman Furgan JR-2
8. Dr. Samra Parveen JR-2
9. Dr. Mehreen Khan JR-2
10. Dr. Nikhat Fatima- JR-1
A meeting of members of the Grievance Committee of Department of Obst. & Gynaecology held on 24-01-2020 (Friday) at 8:00 am to 9:00 am in the Conference Room, New OBG Block.

The following members attended the meeting:

Prof. Tanvir Khan
Prof. Seema Khatri
Dr. Nasreen Noor
Dr. Nazia Ismail
Dr. Esha Verma
Dr. Nazia Tarannum
Dr. Shubha Singh
Dr. Sameer Kumar
Dr. Sameer Khan
Dr. Khushboo Kaur
Dr. Nikhaf Peerwani

Following points were raised by the residents:

1. JR-3 requested for single duty per week and 7th Sunday (One JR-3 on each Sundays).
3. JR-1 requested for 4th Sunday duty now a days they are doing every 3rd Sunday duty (4 JR's on each Sunday).

3. JR's demanded security of their duty rooms because of frequent incidences of theft.

4. JR's pointed out to check the agents who are around Mat-Ot & labour room complex. These agents are providing drug and suture material at a very high price to the patient's attendants.

Exam going.

5. JR's asked for calculating their S/L & E/L's by this month.

6. JR-3 asked to give present for the period after strike (3 days) for which they have already done punishment duty.

Exam going. JR's asked not to be away in other unit OPD and emergency.
Minutes of the meeting of the Grievance Committee Department of Obstetrics and Gynaecology held on 24-01-2020 (Friday) at 08:00 am in the Conference Hall, New OBG Block.

01. Prof. Tamkin Khan (Chairperson).
02. Dr. Nasreen Noor
03. Dr. Nazia Ishrat.
04. Dr. Ekta Verma JR-3.
05. Dr. Shikha Singh Thaku JR-3
06. Dr. Nazli Taranum JR-3
07. Dr. Saman Furqan JR-2
08. Dr. Samra Parveen JR-2
09. Dr. Meheren Khan JR-2
10. Dr. Nikhat Parween JR-1
11. Dr. Khushboo Naureen JR-1

The Following points were discussed in the meeting.

01. JR-3 requested for single duty per week and 7th Sunday (one JR-3 on each Sundays).

02. JR-1 requested for 4th Sunday duty now a days they are doing every 3rd Sunday duty (4 JR-1 on each Sunday).

03. Junior Residents demanded for security of their duty rooms because of frequent incidence of theft.

04. Junior Residents pointed out to check the agents who are around Maternity OT & Labour Room Complex. These agents are providing drugs and suture material at a very high price to the patients attendants.

05. Junior Residents asked for calculating their Casual Leave & Earned Leaves by this month.
06. JR-3, requested to give present for the period after strike (3days) for which they have already done punishment duty.

07. Exam going junior residents asked not to be arranged in other unit OPD and emergency.

Prof. Tamkin Khan
Chairperson
Dept. of Obst. & Gynaecology
J.N. Medical College
A.M.U., Aligarh
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

O. No. 2291 /OG/20

Date: 30-01-2020.

Action Taken Report on the Grievances put in the meeting of the Grievance Committee Department of Obstetrics and Gynaecology held on 24-01-2020 (Friday) at 08:00 AM.

01. JR-3 requested for single duty per week and 7th Sunday (one JR-3 on each Sundays).

As the number of JR3s is less and patient load very high their requirement for 7th Sunday would not be acceded to. However they will do 1 ½ duty w.e.f. 1st week of February 2020.

02. JR-1 requested for 4th Sunday duty now a day they are doing every 3rd Sunday duty (4 JR-1 on each Sunday).

Sunday duty of JR-1: The Department decided as exam going PGs are being given relaxation this issue can be taken later on.

03. Junior Residents demanded for security of their duty rooms because of frequent incidence of theft.

Prof. Tamkin Khan, has requested Dr. Hamza, President RDA to provide the number of concerned person for arranging Biometric machine entry in duty room.

04. Junior Residents pointed out to check the agents who are around Maternity OT & Labour Room Complex. These agents are providing drugs and suture material at a very high price to the patients attendants.

A request to install CCTV Camera for the above area sent to the Principal & CMS, JNMCH to check and those agents will be pointed out necessary action will be taken against them (letter No- 2288/OG/20 dated 30-01-2020).

05. Junior Residents asked for calculating their Casual Leave & Earned Leaves by this month.

Casual Leave & Earned Leaves will be calculate by this month by Dr. Nazia Ishrat (M.S students) and Dr. Dalia Rafat (DGO Students).

06. JR-3, requested to give present for the period after strike (3days) for which they have already done punishment duty.

Prof. Tamkin Khan (Chairperson) consented to give present for those 03 days (after strike) in lieu of extra work that they had done during the earlier part of strike and after completing punishment duty.
07. Exam going junior residents asked not to be arranged in other unit OPD and emergency.

A notice has been issued to all Consultants and Senior Residents that exam going Junior Residents should not be arranged for other units after 01:00 pm w.e.f. 01-02-2020, unless there is some life threatening completion in any patient (Vide D.No- 2289/OG/20 dated 30-01-2020).

[Signature]

Prof. Tamkin Khan
Chairperson

Chairperson
Deptt. of Obst. & Gynaecology
J.N. Medical College
A.M.U., Aligarh
Department of Obstetrics and Gynaecology
J N Medical Aligarh College, AMU,

D. No. 2288/OG/20                      Date: 30-01-2020

The Principal & CMS
J.N. Medical College & Hospital
A.M.U. Aligarh.

Sir,
This is to inform you that the staff and residents in the labour room complex have earlier also reported that unidentified people from drug / shops enter the premises of the labour room complex including OT, Recovery area to forcibly sell drugs to patients. This also compromises the security of PG residents. We have already sent the complaints vide D.No- 2077/OG/20 dated 07-01-2020 to the Medical Superintendent, JNMCH. Now the Junior Residents have put the Grievance in the meeting of the Grievance Committee held on 24-01-2020 (copy of minutes attached).

I therefore request you to look into the matter and order to the concerned section to install the CCTV Cameras for the above said area of OBG Block.

Thanking You

Prof. Tamkin Khan
Chairperson
Department of Obstetrics and Gynaecology
J N Medical College, AMU, Aligarh

D. No. 2289/OG/20

Date: 30-01-2020.

Notice

All Consultants and Senior Residents are hereby informed that exam going Junior Residents should not be arranged for other Units after 01:00 pm w.e.f. 01-02-2020, unless there is some life threatening complication in any patient.

Prof. Tamkin Khan
Chairperson
Dept. of Obst. & Gynaecology
J.N. Medical College
A.M.U., Aligarh

Copy to:

1. Mr. Mohd. Ismail.
2. Notice Board.