



Most Urgent

PT. B.D.SHARMA POSTGRADUATE INSTITUTE OF MEDICAL SCIENCES, ROHTAK
No. SPIO/PGIMS/2022/4943-58 To

Dated: - 27.07.2022

1. The Principal, Swami Dayanand Post Graduate Institute of Pharmaceutical Sciences, UHS, Rohtak vide letter No. PGIPS/2022/610, dated 06.07.2022.
2. The PIO-cum-DMS I/c Boiler Section, Pt. B. D. Sharma, PGIMS, Rohtak vide letter No. Boiler/22/133, dated 13.07.2022.
3. The PIO-cum-DMS I/c Laundry, Pt. B. D. Sharma, PGIMS, Rohtak vide letter No. Laundry/2022/557, dated 05.07.2022.
4. The PIO-cum-DMS I/c Kitchen, Pt. B. D. Sharma, PGIMS, Rohtak vide letter No. Kitchen/22/426, dated 05.07.2022.
5. The PIO-cum-DMS I/c CSSD, Pt. B. D. Sharma, PGIMS, Rohtak vide letter No. CSSD/22/187, dated 04.07.2022.
6. The PIO-cum-DMS I/c Telephone Exchange, Pt. B. D. Sharma, PGIMS, Rohtak vide office letter No. Telephone Exchange/22/607, dated 11.07.2022
7. The Nodal Officer-cum-PIO, PMBJK, PGIMS, Rohtak vide letter No. PGIMS/PMBJK/22/214, dated 04.07.2022.
8. The Sr. Prof. & Head, Deptt. of Surgery, Pt. B. D. Sharma, PGIMS, Rohtak vide office letter No. Surg./22/1604, dated 04.07.2022.
9. The Sr. Prof. & Head, Deptt. of Pediatrics, Pt. B. D. Sharma, PGIMS, Rohtak vide office letter No. Ped./22/1702, dated 04.07.2022.
10. The Sr. Prof. & Head, Deptt. of Neurology, Pt. B. D. Sharma, PGIMS, Rohtak vide office letter No. Neuro/22/682, dated 04.07.2022.
11. The PIO-cum- Sr. Prof., Deptt. of Oncology, Pt. B. D. Sharma, PGIMS, Rohtak vide office letter No. Onco/22/172, dated 05.07.2022.
12. The Sr. Prof. & Head, Deptt. of Pediatric Surgery, Pt. B. D. Sharma, PGIMS, Rohtak vide office letter No. Paed. Surg/2022/260-61, dated 05.07.2022.
13. The Sr. Prof. & Head, Deptt. of Burns & Plastic Surgery, Pt. B. D. Sharma, PGIMS, Rohtak vide office letter No. BPS/22/396, dated 05.07.2022.
14. The Sr. Prof. & Head, Deptt. of Anesthesiology, Pt. B. D. Sharma, PGIMS, Rohtak vide office letter No. Anaesth/2022/RTI/2597, dated 01.07.2022.
15. The Sr. Prof. & Head, Deptt. of Forensic Medicine, Pt. B. D. Sharma, PGIMS, Rohtak vide office letter No. FMD/2022/862, dated 04.07.2022.
16. The Warden Doctor Hostel, Pt. B. D. Sharma, PGIMS, Rohtak vide letter No. DH/2022/67, dated 07.07.2022.

Sub:- Implementation of Pro-active disclosure under section-4 of RTI Act 2005.

The information related to implementation of Pro-active disclosure under section-4 of RTI Act 2005, sent by you to the worthy Director, Pt. B. D. Sharma, PGIMS, Rohtak, for approval the same from the First Appellate Authority-cum-Director, Pt. B. D. Sharma, PGIMS, Rohtak.

The same is returned in original with the request to kindly send the information to the Prof. I/c Telemedicine, Pt. B. D. Sharma, PGIMS, Rohtak in **PDF format as Soft copy and Hard copy, so that the same can be uploaded/updated on the website of the institute** for implementation of Pro-active disclosure under section-4 of RTI Act 2005.

It may be treated as utmost urgent.

Encls. As above

Endst. No. SPIO/PGIMS/2022/

Copy of the above is forwarded to the First Appellate Authority-cum-Director, Pt. B. D. Sharma, PGIMS, Rohtak for information.

State Public Information Officer
Dated: 1 / 2022

State Public Information Officer

DEPARTMENT OF SURGICAL ONCOLOGY, PGIMS ROHTAK

No. Onco/22/172
To

Dated: 05/07/22

The first Appellate Authority
Cum-Director, PGIMS, Rohtak

Subject:

Implementations of pro-active disclosure under Section-04 of RTI Act 2005-issue of guidelines regarding.

Kindly refer to your office letter No. SPIO/PGIMS/2022/4094-4132 Dated: 23.06.22 on the subject cited above the desired information point wise regarding under section 04 of RTI Act 2005 is as under:-

- (I) The department of Surgical Oncology is involved in teaching, research, training and patient care.
 1. Emergency patient care is done by Consultants on rotation basis.
 2. The operation lists are prepared by Head of the Department with consultation other consultants of Deptt.
 3. The consultant on a particular operation table is fully responsible for all the cases on his table e.g their surgery, postponement etc.
- (II) The administrative powers rest with the Head of the Department and the director.
 1. Staff Nurses are fully responsible for nursing care to patients and maintenance of record.
 2. Ministerial staff of the department maintains the office & records.
 3. Class-IV employees assist the officers in above mentioned work of the deptt.
 4. House surgeons are fully responsible for total patient care alongwith completing and depositing the records of patients.
- (III) The decision regarding treatment of patient in OPD is done by consultant/house surgeon whosoever has seen the patient.
 1. The decision regarding admission of the patient is taken by Head of the Department in consultation with consultants of the Department.
- (IV) As above.
- (V) No manual is available with regard to this. However the duties are discharged according to various circulars issued by the Office of the Director, Dean, Medical Supdt from time to time.
- (VI) Records of the house surgeons are maintained by Office of Head of Deptt.
- (VII) None
- (VIII) None
- (IX) Yes, the directory of officers is maintained by the Office of the director
- (X) No system exists w.r.t financial remuneration and compensation.
- (XI) Maintained by director office.
- (XII) No subsidy programme.
- (XIII) None
- (XIV) None
- (XV) None
- (XVI) Lies with Director Office

(XVII) Nil

PIO Cum Sr, Prof Deptt of
Surgical Oncology, PGIMS
Rohtak

No. Onco/22/

Dated:

A copy of above is forwarded to SPIO w.r.t SPIO/PGIMS/2022/4094-4132 Dated 23.06.22

PIO Cum Sr, Prof Deptt of
Surgical Oncology, PGIMS
Rohtak

SPIO

Director
6/7/22

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