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Centralized Condemnation & Disposal Cell
Sanjay Gandhi Post Graduate Institute of Medical Sciences
Raibareli Road, Lucknow, U.P.

Ref No: SGPGI/HA/CCDC/358/2020

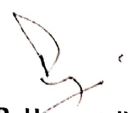
Date: 18-06-20

Sub: Request to complete deficiencies as per CCDC policy, reg.

With reference to the subject mentioned as above, documents dated 7-06-2019 PGI/NM/HOD/SB/1812Ref:PGI/EQCC/2015 from the Department of Neurology(Neuro-Medicine ward B), SGPGIMS was received by the Department of Hospital Administration, SGPGIMS and the same was scrutinized as per the SGPGIMS Condemnation & Disposal Policy – 2015.

The deficiencies in the conveyed information as received are mentioned vide infra:

1. File no. on file cover
2. Cover Letter to Head, Department of Hospital Administration
3. Departmental Condemnation Committee Constitution letter
4. Separate medical equipment and non medical equipment, prepare separate list of medical equipment
5. List of Equipment is to be duly signed by DCC members
6. Fill all the columns in Format X, kindly mention "N.A." (Not Available) in Format X of all Equipment against the fields where information cannot be retrieved


(Dr. R. Harsvardhan)
Member Secretary, CCME &
Head, Hospital Administration, SGPGIMS

Page 1 of 1


Lt Col Varun Bajpai VSM
Executive Registrar
SGPGIMS, Lucknow





Department of Hospital Administration
Sanjay Gandhi Post Graduate Institute of Medical Sciences
Raebareli Road, Lucknow
Phone: 0522-2495361, 2494062 Fax: 91-0522-2668017

Date: 11.06.2020

Letter No. SGPGI/HA/341/2020


Sub.: Approval of Condemnation of Medical Equipment, reg.

Sir/Madam,

Greetings from the Department of Hospital Administration, SGPGIMS, Lucknow!

This letter is meant to acknowledge your role and perseverance in all efforts for bearing with us in this stretched process for *Condemnation of Medical Equipment at SGPGIMS*, as the Governing Body Meeting tasked for approval of this process, did approve it on its **91st Governing Body Meeting** held on **16th - 17th April, 2020**.

As the process of Condemnation has been granted approval, next step would be *disposal* of equipment by the *Disposal Committee*, which will commence soon. The list of equipment from your department which is condemned and will be disposed is attached as an enclosure.


(Dr. R. Harsvardhan)
Member Secretary, CCDC &
Head, Deptt. of Hospital Administration
SGPGIMS

Enclosure: List of Equipment to be condemned

Distribution:

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Head, Department of
SGPGIMS, Lucknow – 226014


Lt Col Varun Bajpai VSM
Executive Registrar
SGPGIMS, Lucknow



Department of Hospital Administration
Sanjay Gandhi Post Graduate Institute of Medical Sciences
Raebareli Road, Lucknow
Phone: 0522-2495361, 2494062 Fax: 91-0522-2668017

Copy: For information

- Director
- Chief Medical Superintendent
- Medical Superintendent
- Prof. S.P. Ambesh, Chairman, CCME & AA
- Dr. R. Harsvardhan, Head, Hospital Administration
- O/o Head, Hospital Administration
- Guard file, CCDC

(Dr. R. Harsvardhan)
Member Secretary, CCDC &
Head, Deptt. of Hospital Administration
SGPGIMS

Lt Col Varun Bajpai VSM
Executive Registrar
SGPGIMS, Lucknow



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Sanjay Gandhi Post Graduate Institute of Medical Sciences
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Date: 11.06.2020

Letter No. SGPGI/HA/341/2020

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As the process of Condemnation has been granted approval, next step would be *disposal* of equipment by the *Disposal Committee*, which will commence soon. The list of equipment from your department which is condemned and will be disposed is attached as an enclosure.

(Dr. R. Harsvardhan)
Member Secretary, CCDC &
Head, Deptt. of Hospital Administration
SGPGIMS

Enclosure: List of Equipment to be condemned

Distribution:

Head, Department of *Nephrology/MS/Annuro/End.m/Cost.m/Health/EMD.*
SGPGIMS, Lucknow – 226014

Lt Col Varun Bajpai VSM
Executive Registrar
SGPGIMS, Lucknow



Department of Hospital Administration
Sanjay Gandhi Post Graduate Institute of Medical Sciences
Raebareli Road, Lucknow
Phone: 0522-2495361, 2494062 Fax: 91-0522-2668017

Copy: For information

- Director
- Chief Medical Superintendent
- Medical Superintendent
- Prof. S.P. Ambesh, Chairman, CCME & AA
- Dr. R. Harsvardhan, Head, Hospital Administration
- C/o Head, Hospital Administration
- Guard file, CCDC

(Dr. R. Harsvardhan)
Member Secretary, CCDC &
Head, Deptt. of Hospital Administration
SGPGIMS

Lt Col Varun Bajpai VSM
Executive Registrar
SGPGIMS, Lucknow

Centralized Condemnation & Disposal Cell
Sanjay Gandhi Post Graduate Institute of Medical Sciences
Raibareli Road, Lucknow, U.P.

Ref No: SGPGI/HA/CCDC/342/2020

Date: 11-06-20


Sub: Request to complete deficiencies as per CCDC policy

With reference to the subject mentioned as above, documents dated 24-05-19 from PGI/MICRO/CONDEMNATION/01/2019 was received by the Department of Hospital Administration and the same were scrutinized as per the SGPGIMS Condemnation & Disposal Policy – 2015. It was found deficient of the data mentioned vide infra:

1. Update List of equipment to be condemned
2. Signatures of the DCC members on list of equipment to be condemned
3. Signatures of the DCC members on each format X
4. Arrange Format X of respective equipment serially according to updated List of equipment

(Dr. R. Harsvardhan)
Member Secretary, CCME &
Head, Hospital Administration, SGPGIMS

Enclosure:

- File no. PGI/MICRO/CONDEMNATION/01/2019 (one file) 

Distribution:

- Prof. Ujjala Ghoshal, Head, Department of Microbiology, SGPGIMS

Copy:

- Prof. S.P Ambesh, Chairman, CCME, SGPGIMS
- Dr. Kumar Dharmendra Singh, SR-Hosp. Admin., SGPGIMS
- Dr. Dimpi Singh & Dr. Adeeba Khan, PG-Hosp.Admin., SGPGIMS
- Mr. A.K Bhatt, Administrative Officer
- O/o Head, Hospital Administration

(Dr. R. Harsvardhan)
Member Secretary, CCME &
Head, Hospital Administration, SGPGIMS



Centralized Condemnation & Disposal Cell
Sanjay Gandhi Post Graduate Institute of Medical Sciences
Raibareli Road, Lucknow, U.P.


Ref No: SGPGI/HA/CCDC/342/2020

Date: 11-06-20

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2. Signatures of the DCC members on list of equipment to be condemned
3. Signatures of the DCC members on each format X
4. Arrange Format X of respective equipment serially according to updated List of equipment


(Dr. R. Harsvardhan)
Member Secretary, CCME &
Head, Hospital Administration, SGPGIMS

Enclosure:


- File no. PGI/MICRO/CONDEMNATION/01/2019

Distribution:

- Prof. Ujjala Ghoshal, Head, Department of Microbiology, SGPGIMS

Copy:

- Prof. S.P Ambesh, Chairman, CCME, SGPGIMS
- Dr. Kumar Dharmendra Singh, SR-Hosp. Admin., SGPGIMS
- Dr. Dimpi Singh & Dr. Adeeba Khan, PG-Hosp.Admin., SGPGIMS
- Mr. A.K Bhatt, Administrative Officer
- O/o Head, Hospital Administration


(Dr. R. Harsvardhan)
Member Secretary, CCME &
Head, Hospital Administration, SGPGIMS

Centralized Condemnation & Disposal Cell
Sanjay Gandhi Post Graduate Institute of Medical Sciences
Raibareli Road, Lucknow, U.P.


Ref No: SGPGI/HA/CCDC/161/2020

Date: 14-03-20
17

Sub: Request to complete deficiencies as per CCDC policy

With reference to the subject mentioned as above, documents dated 28th June, 2019 from Patient Kitchen was received by the Department of Hospital Administration and the same were scrutinized as per the SGPGIMS Condemnation & Disposal Policy – 2015. It was found deficient of the data mentioned vide infra:

1. Cover Letter to Head of Department, Hospital Administration regarding condemnation of Kitchen Equipment/ Goods
2. Kindly mention "N.A." (Not Available) in Format X of all Equipment/ Goods, against the fields where information cannot be retrieved
3. Signature of the concerned DCC members & Engineer on Format X
4. Departmental Condemnation Committee Constitution letter
5. List of Equipment/ Goods to be condemned and the list is to be duly signed by DCC members
6. Photographs of all Equipment/Goods depicting Make, Model & Serial Number


(Dr. R. Harsvardhan)
Member Secretary, CCNMG &
Head, Hospital Administration, SGPGIMS

Enclosure:

- Documents dated 28th June, 2019

Distribution:

- Nodal Officer, Patient Kitchen & Dietary Services, SGPGIMS
- Dr. Kumar Dharmendra Singh, SR-Hosp. Admin., SGPGIMS
- Dr. Dimpi Singh & Dr. Adeeba Khan, PG-Hosp. Admin., SGPGIMS
- Mr. A.K Bhatt, Administrative Officer

Centralized Condemnation & Disposal Cell
Sanjay Gandhi Post Graduate Institute of Medical Sciences
Raibareli Road, Lucknow, U.P.


Ref No: SGPGI/HA/CCDC/157/2020

Date: 01-09-20

Sub: Request to complete deficiencies as per CCDC policy

With reference to the subject mentioned as above, documents dated 22nd June, 2020 from Department of Critical Care Medicine was received by the Department of Hospital Administration and the same were scrutinized as per the SGPGIMS Condemnation & Disposal Policy – 2015. It was found deficient of the data mentioned vide infra:

1. Kindly mention "N.A." (Not Available) in Format X of all Equipment/ Goods, against the fields where information cannot be retrieved
2. Signature of the concerned DCC members & Engineer on Format X
3. Part (B) of the Format X is not filled


(Dr. R. Harsvardhan)
Member Secretary, CCNMG &
Head, Hospital Administration, SGPGIMS

Enclosure:


- Documents dated 22nd June, 2020 (file)

Distribution:

- Head, Department of Critical Care Medicine, SGPGIMS
- Dr. Kumar Dharmendra Singh, SR-Hosp. Admin., SGPGIMS
- Dr. Adeeba Khan, PG-Hosp.Admin., SGPGIMS
- Mr. A.K Bhatt, Administrative Officer

Copy:

- Director, SGPGIMS
- Addl. Director, SGPGIMS
- CMS, SGPGIMS
- MS, SGPGIMS
- Prof. Neeraj Rastogi, Chairman, CCNMG, SGPGIMS
- Guard File, CCDC


(Dr. R. Harsvardhan)
Member Secretary, CCNMG &
Head, Hospital Administration, SGPGIMS

Centralized Condemnation & Disposal Cell
Sanjay Gandhi Post Graduate Institute of Medical Sciences
Raibareli Road, Lucknow, U.P.

Ref No: SGPGI/HA/CCDC/ 558/2020

Date: 21-09-20

Sub: Request to complete deficiencies as per CCDC policy

With reference to the subject mentioned as above, File no. PGI/Endo/502/2020 from Department of Endocrinology was received by the Department of Hospital Administration and the same were scrutinized as per the SGPGIMS Condemnation & Disposal Policy - 2015. It was found deficient of the data mentioned vide infra:

1. Cover letter to Head, Department of Hospital Administration
2. Departmental Condemnation Committee constitution letter
3. Signature of the DCC members & concerned Engineer on each Format X filled
4. Photographs of the equipment to be condemned with mentioned serial numbers to be attached along with updated Format X

(Dr. R. Harsvardhan)
Member Secretary, CCME & AA
Head, Hospital Administration, SGPGIMS

Enclosure:

- PGI/Endo/502/2020 (File)

Distribution:

- Head, Department of Endocrinology, SGPGIMS
- Dr. Kumar Dharmendra Singh, SR-Hosp. Admin., SGPGIMS
- Dr. Adeeba Khan, PG-Hosp.Admin., SGPGIMS
- Mr. A.K Bhatt, Administrative Officer

Copy:

- Director, SGPGIMS
- Addl. Director, SGPGIMS
- CMS, SGPGIMS
- MS, SGPGIMS
- Prof. S.P Ambesh Chairman, CCME & AA, SGPGIMS
- Guard File, CCDC

(Dr. R. Harsvardhan)
Member Secretary, CCME & AA
Head, Hospital Administration, SGPGIMS

0/c



Centralized Condemnation & Disposal Cell
Sanjay Gandhi Post Graduate Institute of Medical Sciences
Raibareli Road, Lucknow, U.P.

Letter No: SGPGI/HA/CCDC/294/2020

Date: 21-05-2020

To: Prof. Eesh Bhatia, Head, Department of Endocrinology, SGPGIMS

B-1
21/5/20

From: Dr. R. Harsvardhan, Head, Department of Hospital Administration, SGPGIMS

Sub: Request to complete deficiencies as per SGPGIMS C&D policy

With reference to the subject mentioned as above, letter No. PGI/Endo/1081/2020 from the Department of Endocrinology was received by the Department of Hospital Administration and the same was scrutinized as per the SGPGIMS Condemnation & Disposal Policy - 2015. Following deficiencies were observed:


Table: Deficiencies observed & Action to be taken

Sl. No.	Deficiencies Observed	Actions to be taken by Department of Endocrinology
1.	Separate Files for medical & non medical equipment	A separate file has to be created for condemnation of the medical & non-medical equipment
2.	Cover Letter for medical & non medical equipment	Cover Letter to Head of Department, Hospital Administration regarding condemnation of the equipment
3.	Details of Departmental Condemnation Committee (DCC) for medical & non medical equipment	If DCC is already constituted provide details of the DCC. If not, DCC has to be constituted, Nodal officer of the Condemnation Committee of the Department should be mentioned along with DCC members
4.	List of equipment for medical & non-medical equipment	a.) Update the list of equipment b.) Kindly separate medical and non-medical equipment and place them in concerned files c.) List of equipment should be duly signed by DCC members
5.	Format X to be filled and attached in separate files of medical & non-medical equipments	a.) Format X has to be filled for each equipment to be condemned along with photographs depicting Make, Model, Serial Number of the equipment and is to be



Centralized Condemnation & Disposal Cell
Sanjay Gandhi Post Graduate Institute of Medical Sciences
Raibareli Road, Lucknow, U.P.

	<p>attached with respective Format X</p> <p>b.) All the columns in Format X should be filled, if information asked cannot be retrieved then Not available or Not applicable should be mentioned against the information asked</p> <p>c.) Signature of DCC members is required on each Format-X attached</p> <p>d.) Signature of the concerned Biomedical engineer is required on Format-X of medical equipment</p>
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(Dr. R. Harsvardhan)
Member Secretary, CCME & AA
Head, Hospital Administration, SGPGIMS

Enclosure:

- Letter No. PGI/Endo/1081/2020 *(with original)*

Copy:

- Prof. S. P. Ambesh, Chairman, CCME & AA, SGPGIMS *(Anasthesia) meendivz - 21-5-20*
- Dr. Kumar Dharmendra Singh, SR, HA, , SGPGIMS
- Dr. Dimpi Singh & Dr. Adeeba Khan, PG-HA, SGPGIMS
- Mr. A.K. Bhatt, Administrative Officer, SGPGIMS


21/05/2020

Centralised Condemnation & Disposal Cell
Department of Hospital Administration
Sanjay Gandhi Post Graduate Institute of Medical
Sciences

Letter No: SGPGI/HA/CCDC/310/2020

Date: -05-2020

From : Dr. R. Harsvardhan, Member Secretary, CCME&AA and HoD, Hospital Administration
To : Mr. Bharat Singh, Chief Administrative Officer

Sub. : Disposal of Medical Equipment as approved by 91st Governing Body Meeting, reg.

With regard to the subject mentioned as above, this is to bring to your notice that 91st Governing Body in its meeting held on 16-17th April, 2020 accorded its approval for the condemnation of the equipment, with the direction that all the condemned equipment must be disposed off according to rules within 03 months of the approval. If the equipment was purchased through JICA Grant, then these also must be disposed off within 03 months of approval of Japanese Govt. Embassy. The Department wise list of medical equipment to be condemned & disposed and minutes of meeting of 91st Governing Body meeting is attached as an enclosure to this IOM.

In view of the above, you are requested to ensure the disposal of medical equipment as per the list attached herewith, as per the approved Condemnation Policy of SGPGIMS, at the earliest and submit the report of disposal of medical equipment to the undersigned for onward communication to Governing Body.

(Dr. R. Harsvardhan)
Member Secretary, CCME & AA
HoD, Hospital Administration
SGPGIMS

Enclosure: As above (Page no. 1 to 35)

Copy: For information (without enclosure)

- Prof. R.K. Dhiman, Director
- Prof. Amit Agarwal, CMS
- Prof. A.K. Bhatt, MS
- Prof. Sonia Nityanand, Executive Registrar
- Prof. S.P. Ambesh, Chairman, CCDC
- Dr. R Harsvardhan, HoD, Deptt. of Hospital Administration
- Dr. Kumar Dharmendra Singh, Senior Resident, Deptt. Hospital Administration
- O/o HoD, Hospital Administration

(Dr. R. Harsvardhan)
Member Secretary, CCME & AA
HoD, Hospital Administration
SGPGIMS

Centralized Condemnation & Disposal Cell
Department of Hospital Administration
Sanjay Gandhi Post Graduate Institute of Medical Sciences, Lucknow

Letter : PGI/HA-CCDC/ 431 /2018

Date: 13-9-2018

Sub : Request for verification signature on format-X reg.

With reference to the subject as mentioned above, the file of the department of NEPHROLOGY has undergone its initial assessment pertaining to verification of departmental files sent for condemnation (including format-X) physical verification and identification of equipment and approval by CCME & AA. In view of this the file is now ripe to be put up for GB approval in the upcoming GB meeting.

For the convenience of the members, all the format-X of the department have been numbered from 100/000/1006 to 100/000/1010. The members of CCME & AA are hereby requested to verify the format-X, and kindly put their signature in the space provided overleaf.

(Dr. R. Harsvardhan)
Member-secretary, CCDC &
Head, Hospital Administration, SGPGIMS

Distribution:

- Head of Department, NEPHROLOGY
- Prof. S. P. Ambesh, Chairman, CCME/AA
- Mr. G. S. Anoop, EE (Biomedical)
- Dr. Aina Mehra, Dr. Saima Alvi & Dr. Dimpi Singh, PG-Hosp. Admin.
- Mr. A.K. Bhatt, Administrative Officer

Copy:

- Director, SGPGIMS
- Addl. Director, SGPGIMS
- Chief Medical Superintendent, SGPGIMS
- Medical Superintendent, SGPGIMS
- Guard File, CCDC

(Dr. R. Harsvardhan)
Member-secretary, CCDC &
Head, Hospital Administration, SGPGIMS

Mr RR Shukla

Dr. Raj

Dr. R

Shri A.K. Bhatt

AO, CCDC

27/05/2020

No. 100/Dec/1613/2018 dt. 21/09/18

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Centralized Condemnation & Disposal Cell
Department of Hospital Administration
Sanjay Gandhi Post Graduate Institute of Medical Sciences, Lucknow

Letter : PGI/HA-CCDC/ 431 /2018

Date: 13-9-2018

Sub : Request for verification signature on format-X reg.

With reference to the subject as mentioned above, the file of the department of ENDOCRINOLOGY has undergone its initial assessment pertaining to verification of departmental files sent for condemnation, (including format-X), physical verification and identification of equipment and approval by CCME & AA. In view of this the file is now ripe to be put up for GB approval in the upcoming GB meeting.

For the convenience of the members, all the format-X of the department have been numbered from 100/Dec/1613 to 100/Dec/1617. The members of CCME & AA are hereby requested to verify the format-X, and kindly put their signature in the space provided overleaf.

(Dr. R. Harsvardhan)
Member-secretary, CCDC &
Head, Hospital Administration, SGPGIMS

Distribution:

- Head of Department, ENDOCRINOLOGY
- Prof. S. P. Ambesh, Chairman, CCME/AA
- Mr. G. S. Anoop, EE (Biomedical)
- Dr. Aina Mehra, Dr. Saima Alvi & Dr. Dimpri Singh, PG-Hosp. Admin.
- Mr. A.K. Bhatt, Administrative Officer

Copy:

- Director, SGPGIMS
- Addl. Director, SGPGIMS
- Chief Medical Superintendent, SGPGIMS
- Medical Superintendent, SGPGIMS
- Guard File, CCDC

(Dr. R. Harsvardhan)
Member-secretary, CCDC &
Head, Hospital Administration, SGPGIMS

R.T.O.
Needful has been
done.

Dr. R. Harsvardhan

Dr. Besh Bhatia
Professor & Head
Deptt. of Endocrinology
SGPGIMS, Lucknow

A K Bhatt
CCME