

अखिलभारतीयआयुर्विज्ञानसंस्थान (एम्स), कल्याणी
All India Institute of Medical Sciences (AIIMS), Kalyani
राष्ट्रीयराजमार्गनंबर-34 कनेक्टर, वसंतपुर, सगुना, कल्याणी, पश्चिमबंगाल, 741245
National Highway-34 Connector, Basantapur, Saguna, Kalyani, West Bengal 741245

Annual report

Housekeeping and sanitation section

April 2022 to March 2023

Faculty in charges (additional charge):

Sl. No.	Name of the faculty	Designation	Department
1	Dr. Amit Pal [*]	Assistant Professor	Dept. of Biochemistry
2	Dr. Ipsita Mohapatra [#]	Associate Professor	Dept. of Obstetrics & Gynecology
3	Dr. Samrat Sahoo [^]	Assistant Professor	Dept. of Orthopedics
4	Dr. Ashish Pundhir [#]	Assistant Professor	Dept. of CM & FM

^{*}Housekeeping section committee member since 20 Aug 2020; [#]Housekeeping section committee member since 29 Jan 2022; [^] member since August 2022

Highlights:

“Housekeeping is a support service department in a hospital, which is responsible for cleanliness, maintenance & aesthetic upkeep of patient care areas, public areas and staff areas”. Housekeeping services in a hospital is entrusted with maintaining a hygienic and clean hospital environment conducive to patient care & services comprising of the activities related to cleanliness, maintenance of hospital environment and good sanitation services for keeping premises free from pollution. Housekeeper literally means "keeper of the house". Hospital housekeeping management may be defined as that branch of general management dealing with cleanliness of the hospital, general environmental hygiene, sanitation and disposal of waste using appropriate methods, equipment and manpower.

Objectives of Housekeeping Department: -

- To attain and maintain high standards of cleanliness and general upkeep.
- To train, control and supervise staff under its establishment.
- To ensure safety and security of all staff under its department and to keep superior authorities informed about day-to-day activities.
- Control and issue of cleaning materials and equipment.
- To maintain official records on staffing, cleaning materials and equipment.

Duties: -

- Toilet/corridor/surroundings/roof top/ceiling cleaning and disinfection spray.
- Wipe-out blood and other body fluids and then disinfect the area of contact.
- Check water logging/mosquito breeding/plastic waste littering/weed growth.

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Three Bucket Trolley



Two Bucket trolley

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Indoor Plants

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List of awareness programs organized by Housekeeping section
under the initiative

रोगी के लिए उपचार, परिजनों के लिए शिक्षण
(Treatment for patient, Teaching for kin)

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES
KALYANI**



स्वच्छता कर्म परिकल्पना
स्वच्छता एक्शन प्लान
Swachhta Action Plan



Organizes

रोगीर चिकित्सा, स्वजनदेर शिक्षा
रोगी के लिए उपचार, परिजनों के लिए शिक्षण
Treatment for patient, Teaching for kin

S. no.	Name of the event	Date
1	Awareness program about Dengue/Malaria/Chikungunya	16/09/2022
2	Awareness program about Handwashing & its importance in prevention of diseases	23/09/2022
3	Awareness program about Dengue/Malaria/Chikungunya	07/10/2022
4	Awareness program about Dengue/Malaria/Chikungunya	28/10/2022
5	Awareness program about Dengue/Malaria/Chikungunya	10/11/2022
6	General waste segregation awareness	24/11/2022
7	Awareness program about Handwashing & its importance in prevention of diseases	30/11/2022
8	Awareness program about Dengue/Malaria/Chikungunya	08/12/2022

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9	Awareness program against use of single use plastic	15/12/2022
10	Awareness program about Handwashing & its importance in prevention of diseases	13/01/2023
11	Awareness program about Masks importance in prevention of diseases	24/01/2023
12	General waste segregation awareness	07/02/2023
13	Awareness program against use of single use plastic	15/02/2023
14	General waste segregation awareness	15/03/2023
15	Awareness program about Handwashing & its importance in prevention of diseases	28/03/2023



Prizes were awarded to quiz winners of रोगी के लिए उपचार, परिजनों के लिए शिक्षण

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program

**List of general waste segregation awareness and other miscellaneous
programs organized by Housekeeping section**

S. no.	Name of the event	Date	Total no of programs
1	Awareness program about waste segregation in OPD complex for general public	April 2022 to March 2023	190
2	Swachhata Pakhwada- 2022	01/04/2022 to 15/04/2022	15 days of various activities
3	<i>Nukkad nataks</i>	-	07 <i>Nukkad nataks</i> organized by Housekeeping staff for various sections/departments of AIIMS, Kalyani