



जवाहरलाल स्नातकोत्तर आयुर्विज्ञान शिक्षा एवं अनुसंधान संस्थान  
JAWAHARLAL INSTITUTE OF POST GRADUATE MEDICAL EDUCATION AND RESEARCH  
(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)  
(An Institution of National Importance under Ministry of Health & Family Welfare, GOI)  
धन्वंतरि नगर, पुदुच्चेरी/ Dhanvantari Nagar, PUDUCHERRY-605 006



**Minutes of the Meeting of the Disaster Preparedness Committee held at 3pm on 13.11.2018 in Board Room, Admin. Block, JIPMER**

The JIPMER Disaster Preparedness Committee meeting on account of expected Gaja Cyclone was held under the chairmanship of the Director, JIPMER at 3pm on 13.11.2018 in Board Room, JIPMER.

The list of officers who attended the meeting is enclosed (Annexure-1).

During the meeting the disaster preparedness of Puducherry Government was discussed. The disaster management plan of JIPMER was discussed. After deliberation the following decisions were taken.

1. **Quick Response Team-1** comprising of Estate Manager and Horticulture Superintendent to be assisted by Facility Management i.e. HLL and CPWD has been constituted to take care of removal of uprooted trees, clearance of road and to take care of damage to infrastructures in JIPMER. The team was directed to hire JCB from 14<sup>th</sup> evening onwards for two days for clearance of road. Sufficient number of DRLs should be deputed round the clock during 14<sup>th</sup> night onwards. The contact number of the Quick Response Team-1 is given below

S.NO	NAME/DESIGNATION	Contact Number
1.	Mr. T. Velmurugan, Estate Manager	9443499162 / Office: 04132296019
2.	Representative from CPWD-EE (Electrical)	9449067552
3.	Mr.Siva prasanth, Facility Manager - HLL	8940900264 / Office: 04132297003
4.	Mr. Sakthivel, Supdt. Horticulture	9443076439

2. **Quick Response Team-2** will be led by Project Coordinator and members comprising of Facility Management i.e. HLL & CPWD to take care of electricity supply, restoration of Electricity and continuous supply of electricity to Hospital, ICU etc. It is advised to procure sufficient quantity of diesel in advance for operating DG.
3. **EMS Team:**  
The team will be led by Dr. Vivekanandan, Head of EMS to take care of emergency medical services. A plan may be prepared and submitted to Medical Superintendent, Deputy Director (Admin) and Additional Medical Superintendent. A designated disaster ward may be kept ready at Ward No.37 for disaster related medical emergency. A central Control room may be created with landline and mobile number should be displayed at prominent places.  
A detailed discussion was held and it was advised that the emergency medical services shall have sufficient number of trollies and housekeeping staff to take care of patient flow.  
A. The Officer In-charge of Blood Bank was asked to ensure sufficient quantity of blood units to tackle emergency situations.  
B. The Head of Surgery & Head of Orthopaedic Surgery were requested to arrange special team from 14<sup>th</sup> to 16<sup>th</sup> November 2018 to take care of disaster related cases.  
C. The AMS was asked to issue circular to halt surgical procedures for 2 days except emergency critical cases.
4. The Officer In-charge of Transport section is asked to ensure that all JIPMER Vehicles should be in running condition with sufficient fuel to run the vehicle for at least 2 days.
5. The Officer In-charge of Dietetics is requested to make arrangement for providing food to staff member deputed /working under disaster management.

The meeting ended with thanks to the Chairman.

V.S.   
Dr. V.S. Senthil Kumar, IFS,  
Deputy Director (Admin.)

उपनिदेशक (प्रशा)  
DEPUTY DIRECTOR (ADMIN.)

जिपमेर / JIPMER

धन्वंतरि नगर / Dhanvantari Nagar,  
पुदुच्चेरी / Puducherry - 605 006.

To

The officials listed in the Annexure-1 (Through proper channel wherever necessary)

