



**Workshop cum Combined Amelioration of Fire Safety (CAFS Training)**  
Organized by  
**Department of Hospital Administration**  
**Sanjay Gandhi Post Graduate Institute of Medical Sciences**  
Raebareli Road, Lucknow, U.P.

ATC  
SGPGI /HA/43/2023

Date: 16-01-2023


**CIRCULAR**

**Sub.: Workshop cum Combined Amelioration of Fire Safety Training (CAFS – Training) for staff of Apex Trauma centre, SGPGIMS, reg.**

With regard to the subject mentioned as above, Department of Hospital Administration in collaboration with Fire Control Section & Fire Station U.P. Govt., is organizing **Workshop cum Combined Amelioration of Fire Safety Training (CAFS – Training)** for staff of Apex Trauma Center. The Workshop is to be followed by **Demonstration & Mock Drill session** by the fire department of SGPGIMS.

Therefore, a program has been designed to impart training regarding fire safety for all *Faculties/ Doctors, Administration staff, Nursing staff, Technical staff, Security Personnel, Housekeeping staff and Attendants* of Trauma Centre to participate in the training Program.

**Training Schedule** of the said workshop has also been enclosed with this circular.

  
**Dr. R. Harsvardhan**  
Dy. Medical Superintendent, ATC &  
HoD, Hospital Administration

**Enclosure:**

- Training schedule


**Distribution:** (For compliance)

- All Faculties, ATC
- All SR & JR, ATC
- Sister Usha Takri, Nursing Superintendent, Apex Trauma Centre: (for onwards communication to nurse In-charges/Staff nurses)
- Mr. Sushil Kumar Singh, MSSO, Apex Trauma Centre: (for onwards communication to MSW, PRO and DEO)
- Mr. Vijay, Technical Officer, Fire Control Service, Apex Trauma Centre
- Mr. Om Prakash, Sr. Sanitary Officer and Patient attendant Supervisor, Apex Trauma Centre: (for onwards communication to Patient Attendants)
- Mr. S.K Padam, Sanitary Officer, Apex Trauma Centre: (for onwards communication to Housekeeping Supervisor and staff)
- Security Supervisor, Security Services, Apex Trauma Centre: (for onwards communication to security personnel)

**Copy:** For information

- Dr. Raj Kumar, Chief, ATC & HoD, Neurosurgery
- Dr. R. Harsvardhan, Dy. Medical Superintendent, ATC & HoD, Hospital Administration
- Dr. Kumar Dharmendra Singh, SR, Hospital Administration
- Dr. Gaurav Kumar Jha, SR, Hospital Administration
- Dr. Pragya Sonker, JR, In-charge Fire Services, Hospital Administration
- Guard File, Dispatch section, Deptt. of Hospital Administration
- O/o Head, Hospital Administration, SGPGIMS

  
Lt Col Varun Bajpai VSM  
Executive Registrar  
SGPGIMS, Lucknow

  
**Dr. R. Harsvardhan**  
Dy. Medical Superintendent, ATC &  
HoD, Hospital Administration




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**Theme: "Fire Won't Wait. Plan Your Escape"**

- ❖ **Date:** 19-01-2023 (Thursday)
- ❖ **Time:** 2:30 PM – 3:30 PM
- ❖ **Venue: Scientific session:** Seminar Hall, 5<sup>th</sup> floor, ATC  
**Demonstration & Mock Drill session:** Ground floor, in front of Gas plant, ATC
- ❖ **Duration:** 60 minutes
- ❖ **Objective:**
  1. To create awareness and improve the knowledge and practices of the Healthcare providers, specifying their duties with respect to Fire Safety & Management Practices
  2. To demonstrate the practices to develop it into a habit.
- ❖ **Target Audience:** This Fire safety Service Training Program is exclusively targeted for the Faculties/ Doctors, Administration staff, Nursing staff, Technical staff, Security Personnel, Housekeeping staff and Attendants etc.
- ❖ **Speakers** from Deptt. of Hospital Administration, SGPGIMS

<b>TRAINING SCHEDULE</b>		
<b>TIME</b>	<b>TOPIC</b>	<b>SPEAKER</b>
<b>02:30 PM - 02:40 PM</b>	Opening Remarks "Fire Management in Hospital- Your Obligation"	<b>Dr. R. Harsvardhan</b> Dy. Medical Superintendent, ATC & HoD, Hospital Administration
<b>02:40 PM - 03:10 PM</b>	"Fire Safety for Healthcare Providers and management in Healthcare settings"	<b>Dr. Kr. Dharmendra Singh,</b> SR, Hospital Administration <b>Dr. Gaurav Kumar Jha,</b> SR, Hospital Administration
<b>03:10 PM - 03:25 PM</b>	Demonstration & Mock Drill – Fire Management Practices	<b>Fire Section Officials</b> <b>Fire Deptt. SGPGIMS</b>
<b>03:25 PM - 03:30 PM</b>	Vote of Thanks	<b>Dr. Pragya Sonker,</b> JR, Hospital Administration

  
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