

MANUAL-6

A statement of boards, council, committees and other bodies constituted as its part.

A: Grievance-redressal cell:

Introduction:

Committee comprising of the members of the employees and their representatives and the representatives of the administration and representative of the Chief Labour Officer is formed.

Established:

In the year 2000

Objectives:

Objective of this committee being redressal of the problems of the employees at local level.

Activities:

Regular meetings of the committee members are held.

Role of the affiliated body:

Resolve the problems between employer and employees.

Structure and Member composition:

As mentioned above

Frequency of Meetings:

Once in two month

Can public participate in the meeting: NO

Are minutes of the meeting prepared: YES

B: Watch-Dog committee

Introduction:

Committee of representatives of people and social workers.

Established: In the year 2004

Objective:

1. Put forth the problems of people attending/served by the hospital.
2. Reach a solution to minimize problems to the patients.

Activities:

1. Address the people's problems
2. Bring the problems to the notice of the administrative authority.
3. Find out some solution.
4. Better relationship between the hospital and patients.

Structure and member composition:

Administrative: CMO, Sr. MO, MO, Jr. Asst. Matron, Head Clerk,

Social Workers

People's representatives of the area.

Head of the Body: Chief Medical Officer

Address of the main office and its branches: Municipal General Hospital Borivali-E

Frequency of meetings: every month.

Can public participate in the meeting: Members of public can participate in the meeting by prior appointment.

Are minutes of the meetings prepared? YES

MEETINGS OF DAKSHATA SAMITI IS HELD EVERY MONTH AS PER
CONVENIENCE OF THE MEMBERS.