

**GOVERNMENT OF NCT OF DELHI
DELHI DISASTER MANAGEMENT AUTHORITY**

No. F.2/07/2020/S-I/Pt. File/ 219

Dated: 05/06/2020

ORDER

Whereas, the Delhi Disaster Management Authority (DDMA) is satisfied that the NCT of Delhi is threatened with the spread of COVID-19 epidemic, which has already been declared as a pandemic by the World Health Organization, and has considered it necessary to take effective measures to prevent its spread in NCT of Delhi;

And whereas, Delhi Disaster Management Authority has issued various orders/instructions from time to time to all authorities concerned to take all required measures to appropriately deal with the situation;

And whereas, it has been considered necessary to strengthen the overall administration of major hospitals of Delhi, in order to address various issues relating to hassle free admission and allotment of bed in hospitals, monitoring the availability and presence of Doctors / staff in COVID wards and ICU, maintenance of hospital hygiene, adequate stock of medicines in hospitals and availability of quality food items in hospital canteens as well as management and communication of COVID-19 related data etc;

Now therefore, in exercise of powers conferred under Section 22 read with Section 65 of the Disaster Management Act, 2005; the undersigned, in his capacity as Chairperson, State Executive Committee, DDMA, GNCTD, hereby appoints following Government officers as Nodal Officers for COVID-19 hospitals of Delhi, **in addition to their own duties**, with immediate effect:-

SI. No.	Name of the Officer	Name of the Hospital
1.	Sh. S.M. Ali, IAS	Lok Nayak Hospital
2.	Sh. Binay Bhushan, IAS	GTB Hospital
3.	Ms. Veditha Reddy, IAS	Burari COVID Health Centre & Deep Chand Bandhu Hospital
4.	Ms. Akriti Sagar, IAS	Satyavadi Raja Harish Chandra Hospital

The officers mentioned at Sl. No. 2, 3 & 4 above are also designated as Ex-officio OSDs in Health & Family Welfare Department, GNCTD.

The above mentioned officers shall immediately report to Secretary, H&FW Department, GNCTD. The above-mentioned officers shall be overall in charge of the COVID Hospital/Facility assigned to them and will exercise general superintendence, direction and control over the functioning of such hospital/facility. The officers shall undertake following responsibilities in co-ordination with Deans/ Medical Directors / Medical Superintendents of hospitals:-

- a) To put a system in place for ensuring smooth and hassle free admission for the needy COVID patients and timely treatment and discharge of treated patients.
- b) To set up a mini war-room under CCTV monitoring, in each hospital containing a dash board showing availability of beds in the hospital. Unique numbers will be assigned to

- the beds which will be further integrated with an App / system to show the availability of the beds in a transparent manner. CCTV camera should also be available to monitor the availability & presence of the Doctors / Staff in COVID wards and ICUs.
- c) To ensure that beds are assigned with a priority as per the requests received on Helpline.
 - d) To make overall efforts for increasing the bed capacity of the hospitals.
 - e) To ensure adequate stock of medicines, stores, consumables, and other medical tools and equipments.
 - f) To ensure proper functioning of the media cell.
 - g) To provide required support to Hospital Administration i.e. Dean / MS / MD in issues related to day-to-day functioning such as maintenance of hospital hygiene, minor repairs, supply of quality food items in hospital canteens and resolution of the issues of staff etc.
 - h) To manage the data related to COVID-19 such as of testing, bed occupancy & availability, mortuary management, etc and its prompt and correct communication to Health & Family Welfare Department, GNCTD as per the directions / protocol issued by the department.
 - i) To manage the speedy disposal of dead bodies to ensure that no piling up takes place at the hospital mortuary.
 - j) To ensure seamless coordination with the authorities concerned at crematoria / burial grounds for dignified funeral rites as per the protocol prescribed by H&FW Department in this regard.
 - k) To co-ordinate for availing additional support from voluntary organizations for the hospitalized COVID patients.

Secretary (H&FW), GNCTD shall guide, monitor and supervise the functioning of these officers for aforesaid purpose.



(Vijay Dev)
Chief Secretary, Delhi

Copy for necessary compliance to:

1. Secretary (H&FW), GNCTD.
2. All officers concerned.

Copy for information to:-

15. Pr. Secretary to Hon'ble Lt. Governor, Delhi.
16. Addl. Secretary to Hon'ble Chief Minister, Delhi.
17. Secretary to Hon'ble Dy. Chief Minister, Delhi.
18. Secretary to Hon'ble Health Minister, Delhi.
19. Secretary to Hon'ble Labour Minister, Delhi.
20. Secretary to Hon'ble Transport Minister, Delhi.
21. Secretary to Hon'ble Social Welfare Minister, Delhi.
22. Secretary to Hon'ble Food & Supply Minister, Delhi.
23. Addl. Chief Secretary (Home), Delhi.
24. Pr. Secretary (Revenue)-cum-Divisional Commissioner, GNCTD.
25. All Deans / MSs / MDs of concerned hospitals (through Pr. Secretary, H&FW).
26. System Analyst, O/o Divisional Commissioner, Delhi for uploading the Order on website of Delhi Government.
27. Guard File.