

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES, NEW DELHI**

**OFFICE OF DIRECTOR**

F. No. 40-30/2023-Estt.I

17-08-2023

**OFFICE MEMORANDUM**

**Sub: Appropriate fire safety measures in various areas at AIIMS New Delhi**

Ref. Minutes of the meeting of the Institutional Fire Safety Advisory committee held on 31<sup>st</sup> January 2023 under the Chairmanship of the undersigned (copy attached)

It is desired that an action taken report by the concerned officers be submitted to the office of the undersigned by 31<sup>st</sup> August 2023 along with definitive timelines for any of the works still in progress.

Keeping in view the recent fire incident, it has been decided that a dedicated storage space shall be identified on each floor where backup firefighting equipment, fire proximity suits, smoke ejectors, rescue tools, etc. shall be always kept in a state of readiness to avoid time in fetching the same in case of fire.

**Action: FIC/s - Security & Fire; SE AIIMS; Fire Officer**

Further, it has been brought to the attention of the undersigned that appropriate fire safety measures are not being taken and audited in the storerooms of various departments / units / facilities, etc. on a regular basis. This not only causes a local fire hazard, but is also a threat to the entire AIIMS campus and its occupants viz. patients, visitors, staff, etc. Accordingly, it is directed that all departments / units / facilities etc. shall immediately audit the fire safety measures in their respective storerooms in line with the requirements of the material stored therein and ensure that appropriate systems for fire protection, prevention & suppression are in place and functional. A regular documented re-audit of the same shall be conducted as and when there is a change in the type of material being stored in such storerooms and on a monthly basis. Wherever required, assistance may be taken from Security & Fire Department and Engineering Services to augment the fire safety measures or to determine the appropriateness of the fire safety measures already in place. Should any lapses be detected in the fire safety measures in any of the areas, the administrative in-charge of the said area shall be held responsible for any loss to AIIMS / to any person.



**Prof. M Srinivas**

Director

**Circulation:**

- As above

**Distribution** (with a request to also circulate it to all officials under their control)

1. Dean/s (Academic, Research, Examination)
2. Addl. Director (Admin)
3. Medical Superintendent (AIIMS)
4. Chiefs' of all Centres / Head, NCI Jhajjar
5. Heads' of all Departments
6. Sr. Financial Advisor
7. Deputy Secretary
8. Prof. I/c Computer Facility

**OFFICE OF THE DIRECTOR**  
**ALL INDIA INSTITUTE OF MEDICAL SCIENCES**  
Ansari Nagar, New Delhi-110029

F.No. AIIMS/IPC/2023

Dated: 17<sup>th</sup> February, 2023

**MINUTES**

**Subject: Minutes of the meeting of the Institutional Fire Safety Advisory committee held on 31st January, 2023 at the Directors Committee room.**

The second meeting of the Institutional Fire Safety Advisory Committee was held on dated 31st January, 2023 at 03.00 PM under the chairmanship of the undersigned.

The following members were present in the meeting:

S. No	Name & Department	S. No	Name & Department
01	Dr. M. Srinivas Director	08	Sh. J. K. Saxena, SE, AIIMS
02	Sh. R. K. Agarwal, AD(Admn)	09	Dr. Ananth Naveen, Duty Officer
03	Dr. S. Lalwani, MS, AIIMS	10	Sh. Pradeep Kumar, E.E(Elect)
04	Dr. S.S. Kale PIC (Security)	11	Ms. Nirmal Kain, NS
05	Dr. R. Narang, Cardiology, CTC	12	Ms. Suchita Kumar, NS
06	Dr. Abhinav Kumar, JPNATC	13	Sh. J.S. Chandel, Security Officer
07	Dr. Abdul Hakim APHA(Hosp)	14	Sh. Naresh Kumar Yadav ASO/Fire
		15	Sh. Ashok Kumar Sharma, Fire Consultant

The following points were discussed and decisions were taken: -

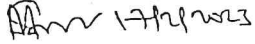
01. **Fire Safety Drill:** It was decided to conduct a Fire mock drill in each shift. A circular has been issued in this regard for conducting a fire safety mock drill in all three shifts.  
Action: Chief of all Centre's/Duty Officers, SE, Fire Officer, Fire Consultant.
02. **Smoke Detection System:** Conventional Smoke Detection System should be changed to Addressable Alarm System. All new buildings equipped with smoke management systems should be connected with MOEFA and the same shall be on auto mode.  
Action: ESD
03. **Third Party Audit:** Third Party Audit is in progress. Sh. Sourabh Jain (Sr. Scientist CBRI) visited the site and further response/estimate is awaited.  
Action: CSO, Fire Officer
04. **High-Risk Area:** The Gas Base system shall be provided on every electric panel. Work is under progress as stated by Executive Engineer. Clean agent Fire Extinguishers have already been provided in some areas.  
Action: - ESD
05. **LPG Cylinder:** -During the visit of officers of DFS, it was noticed that LPG Cylinders are being used in pantries in the patient care area. It was decided by the undersigned that LPG cylinders should be removed and alternate cooking media i.e. PNG(IGL), Induction Cooktop and Chapatti Maker (Roti Maker) shall be used in patient care areas.  
Action: Chief of all Centre's/Duty Officers, SE, Chief dietitian.



07. **Code Red System:** Code Red Boards and Do's/Don't Boards should also be displayed in various centres/blocks as presented in the Fire Safety Orientation Program, Mock Drills and Lecture/Demonstration in Fire Safety.  
Action: CSO, Fire Officer
07. **Induction Course:** Fire Safety training should be inducted in the program for all newly selected Faculty, Resident Doctors, MBBS Students and newly appointed Nursing Officers and Staff.  
Action: Dean (Acad), Chief of Centers, CNO, Hospital Administration, Fire Officer
08. **Fire Smoke Check Door:** It has already been provided. Some work is in the pipeline. Handles (bar) are required to be repaired/replaced from some of the doors, which are opening from outside.  
Action: ESD
09. **Photo Luminescent Signage (Glow in Dark):** Installation of photoluminescent signage has already been completed in Main Hospital, Emergency Medicine-3, New Private Ward, Old Private Ward, CNC, Dr. BRAIRCH, New RAKOPD. Work is in progress for other areas.  
Action: CSO, Fire Officer, Fire Consultant.
10. **Extension of Service for Fire Consultant:** It was decided by the undersigned that the services of Mr. Ashok Kumar Sharma should be extended.  
Action: CAO, AO (Rect. Cell)
11. **Appointment of Dy. Fire Officer on deputation:** The post has already been advertised by the recruitment cell.  
Action: CAO, AO (Rect. Cell)
12. **Monthly Report:** As decided in the previous meeting the monthly report of fire safety equipments is being submitted to the CSO on regular basis.  
Action: Fire Officer, Fire Consultant.
13. **Digitalization of Record (IRCH/CNC):** It was decided to minimize the risk of any Fire Incident in the basement of CNC and Dr. BRAIRCH. Digitization of records needs to be done as early as possible.  
Action: Chief of CNC and Dr. BRAIRCH, ESD
14. **Pending Fire Safety Certificates (NOC):** 19 Fire Safety certificates out of 32 are in possession. 12 Buildings have applied for renewal and are pending with DFS and 1 Centre (CRHSP, Ballabgarh) is pending due to the non-availability of sanctioned building plans.  
Action: SE, Fire Officer, Fire Consultant
15. **Fire Exit:** It was decided by the undersigned that all Fire Exit/Escapes Routes shall always be cleared without any obstruction.  
Action: Chief of all Centres/ Duty Officers, CSO, Fire Officer, Fire Consultant
16. **Fire Tender:** It was decided that the proposal for procurement of fire tender for AIIMS capacity 3000 Ltrs. to 5000 Ltrs. with all accessories shall be initiated.  
Action: CSO, Fire Officer, Fire Consultant
17. **Fire Proximity Suit:** It was decided that a Fire Proximity Suit with a Fire rating of up to 1500°F (816°C) shall be purchased for every building in sufficient numbers.  
Action: CSO, Fire Officer, Fire Consultant.



18. **Ladders for rescue:** It was decided that 12 feet and 24 feet foldable ladders shall be purchased for Firefighting and Rescue purposes in sufficient numbers for all buildings.  
Action: CSO, Fire Officer, Fire Consultant
19. **Smoke Ejector:** It was also decided that a smoke ejector for each building shall be purchased.  
Action: SE, CSO, Fire Officer, Fire Consultant.
20. **Digital/Biometric locks:** It was decided that doors with biometric locks need to have eye vision (glass panel) of the standard prescribed size, in case of any emergency it could be opened after breaking the glass panel.  
Action: HODs, SE, AIIMS

  
(Prof. M. Srinivas)  
Director

**Distribution:**

- As above