



# King George's Medical University

Uttar Pradesh, Lucknow – 226003, India

## Professor Divya Mehrotra

Dean  
Quality Control, Clinical Audit,  
Accreditation & Future Planning

Minutes of the meeting of Internal quality managers held on 30/10/2019 in the Chamber of Dean, Quality Control, Clinical Audit, Accreditation & Future Planning at 01:30 PM.

A meeting of Internal Quality managers was held on 30/10/2019 in the Chamber of Dean, Quality Control, Clinical Audit, Accreditation & Future Planning at 01:30 PM to discuss suggestions & grievances of KGMU employees during their Interaction Meet. The meeting was attended by the following:

- |                           |   |  |
|---------------------------|---|--|
| 1) Prof. Divya Mehrotra   | - | Dean, Quality Control, Clinical Audit, Accreditation & Future Planning |
| 2) Dr. Mohd. Kaleem Ahmad | - | Dept. of Biochemistry  |
| 3) Prof. Reema Kumari     | - | Dept. of Community Medicine  |
| 4) Dr. Rhythm             | - | Dept. of Conservative Medicine & Endodontics                           |
| 5) Dr. Siddharth Agarwal  | - | Dept. of Ophthalmology   |
| 6) Dr. Rahul Kumar        | - | Dept. of Pharmacology  |
| 7) Dr. Sudhir Mishra      | - | Dept. of PMR   |
| 8) Dr. Rameshwari Singhal | - | Dept. of Periodontics  |

In the above said meeting followings Points were discussed and recommended.

- 1) Dress colour Code for Employees of KGMU

### Class 3

- |                          |   |   |
|--------------------------|---|---|
| 1) Office staff          | - | Light Blue Shirt & Trousers (Gents)<br>Light Blue Saree, black blouse or Light Blue Salwar Suit ,<br>black dupatta (Female) |
| 2) Sisters/Nursing Staff | - | White   |
| 3) Technician            | - | Light Green shirt and light green Apron   |

### Class 4

- |  |   |      |
|--|---|------|
|  | - | Grey |
|--|---|------|

- 2) **Employees week** for free health checkup of employees be initiated in the first week of December every year.
- 3) **Appreciation Awards** for Employees to be initiated for Every department on rotatory basis for class 4 employees, technician, Mechanical staff and Nursing staff. Awards for 05 alumni members, 05 for NGO and 05 for Media persons be also be initiated.

4) Regular Training Sessions for Employees need to be initiated, Some key areas suggested are as below:

- |                    |   |               |
|--------------------|---|---------------|
| a) Record Keeping  | - | December 2019 |
| b) Ayushman Bharat | - | January 2020  |
| c) BPL             | - | February 2020 |
| d) Gem portal      | - | March 2020    |
| e) RTI             | - | April 2020    |

Every Department should have a staff room and washroom marked for employees.



**(Prof. Divya Mehrotra)**

Dean

Quality Control, Clinical Audit  
Accreditation & Future Planning