



Department of Hospital Administration  
 Sanjay Gandhi Post Graduate Institute of Medical Sciences  
 Raebareilly Road, Lucknow - U. P.

Date: 10-05-2023

Reference No.: SGPGI/HA/381/2023

To: Dr. R. Harsvardhan, HoD, Hospital Administration  
 Er. M. N. Shukla, A. E. - Mechanical  
 Sub.: Installation of Signage for the Internal Quality Assurance Cell (IQAC) Room, Room No. 104, Ground Floor, Administrative Block, reg.

With regard to the subject mentioned as above, this is to bring to your kind attention that vide Office Order PGI/DIR/DC/874/2022 dated 22-12-2022, Room No. 104, Ground Floor, Administrative Block has been allocated as Internal Quality Assurance Cell (IQAC), so as to expedite the NAAC Accreditation process for SGPGIMS.

In view of the above, you are hereby being urged to provide a signage on the gate of the Room No. 104, Ground Floor, Administrative Block (Enclosed, Annexure - I), at the earliest.

Size	Quantity
30 x 21 (centimetres)	01 (one)

In case of any query/clarification, you can contact Dr. Vaibhav Shriya (CUG = 221686), Deptt. of Hospital Administration, SGPGIMS.

(Dr. R. Harsvardhan)  
 HoD, Hospital Administration

Enclosure: As mentioned vide supra

Copy: For kind information

- Director
- Dr. R. Harsvardhan, HoD, Hospital Administration
- O/o HoD, Hospital Administration
- Guard File, Dispatch Section, Deptt. of Hospital Administration

(Dr. R. Harsvardhan)  
 HoD, Hospital Administration

*Varun Bajpai*

Lt Col Varun Bajpai VSM  
 Executive Registrar  
 SGPGIMS, Lucknow



Department of Hospital Administration  
Sanjay Gandhi Post Graduate Institute of Medical Sciences  
Raebareilly Road, Lucknow - U. P.

Annexure - I

# Internal Quality Assurance Cell (IQAC)

Length x Breadth = 30 x 21 (centimetres)

Lt Col Varun Bajpai VSM  
Executive Registrar  
SGPGIMS, Lucknow





National Assessment & Accreditation Council Cell  
Department of Hospital Administration  
Sanjay Gandhi Post Graduate Institute of Medical Sciences  
Raebareilly Road, Lucknow, U. P.

SGPGI/NAAC/HA 546 / 2022

Date: 05-12-2022

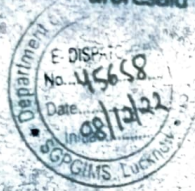
**Circular**

**Subject: Comprehensive Review Meeting to take forward the process of NAAC Accreditation of SGPGIMS, reg.**

A Comprehensive Review Meeting for the formation, execution & implementation of Micro-plan towards NAAC Accreditation of SGPGIMS has been convened under the Chairmanship of Prof. R. K. Dhiman, Director, so as to achieve outstanding grades by the NAAC Accreditation. The detail of the said meeting is mentioned vide infra:

- **Date: 11-12-2022**
- **Time: 10:30 am onwards**
- **Venue: Committee Room, 3<sup>rd</sup> Floor, Administrative Block, SGPGIMS**

The Chairman, Sub Dean, Quality, Co-coordinator, & Criteria Heads, as well as all the members of NAAC Task Force (Ref.: Distribution) are hereby being requested to make it convenient to attend the aforesaid meeting, as per the schedule vide supra.



**(Prof. R. K. Dhiman)**  
Director

**Distribution: For compliance**

- All Members of the NAAC Task Force (Ref. Office Order: SGPGI/NAAC/HA/ <sup>350</sup> /2022, Dated: 7-12-2022) as mentioned vide supra
- FO
- HoD, B & HI
- Chief Librarian
- Dr. Anitta Jose Ellenkil, SR, Department of Hospital Administration
- Dr. Chetna Bhat, Resident, Department of Hospital Administration
- Dr. Akanksha Chowdhary, Resident, Department of Hospital Administration
- Dr. Vaibhav Shriya, Resident, Department of Hospital Administration

**Copy: For information**

- NAAC Cell, Deptt. of Hospital Administration
- O/o Director
- Guard File, DoHA

**(Prof. R. K. Dhiman)**  
Director

Lt Col Varun Bajpai VSM  
Executive Registrar  
SGPGIMS, Lucknow



Department of Hospital Administration  
 Sanjay Gandhi Post Graduate Institute of Medical Sciences  
 Raebareilly Road, Lucknow – U. P.

SGPGI/NAAC/HA/475/2023

Date: 26-06-2023

**CORRIGENDUM**

**Sub.: Review Meeting related to NAAC obligations of ATC, reg.**



With reference to the meeting notice vide circular, **SGPGIMS/NAAC/HA/470/2023, dated 23-06-2023 & Sub. Review Meeting related to NAAC obligations of ATC**; it is being informed to all concerned that, subsequent to telephonic ~~request~~ by Dr. Vinita Aggarwal, on 24-06-2023, the **forementioned meeting is being deferred till 28-06-2023** on request from Dr. Vinita Aggarwal (till Dr. Amita Aggarwal joins back).



**(Dr. R. Harsvardhan)**  
 HoD, Hospital Administration &  
 Addl. M.S., ATC

**Distribution:** For the needful, pls

- Dr. Vinita Aggarwal, Pathology
- Dr. Anoop, B & HI
- Dr. Jai Kishun, B & HI
- Dr. Awale Rupali Bhalchandra, Lab. Med., ATC
- Dr. Siddharth Rai, PMR, ATC

**Copy:** For kind information

- Director
- Prof. Raj Kumar, Chief, ATC
- O/o HoD, Hospital Administration
- NAAC Cell, Deptt. of Hospital Administration
- Guard File, Dispatch Section, Deptt. of Hospital Administration

**(Dr. R. Harsvardhan)**  
 HoD, Hospital Administration &  
 Addl. M.S., ATC

*Varun Bajpai*

Lt Col Varun Bajpai VSM  
 Executive Registrar  
 SGPGIMS, Lucknow





Department of Hospital Administration  
Sanjay Gandhi Post Graduate Institute of Medical Sciences  
Raebareli Road, Lucknow – U. P.

SGPGI/NAAC/HA/475/2023

Date: 6-06-2023

**CORRIGENDUM**

**Sub.: Review Meeting related to NAAC obligations of ATC, reg.**



With reference to the meeting notice vide circular, **SGPGIMS/NAAC/HA/470/2023, dated 23-06-2023 & Sub. Review Meeting related to NAAC obligations of ATC**; it is being informed to all concerned that, subsequent to telephonic request by Dr. Vinita Aggarwal, on 24-06-2023, the **forementioned meeting is being deferred till 28-06-2023** on request from Dr. Vinita Aggarwal (till Dr. Amita Aggarwal joins back).



**(Dr. R. Harsvardhan)**  
HoD, Hospital Administration &  
Addl. M.S., ATC

**Distribution:** For the needful, pls

- Dr. Vinita Aggarwal, Pathology
- Dr. Anoop, B & HI
- Dr. Jai Kishun, B & HI
- Dr. Awale Rupali Bhalchandra, Lab. Med., ATC
- Dr. Siddharth Rai, PMR, ATC

**Copy:** For kind information

- Director
- Prof. Raj Kumar, Chief, ATC
- O/o HoD, Hospital Administration
- NAAC Cell, Deptt. of Hospital Administration
- Guard File, Dispatch Section, Deptt. of Hospital Administration

**(Dr. R. Harsvardhan)**  
HoD, Hospital Administration &  
Addl. M.S., ATC

Lt Col Varun Bajpai VSM  
Executive Registrar  
SGPGIMS, Lucknow



Apex Trauma Centre  
Sanjay Gandhi Post Graduate Institute of Medical Sciences  
Raebareli Road, Lucknow - U. P.

SGPGI/NAAC/HA/474/2023

Date: 26-06-2023

**OFFICE ORDER**

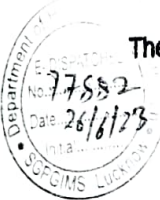


**Sub.: Review Meeting related to NAAC obligations of ATC, reg.**

Subsequent to the Review Meeting of NAAC under the Director, SGPGIMS (on 13-06-2023 & 22-06-2023) & also in the wake of telephonic instructions received from Director, SGPGIMS & Chief, ATC on 23-06-2023, following faculty members (Ref.: Distribution) are added in NAAC committee for ATC, as per the details mentioned vide infra:

The Responsibility of the NAAC Team for ATC will be to ensure the following:

- Filling-in, scrutinising & completion in absolute sense the NAAC Data Acquisition Sheet as per NAAC Manual of Health Sciences for Universities & NAAC SOP
- Creation of their certified hard copy & soft copies (in Pdf, Word & Excel)
- Creation of pertinent weblink/URL
- Institute website has been modulated & is now having slots for uploading the NAAC Data
- To take pro-active steps/initiatives, on a prospective note, so that Institute ends up conforming with all metric, under all criteria
- Geo tagged photography, depicting the function, which the photograph intends to portray and any other task, as needed for NAAC application process or, required in the wisdom of members



NAAC Team Members are hereby being informed to solicit help to ensure timely completion of obligations of the NAAC application process. The team may directly connect to their respective Institutional Criterion Heads for any assistance, which is mentioned as vide infra -

Criteria	Criterion Head (Institutional)
Criterion 1	Dr. Amit Goel, Hepatology
Criterion 2	Dr. Shubha Phadke, Medical Genetics
Criterion 3	Dr. C. P. Chaturvedi, Hematology
Criterion 4	Dr. Dharmendra Singh Bhaduria, Nephrology
Criterion 5	Dr. Punita Lal, Radiotherapy
Criterion 6	Dr. Vinita Aggarwal, Pathology
Criterion 7	Dr. Narayan Prasad, Nephrology

*Varun Bajpai*  
Lt Col Varun Bajpai VSM  
Executive Registrar  
SGPGIMS, Lucknow



**Apex Trauma Centre  
Sanjay Gandhi Post Graduate Institute of Medical Sciences  
Raebareli Road, Lucknow - U. P.**

The details of the NAAC Team for ATC is mentioned as vide infra:

Criteria	Criterion Members (ATC)
Criterion 1	Dr. Kuldeep Vishwakarma, OMFS, ATC
Criterion 2	Dr. Sangram Singh, Microbiology, ATC
Criterion 3	Dr. Siddharth Rai, PMR, ATC ( <b>NAAC Team Leader - ATC</b> )
Criterion 4	Dr. Prateek Singh Bais, Anaesthesiology, ATC
Criterion 5	Dr. Ankit Kumar, FMT, ATC
Criterion 6	Dr. Kumar Keshav, Orthopaedics, ATC
Criterion 7	Dr. Rupali Awale Bhalchandra, Lab. Medicine, ATC

In case of any further assistance in this regard, kindly contact, Dr. Vaibhav Shriya (CUG. No:1686), J.R. Hospital Administration.

This order is being issued in concurrence with Chief, ATC.

**(Dr. R. Harsvardhan)**  
HoD, Hospital Administration &  
Addl. M.S., ATC

**Distribution:** For the needful, pls

- Dr. Siddharth Rai, PMR, ATC
- Dr. Prateek Singh Bais, Anaesthesiology
- Dr. Sangram Singh, Microbiology, ATC
- Dr. Kuldeep Vishwakarma, OMFS, ATC
- Dr. Kumar Keshav, Orthopaedics, ATC
- Dr. Rupali Awale Bhalchandra, Lab. Medicine, ATC
- Dr. Ankit Kumar, FMT, ATC

**Copy:** For kind information

- Prof. R. K. Dhiman, Director
- Prof. S. P. Ambesh, Dean
- Prof. Raj Kumar, Chief, ATC
- Dr. Shubha Phadke, Medical Genetics
- Dr. Narayan Prasad, Nephrology

*Vajpayee*  
Lt Col Varun Bajpai VSM  
Executive Registrar  
SGPGIMS, Lucknow



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- Dr. Amit Goel, Hepatology
- Dr. Punita Lal, Radiotherapy
- Dr. Vinita Aggarwal, Pathology
- Dr. Dharmendra Singh Bhaduria, Nephrology
- Dr. C. P. Chaturvedi, Hematology
- O/o HoD, Hospital Administration
- NAAC Cell, Deptt. of Hospital Administration
- Guard File, Dispatch Section, Deptt. of Hospital Administration

**(Dr. R. Harsvardhan)**  
HoD, Hospital Administration &  
Addl. M.S., ATC

**Lt Col Varun Bajpai VSM**  
Executive Registrar  
SGPGIMS, Lucknow





Department of Hospital Administration  
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Phone: 0522-2495363, 2495365 Fax: 91-0522-2668017

SGPGI/HA/QC/369/2020

Date 25-6-2020

From: Dr. R. Harsvardhan, Member Secretary, IAC & HoD, Hospital Administration  
To : Shri. U. C. Pandey, SAO (Hospital Accounts)  
Sub : Request to provide copy of the mentioned MOUs to Quality Cell, Deptt. of Hospital Administration, SGPGIMS reg.

With regard to the subject mentioned as above, we would like to appreciate your kind support and cooperation towards the application process for Pre-Entry Level NABH Accreditation. We have completed the initial phase of application process and for further steps we require the following MOUs (mentioned overleaf)

In view of the above, in order to expedite the process of Pre-Entry Level NABH Accreditation application process, you are requested to provide a copy of above mentioned document maintained by your good office to the undersigned, at the earliest.

(Dr. R. Harsvardhan)  
Member Secretary, IAC &  
HoD, Hospital Administration

Copy: for information

- Prof. R. K. Dhiman, Director
- Prof. Amit Agarwal, Chief Medical Superintendent
- Prof. A. K. Bhatt, Medical Superintendent
- Dr. R. Harsvardhan, Member Secretary, IAC & HoD, Hospital Administration
- Dr. Saurabh Singh, SR, Deptt. Hosp. Admin.
- Dr. Tanvi Arora, Dr. Arushi Jaiswal, Dr. Sanjula Srivastava, PG-HA, Deptt. of Hosp. Admin.
- O/o HoD, Hospital Administration – for record keeping
- O/o Quality Cell, Hospital Administration – for record keeping

(Dr. R. Harsvardhan)  
Member Secretary, IAC &  
HoD, Hospital Administration

  
Lt Col Varun Bajpai VSM  
Executive Registrar  
SGPGIMS, Lucknow



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SGPGI/HA/QC/370/2020

Date 25-4-2020

From: Dr. R. Harsvardhan, Member Secretary, IAC & HoD, Hospital Administration

To : Prof. Sonia Nityanand, Executive Register

Sub : Request to provide HR details of Senior Residents and Junior Residents to Quality Cell,  
Deptt. of Hospital Administration, SGPGIMS reg

With regard to the subject mentioned as above, we would like to appreciate your kind support and cooperation towards the application process for Pre-Entry Level NABH Accreditation. We have completed the initial phase of application process and for further steps we require HR details of Senior Residents and Junior Residents of SGPGIMS in the format mentioned below:

Sl.No.	Name of the Doctor	Designation	Qualification	Council of Registration	Registration No.	Date of Joining	Department

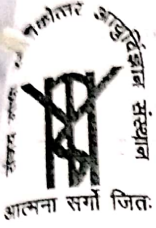
In view of the above, in order to expedite the process of Pre-Entry Level NABH Accreditation application process, you are requested to provide a copy of above mentioned document maintained by your good office to the undersigned, at the earliest

(Dr. R. Harsvardhan)  
Member Secretary, IAC &  
HoD, Hospital Administration

Copy: for information

- Prof. R. K. Dhiman, Director
- Prof. Amit Agarwal, Chief Medical Superintendent
- Prof. A. K. Bhatt, Medical Superintendent
- Dr. R. Harsvardhan, Member Secretary, IAC & HoD, Hospital Administration
- Dr. Saurabh Singh, SR, Deptt. Hosp. Admin.
- Dr. Tanvi Arora, Dr. Arushi Jaiswal, Dr. Sanjula Srivastava, PG-HA, Deptt. of Hosp. Admin.
- O/o HoD, Hospital Administration – for record keeping
- O/o Quality Cell, Hospital Administration – for record keeping

(Dr. R. Harsvardhan)  
Member Secretary, IAC &  
HoD, Hospital Administration



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ION: SGPGI/HA/QC/407/2020

Date 26/7/2020

From: Dr. R. Harsvardhan, Member Secretary, IAC & HoD, Hospital Administration

To : Prof. K. J. Maria Das, Medical Physicist, Radiotherapy

Sub : Request to provide a copy of licence for CATH Lab & radiological equip. to Quality Cell, Deptt. of Hospital Administration, SGPGIMS reg.

With regard to the subject mentioned as above, we would like to appreciate your kind support and cooperation towards the application process for Pre-Entry Level NABH Accreditation. We have completed the initial phase of application process and for further steps we require the AERB licence of all the equipment, C – Arm used in Cath Lab.

In view of the above, in order to expedite the process of Pre-Entry Level NABH Accreditation application process, you are requested to provide a copy of above mentioned document maintained by your good office to the undersigned, at the earliest.

(Dr. R. Harsvardhan)

Member Secretary, IAC &  
HoD, Hospital Administration

Copy: for information

- Prof. Amit Agarwal, Chief Medical Superintendent
- Prof. A. K. Bhatt, Medical Superintendent
- Dr. R. Harsvardhan, Member Secretary, IAC & HoD, Hospital Administration
- Dr. Saurabh Singh, SR, Deptt. Hosp. Admin.
- Dr. Tanvi Arora, Dr. Arushi Jaiswal, Dr. Sanjula Srivastava, PG-HA, Deptt. of Hosp. Admin.
- O/o HoD, Hospital Administration – for record keeping
- O/o Quality Cell, Hospital Administration – for record keeping

(Dr. R. Harsvardhan)

Member Secretary, IAC &  
HoD, Hospital Administration





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ION: SGPGI/HA/QC/422<sup>III</sup>/2020

Date: / /2020

From: Dr. R. Harsvardhan, Member Secretary, IAC & HoD, Hospital Administration

To : Prof. V.A. Saraswat, Professor & HoD, Gastroenterology

Sub : Request to provide a copy of equipment list to Quality Cell, Deptt. of Hospital Administration, SGPGIMS reg.

With regard to the subject mentioned as above, we would like to appreciate your kind support and cooperation towards the application process for Pre-Entry Level NABH Accreditation. We have completed the initial phase of application process and for further steps we require the copy of documents of equipment used in Gastroenterology.

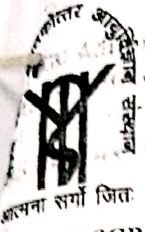
In view of the above, in order to expedite the process of Pre-Entry Level NABH Accreditation application process, you are requested to provide a copy of above mentioned document maintained by your good office to the undersigned at the earliest.

(Dr. R. Harsvardhan)  
Member Secretary, IAC &  
HoD, Hospital Administration

Copy: for information

- Prof. R.K. Dhiman, Director
- Prof. Amit Agarwal, Chief Medical Superintendent
- Prof. A.K. Bhatt, Medical Superintendent
- Dr. Saurabh Singh, SR Deptt. Hosp. Admin.
- Dr. Tanvi Arora, Dr. Arushi Jaiswal, Dr. Sanjula Srivastava, PG-IIA, Deptt. of Hosp. Admin.
- O/o HoD, Hospital Administration
- O/o Quality Cell, Hospital Administration

(Dr. R. Harsvardhan)  
Member Secretary, IAC &  
HoD, Hospital Administration



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ION: SGPGI/HA/QC/422<sup>A</sup>/2020

From: Dr. R. Harsvardhan, Member Secretary, IAC & HoD, Hospital Administration Date: / /2020

To : Prof. Rajan Saxena, Professor & HoD, Surgical Gastroenterology

Sub : Request to provide a copy of equipment list to Quality Cell, Deptt. of Hospital Administration, SGPGIMS reg.

With regard to the subject mentioned as above, we would like to appreciate your kind support and cooperation towards the application process for Pre-Entry Level NABH Accreditation. We have completed the initial phase of application process and for further steps we require the copy of documents of equipment used in Surgical Gastroenterology.

In view of the above, in order to expedite the process of Pre-Entry Level NABH Accreditation application process, you are requested to provide a copy of above mentioned document maintained by your good office to the undersigned at the earliest.

(Dr. R. Harsvardhan)  
Member Secretary, IAC &  
HoD, Hospital Administration

Copy: for information

- Prof. R.K. Dhiman, Director
- Prof. Amit Agarwal, Chief Medical Superintendent
- Prof. A.K. Bhatt, Medical Superintendent
- Dr. Saurabh Singh, SR Deptt. Hosp. Admin.
- Dr. Tanvi Arora, Dr. Arushi Jaiswal, Dr. Sanjula Srivastava, PG-HA, Deptt. of Hosp. Admin.
- O/o HoD, Hospital Administration
- O/o Quality Cell, Hospital Administration

(Dr. R. Harsvardhan)  
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ION: SGPGI/HA/QC/422/2020

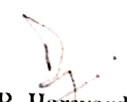
From: Dr. R. Harsvardhan, Member Secretary, IAC & HoD, Hospital Administration Date: 10-07-2020

To : Prof. Eesh Bhatia, Professor & HoD, Endocrinology

Sub : Request to provide a copy of equipment list to Quality Cell, Deptt. of Hospital Administration, SGPGIMS reg.


With regard to the subject mentioned as above, we would like to appreciate your kind support and cooperation towards the application process for Pre-Entry Level NABH Accreditation. We have completed the initial phase of application process and for further steps we require the copy of documents of equipment used in Endocrinology.

In view of the above, in order to expedite the process of Pre-Entry Level NABH Accreditation application process, you are requested to provide a copy of above mentioned document maintained by your good office to the undersigned at the earliest.

  
(Dr. R. Harsvardhan)  
Member Secretary, IAC &  
HoD, Hospital Administration

Copy: for information

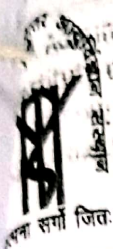
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- O/o HoD, Hospital Administration
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ION: SGPGI/HA/QC/44/2020

From: Dr. R. Harsvardhan, Member Secretary, IAC & HoD, Hospital Administration Date: 17/7/2020

To : Prof. R.K. Singh, Professor & Head, Emergency Medicine  
 Sub : Request to provide a copy of equipment list to Quality Cell, Deptt. of Hospital Administration, SGPGIMS reg.

With regard to the subject mentioned as above, we would like to appreciate your kind support and cooperation towards the application process for Pre-Entry Level NABH Accreditation. We have completed the initial phase of application process and for further steps we require the copy of documents of equipment used in Emergency Medicine.

In view of the above, in order to expedite the process of Pre-Entry-Level NABH Accreditation application process, you are requested to provide a copy of above mentioned document maintained by your good office to the undersigned at the earliest.

(Dr. R. Harsvardhan)  
 Member Secretary, IAC &  
 HoD, Hospital Administration

Enclosure : Performa for the List of Equipment

Copy: for information

- Prof. R.K. Dhiman, Director
- Prof. Amit Agarwal, Chief Medical Superintendent
- Prof. A.K. Bhatt, Medical Superintendent
- Dr. Saurabh Singh, SR Deptt. Hosp. Admin.
- Dr. Tanyi Arora, Dr. Arushi Jaiswal, Dr. Sanjula Srivastava, PG-HA, Deptt. of Hosp. Admin.
- O/o HoD, Hospital Administration
- O/o Quality Cell, Hospital Administration



*[Handwritten signatures and dates]*  
 18/7/2020

*[Handwritten signature]*  
 20/07/20

*[Handwritten signature]*

*[Handwritten signatures]*

(Dr. R. Harsvardhan)  
 Member Secretary, IAC &  
 HoD, Hospital Administration

*[Handwritten signature]*  
 Lt Col Varun Bajpai VSM  
 Executive Registrar  
 SGPGIMS, Lucknow

Department of Hospital Administration  
Sanjay Gandhi Post Graduate Institute of Medical Sciences  
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Phone: 0522-2495363, 2495365 Fax: 91-0522-2668017

ION: SGPGI/HA/QC/44/2020

Date: 17/17/2020


From: Dr. R. Harsvardhan, Member Secretary, IAC & HoD, Hospital Administration

To : Prof. R.K. Singh, Professor & Head, Emergency Medicine

Sub : Request to provide a copy of equipment list to Quality Cell, Deptt. of Hospital Administration, SGPGIMS reg.

With regard to the subject mentioned as above, we would like to appreciate your kind support and cooperation towards the application process for Pre-Entry Level NABH Accreditation. We have completed the initial phase of application process and for further steps we require the copy of documents of equipment used in Emergency Medicine.


In view of the above, in order to expedite the process of Pre-Entry Level NABH Accreditation application process, you are requested to provide a copy of above mentioned document maintained by your good office to the undersigned at the earliest.

  
(Dr. R. Harsvardhan)  
Member Secretary, IAC &  
HoD, Hospital Administration

Enclosure : Performa for the List of Equipment

Copy: for information

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- Prof. A.K. Bhatt, Medical Superintendent
- Dr. Saurabh Singh, SR Deptt. Hosp. Admin.
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- O/o HoD, Hospital Administration
- O/o Quality Cell, Hospital Administration

  
(Dr. R. Harsvardhan)  
Member Secretary, IAC &  
HoD, Hospital Administration