



TO

OFFICE OF THE DMO (MS)-CUM-SUPERINTENDENT, DHH, CUTTACK  
Mail Id-[hdtcuttack@gmail.com](mailto:hdtcuttack@gmail.com)



Letter No 533 DMO/Cuttack Dated 04/04/2025.

The Member Secretary

Odisha State Pollution Control Board

Bhubaneswar

Sub: Submission of Annual Report for District Headquarter Hospital, Cuttack


Sir,

With reference to the subject cited above, I am submitting herewith the ANNUAL REPORT (FORM – IV) for the year 2024 i.e. from 01.01.2024 to 31.12.2024 in respect of Biomedical Waste Management of District Headquarter Hospital, Cuttack.

This is for your kind information and necessary action.

Encl: As above

Yours Faithfully

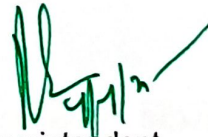
  
DMO (MS)-Cum-Superintendent,

  
DHH Cuttack

Memo No: 534 / Medical, Cuttack Dated 04/04/2025.

Copy forwarded for information and necessary action to:

- 1) Regional Officer, SPCB, Cuttack
- 2) CDM&PHO, Cuttack
- 3) Director of Public Health, Odisha, Bhubaneswar

  
DMO (MS)-Cum-Superintendent,

  
DHH Cuttack

**From –IV  
(See rule 13)  
Annual Report**

[To be submitted to the prescribed authority on or before 30<sup>th</sup> June every year for the period from January to December of the preceding year, by the Occupier of Health Care Facility (HCF) or common bio-medical waste treatment facility (CBWTF)]

Sl. No	Particulars		
1.	Particulars of the Occupier	:	
	(i) Name of the authorized person (occupier or operator of facility)	:	Dr Arun Kumar Sahoo DMO(MS) cum Superintendent, DHH, Cuttack
	(ii) Name of HCF or CBMWTF	:	District Head Quarters Hospital, Cuttack.
	(iii) Address for Correspondence	:	District Head Quarters Hospital, Cuttack. At/Po:- Darghabazar, Dist:- Cuttack, Pin:- 753001
	(i) Address of Facility	:	District Head Quarters Hospital, Cuttack. At/Po:- Darghabazar, Dist:- Cuttack, Pin:- 753001
	(ii) Tel. No. Fax. No.	:	9439990016
	(V) E-mail ID	:	hdtcuttack@gmail.com bmwmdhhcuttack@gmail.com
	(i) URL of Website	:	http://cuttack.dhhodisha.in
	(ii) GPS coordinates of HCF of CBMWTF	:	Yes
	(iii) Ownership of HCF of CBMWTF	:	(State Government of Private or Semi Govt. or any other): State Government
	(iv) Status of Authorization under the Bio-Medical Waste (Management and Handling) Rules.	:	Authorization No. IND-IV-BW-144 Valid up to 31/03/2025
	(v) Status of Consents under Water Act and Air Act.	:	Valid up to: 31/03/2025
2.	Type of Health Care Facility	:	
	(i) Bedded Hospital	:	Yes
	(ii) Non-Bedded Hospital (Clinic or Blood Bank or Clinical Laboratory or Research Institute or Veterinary Hospital or any other)	:	NA
	(iii) License number and its date of expiry.	:	Authorization No. IND-IV-BW-144 Valid up to 31/03/2025
3.	Details if CBMWTF	:	NA
	(i) Number healthcare facilities covered by CBMWTF	:	NA
	(ii) No. of beds covered by CBMWTF	:	NA
	(iii) Installed treatment and disposal capacity of CBMWTF	:	NA
	(iv) Quantity of biomedical waste treated or disposal by CBMWTF	:	NA
4.	Quantity of waste generated or disposed in Kg per annum (on monthly average basis)	:	Yellow category:- 2160.622 kg per annum Red Category:- 2387.788 kg per annum White:- 109.434 kg per annum

			Blue Category:- 1204.089 kg per annum																																																
			General Solid waste:- 598500 kg per annum																																																
5.	Details of the Storage , treatment, transportation, processing and Disposal Facility																																																		
	(i) Details of the on-site storage facility	:	Size :- 450 sq ft																																																
			Capacity:- 450 sq ft																																																
			Provision of on-site storage : (cold storage or any other provision)																																																
	(ii) Disposal Facilities	:	<table border="1"> <thead> <tr> <th>Type of treatment Equipment In</th> <th>No of Units</th> <th>Capacity Kg/day</th> <th>Quantity treated or disposed Kg per Annum</th> </tr> </thead> <tbody> <tr> <td>Incinerators</td> <td>- 0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Plasma Paralysis</td> <td>- 0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Autoclaves(fun)</td> <td>- 0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Microwave</td> <td>- 0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Hydroclave</td> <td>- 0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Shredder( fun)</td> <td>- 0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Needle tip cutter or destroyer</td> <td colspan="3">-32 needle cutter and needle destroyer</td> </tr> <tr> <td>Sharps encapsulation or concrete pit</td> <td>-</td> <td></td> <td></td> </tr> <tr> <td>Deep Burial pits:</td> <td>-</td> <td></td> <td></td> </tr> <tr> <td>Chemical disinfection:</td> <td>-</td> <td></td> <td></td> </tr> <tr> <td>Any other treatment equipment:</td> <td colspan="3">- CBMWTF</td> </tr> </tbody> </table>	Type of treatment Equipment In	No of Units	Capacity Kg/day	Quantity treated or disposed Kg per Annum	Incinerators	- 0	0	0	Plasma Paralysis	- 0	0	0	Autoclaves(fun)	- 0	0	0	Microwave	- 0	0	0	Hydroclave	- 0	0	0	Shredder( fun)	- 0	0	0	Needle tip cutter or destroyer	-32 needle cutter and needle destroyer			Sharps encapsulation or concrete pit	-			Deep Burial pits:	-			Chemical disinfection:	-			Any other treatment equipment:	- CBMWTF		
Type of treatment Equipment In	No of Units	Capacity Kg/day	Quantity treated or disposed Kg per Annum																																																
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Any other treatment equipment:	- CBMWTF																																																		
	(iii) Quantity of recyclable wastes sold to authorize recyclers after treatment in kg per annum.	:	Category (like plastic, glass etc.) Plastics (Red): 2387.788 kg per annum Glass (Blue): 1204.089 kg per annum																																																
	(iv) No of vehicles used for collection and transportation of biomedical waste.	:	1																																																
	(v) Details of incineration ash and ETP sludge generated and disposal during the treatment of wastes in Kg per annum)	:	Quantity Generated Incineration:- 0 Ash:- 0 ETP Sludge:- 0 Where disposal																																																
	(vi) Name of the Common Bio-Medical Waste Treatment Facility Operator through which wastes are disposed of	:	Saniclean Pvt Ltd, Bhubaneswar																																																
	(vii) List of member HCF not handed over bio-medical waste.	:	0																																																
6.	Do you have bio-medical waste management committee? If yes, attach minutes of the meetings held during the reporting period.	:	Yes (Attached)																																																
7.	Detail trainings conducted on BMW	:																																																	

	(i) Number of training conducted on BMW Management.		6 batches
	(ii) Number of personnel trained		228
	(iii) Number of personnel trained at the time of induction		12
	(iv) Number of personnel not had undergone any training so far.		0
	(v) Whether standard manual for training is available?		Yes
	(vi) Any other information)		No
8.	Details of the accident occurred during the year		
	(i) Number of Accidents occurred		1
	(ii) Number of the persons affected		1
	(iii) Remedial Action taken (Please attach details if any)		Attached
	(iv) Any Fatality occurred, details.		NA
9.	Are you meeting the standards of air Pollution from the incinerator? How many times in last year could not meet the standards?		No incinerator
	Details of Continuous online emission monitoring systems installed		NA
10.	Liquid waste generated and treatment methods in place. How many times you have not met the standards in a year.		Low cost waste water treatment
11.	If the disinfection method or sterilization meeting the log 4 standards? How many times you have not met the standards in a year?		NA
12.	Any other relevant information		(Air Pollution Control Device attached with the incinerator.)

Certified that the above report is Annual report for the year 2024(January 2024 to December 2024).

Date: 4.4.25  
Place: DHM, Cuttack

  
Name and Signature of  
the Head of the Institution

## PROCEEDINGS OF BMWM, D.H.H. CUTTACK

**Date: 24.01.2024**

**VENUE: Conference Hall, DHH, Cuttack**

**Time: 1 PM**

The meeting of BMWM was held under the Chairmanship of District Medical officer (Medical service) cum superintendent, Cuttack for the improvement of biomedical waste management at DHH, Cuttack.

The following members were present in the meeting and participated in the following discussion.

### **MEMBERS:-**

The Specialist In-Charge O & G

The Specialist In-Charge Medicine

The Specialist In-Charge Anaesthesia

The Specialist In-Charge Pathology

The Asst. Matron, DHH, Cuttack

All In-charge Nursing Officer, DHH Cuttack

In-charge Kitchen

The Infection Control Officer (Microbiologist)

The Infection control Nurse, DHH, Cuttack

The Supervisors (Housekeeping, Security, BMWM and Laundry Services)

SL NO.	AGENDA	DISCUSSION	RESPONSIBILITY
1	Review of BMWM activities of the Hospital.	The committee reviewed the activities of Biomedical waste management at Hospital and basically focus on the segregation of each & every day for all departments.	DMO (MS) Cum Suptd. Hospital Manager
2	Handhold Training on Biological Spill management according to BMW Rule 2016.	The committee decided that the hospital managers will provide on spot/ handsome training to the staffs and ask frequent questions to the staffs, which is more effective management Biological Spill management of the hospital along with enhance the knowledge of staffs for proper infection control practices.	DMO (MS) Cum Suptd. Hospital Manager
3	BMWM Audit	The committee reviewed the audit reports of Bio- Medical Waste Management of DHH, Cuttack. Instructed to the supervisors to monitor strictly about proper management of segregation of bio-medical waste.	DMO (MS) Cum Suptd. Hospital Manager Infection control Nurse

4	On Spot training on Biomedical waste management	The committee decided that the hospital managers will provide on spot training on Biomedical waste management to the staff during their duty hours.	DMO (MS) Cum Suptd. Hospital Manager Infection control Nurse
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The meeting ended with vote of thanks to the chair

DMO (Medical Service) cum superintendent,  
DHH, Cuttack

Memo No:- 303.

Copy forwarded to the all members of BMW committee for information and necessary action.

Date:- 08.02.2024.

DMO (Medical Service) cum superintendent,  
DHH, Cuttack

# PROCEEDINGS OF BMWM, D.H.H. CUTTACK

**Date:17.02.2024**

**VENUE: Conference Hall, DHH, Cuttack**

**Time: 1 PM**

The meeting of BMWM was held under the Chairmanship of District Medical officer (Medical service) cum superintendent, Cuttack for the improvement of biomedical waste management at DHH, Cuttack.

The following members were present in the meeting and participated in the following discussion.

## **MEMBERS:-**

The Specialist In-Charge O & G

The Specialist In-Charge Medicine

The Specialist In-Charge Anaesthesia

The Specialist In-Charge Pathology

The Asst. Matron, DHH, Cuttack

All In-charge Nursing Officer, DHH Cuttack

In-charge Kitchen

The Infection Control Officer (Microbiologist)

The Infection control Nurse, DHH, Cuttack

The Supervisors (Housekeeping, Security, BMWM and Laundry Services)

SL NO.	AGENDA	DISCUSSION	RESPONSIBILITY
1	Review of BMWM activities of the Hospital.	The committee reviewed the activities of Biomedical waste management at Hospital and basically focus on the segregation of each & every day for all departments.	DMO (MS) Cum Suptd. Hospital Manager
2	Handhold Training on Biological Spill management according to BMW Rule 2016.	The committee decided that the hospital managers will provide on spot/ handsome training to the staffs and ask frequent questions to the staffs, which is more effective management Biological Spill management of the hospital along with enhance the knowledge of staffs for proper infection control practices.	DMO (MS) Cum Suptd. Hospital Manager
3	BMWM Audit	The committee reviewed the audit reports of Bio- Medical Waste Management of DHH, Cuttack. Instructed to the supervisors to monitor strictly about proper management of segregation of bio-medical waste.	DMO (MS) Cum Suptd. Hospital Manager Infection control Nurse

4	On Spot training on Biomedical waste management	The committee decided that the hospital managers will provide on spot training on Biomedical waste management to the staff during their duty hours.	DMO (MS) Cum Suptd. Hospital Manager Infection control Nurse
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The meeting ended with vote of thanks to the chair

DMO (Medical Service) cum superintendent,  
DHH, Cuttack

Memo No:- 526

Date:- 12.03.2024

Copy forwarded to the all members of BMWWM committee for information and necessary action.

DMO (Medical Service) cum superintendent,  
DHH, Cuttack

## PROCEEDINGS OF WASTE MANAGEMENT TEAM MEETING OF. D.H.H. CUTTACK

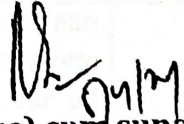
The meeting of the Waste Management Team was held in the office chamber of DMO (MS)-Cum-Superintendent, DHH Cuttack on dt 22/03/2024 at 01.00 PM under the chairmanship of DMO (MS)-Cum-Superintendent, DHH Cuttack.

Members Present: All the members of Waste Management Team, the attendance sheet is attached as Annexure-"A"

At the outset, DMO (MS)-Cum-Superintendent welcome to all the Members. The Hospital Manager read out the proceedings of the last Waste Management Team Meeting held on dated 17/02/2024. After that following discussion were made for improving the quality of the Biomedical Waste Management activities in the hospital.

SL. NO.	AGENDA	DISCUSSION	RESPONSIBILITY
1	Review of BMWM activities of the Hospital.	The committee reviewed the activities of Biomedical waste management at Hospital and basically focus on the segregation of each & every day for all departments.	Asst. Nursing Suptd. Hospital Manager DMO (MS) Cum Suptd.
2	BMWM Audit	The committee reviewed the audit reports of Bio- Medical Waste Management of DHH, Cuttack. Instructed to the ANS, all wards and department incharges to monitor strictly about the segregation of bio-medical waste.	Asst. Nursing Suptd. Hospital Manager DMO (MS) Cum Suptd.

The meeting ended with vote of thanks to the chair

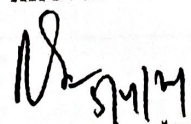
  
DMO (Medical Service) cum superintendent,  
DHH, Cuttack

Memo No:-

720<sup>②</sup>

Date:- 05/04/2024

Copy forwarded to the all members of BMWM committee for information and necessary action.

  
DMO (Medical Service) cum superintendent,  
DHH, Cuttack

# PROCEEDINGS OF WASTE MANAGEMENT TEAM MEETING OF D.H.H. CUTTACK

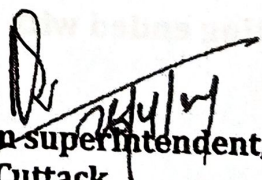
The meeting of the Waste Management Team was held in the office chamber of DMO (MS)-Cum-Superintendent, DHH Cuttack on dt 26/04/2024 at 01.00 PM under the chairmanship of DMO (MS)-Cum-Superintendent, DHH Cuttack.

Members Present: All the members of Waste Management Team, the attendance sheet is attached as Annexure-"A"

At the outset, DMO (MS)-Cum-Superintendent welcome to all the Members. The Hospital Manager read out the proceedings of the last Waste Management Team Meeting held on dated 22/03/2024. After that following discussion were made for improving the quality of the Biomedical Waste Management activities in the hospital.

SL NO.	AGENDA	DISCUSSION	RESPONSIBILITY
1	Biomedical waste management activities of the Hospital.	The committee reviewed the activities of Biomedical waste management at Hospital and also taken the feedback from the respective departments. The committee emphasized for the proper segregation of BMW on each & every day.	Asst. Nursing Suptd. Hospital Manager DMO (MS) Cum Suptd.
2	BMWM Audit	The committee reviewed the audit reports of Bio- Medical Waste Management of DHH, Cuttack. Instructed to the ANS and In Charge of all wards to monitor strictly about the segregation of bio-medical waste.	Asst. Nursing Suptd. Hospital Manager DMO (MS) Cum Suptd.

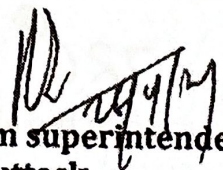
The meeting ended with vote of thanks to the chair

  
DMO (MS) cum superintendent,  
DHH, Cuttack

Memo No:- 1018

Date:- 26-04-24

Copy forwarded to the all members of BMWM committee for information and necessary action.

  
DMO (MS) cum superintendent,  
DHH, Cuttack

## PROCEEDINGS OF WASTE MANAGEMENT TEAM MEETING OF D.H.H. CUTTACK

The meeting of the Waste Management Team was held in the office chamber of DMO (MS)-Cum-Superintendent, DHH Cuttack on dt 17/05/2024 at 01.00 PM under the chairmanship of DMO (MS)-Cum-Superintendent, DHH Cuttack.


Members Present: All the members of Waste Management Team, the attendance sheet is attached as Annexure-"A"

At the outset, DMO (MS)-Cum-Superintendent welcome to all the Members. The Hospital Manager read out the proceedings of the last Waste Management Team Meeting held on dated 26/04/2024. After that following discussion were made for improving the quality of the Biomedical Waste Management activities in the hospital.

SL NO.	AGENDA	DISCUSSION	RESPONSIBILITY
1	Review of BMWM activities of the Hospital.	The committee reviewed the activities of Biomedical waste management at Hospital and basically focus on the segregation of each & every day for all departments.	Asst. Nursing Suptd. Hospital Manager DMO (MS) Cum Suptd.
2	BMWM Audit	The committee reviewed the audit reports of Bio- Medical Waste Management of DHH, Cuttack. Instructed to the ANS, all wards and department in charges to monitor strictly about the segregation of bio-medical waste.	Asst. Nursing Suptd. Hospital Manager DMO (MS) Cum Suptd.
3	Monitor of Sani clean activities	The committee reviewed the Sani clean activities for daily lifting of waste along with using the bar code system for all categories of waste.	Hospital Manager Asst. Nursing Suptd.


4	Applied for the Renewal of Authorization for Biomedical waste.	The committee instructed to keep ready all generation point and along with proper segregation as regional pollution control team will visited for the inspection of the Hospital before providing authorization certificate.	DMO (MS) Cum Suptd. Hospital Manager
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The meeting ended with vote of thanks to the chair

  
DMO (MS) cum superintendent,  
DHH, Cuttack

Memo No:- 1062. Date:- 18.05.2024.

Copy forwarded to the all members of BMWM committee for information and necessary action.

  
DMO (MS) cum superintendent,  
DHH, Cuttack

# PROCEEDINGS OF WASTE MANAGEMENT TEAM MEETING OF D.H.H. CUTTACK

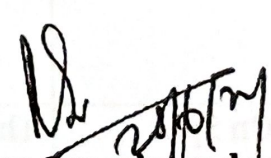
The meeting of the Waste Management Team was held in the office chamber of DMO (MS)-Cum-Superintendent, DHH Cuttack on Dt.19/06/2024 at 01.00 PM under the chairmanship of DMO (MS)-Cum-Superintendent, DHH Cuttack.

Members Present: All the members of Waste Management Team, the attendance sheet is attached as Annexure-"A"

At the outset, DMO (MS)-Cum-Superintendent welcome to all the Members. The Hospital Manager read out the proceedings of the last Waste Management Team Meeting held on dated 17/05/2024. After that following discussion were made for improving the quality of the Biomedical Waste Management activities in the hospital.

SL NO.	AGENDA	DISCUSSION	RESPONSIBILITY
1	Review of BMWM activities of the Hospital.	The committee reviewed the activities of Biomedical waste management at Hospital and basically focus on the segregation of each & every day for all departments.	Asst. Nursing Suptd. Hospital Manager DMO (MS) Cum Suptd.
2	BMWM Audit	The committee reviewed the audit reports of Bio- Medical Waste Management of DHH, Cuttack. Instructed to the ANS, all wards and department incharges to monitor strictly about the segregation of bio-medical waste.	Asst. Nursing Suptd. Hospital Manager DMO (MS) Cum Suptd.
3	On Spot training on Biomedical waste management	The committee decided that the hospital managers will provide on spot training on Biomedical waste management to the staff during their duty hours.	DMO (MS) Cum Suptd. Hospital Manager Infection control Nurse

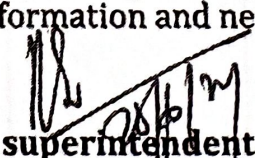
The meeting ended with vote of thanks to the chair.

  
DMO (MS) cum superintendent,  
DHH, Cuttack

Date:- 28.06.2024.

Memo No:- 1266.

Copy forwarded to the all members of BMWM committee for information and necessary action.

  
DMO (MS) cum superintendent,  
DHH, Cuttack

# PROCEEDINGS OF WASTE MANAGEMENT TEAM MEETING OF D.H.H. CUTTACK

The meeting of the Waste Management Team was held in the office chamber of DMO (MS)-Cum-Superintendent, DHH Cuttack on Dt.31/07/2024 at 01.00 PM under the chairmanship of DMO (MS)-Cum-Superintendent, DHH Cuttack.


Members Present: All the members of Waste Management Team, the attendance sheet is attached as Annexure-"A"

At the outset, DMO (MS)-Cum-Superintendent welcome to all the Members. The Hospital Manager read out the proceedings of the last Waste Management Team Meeting held on dated 19/06/2024. After that following discussion were made for improving the quality of the Biomedical Waste Management activities in the hospital.

SL NO.	AGENDA	DISCUSSION	RESPONSIBILITY
1	Review of BMWM activities of the Hospital.	The committee reviewed the activities of Biomedical waste management at Hospital and basically focus on the segregation of each & every day for all departments. The register must be maintained by the I/C Nursing officer of each department. The activities will be monitor daily by the Asst. Nursing Superintendent.	DMO (MS) Cum Suptd. Hospital Manager Asst. Nursing Suptd.
2	BMWM Audit	The committee reviewed the audit reports of Bio- Medical Waste Management of DHH, Cuttack. Instructed to the ANS, all wards and department in charges to monitor strictly about the segregation of bio-medical waste.	DMO (MS) Cum Suptd. Hospital Manager Asst. Nursing Suptd.
3	On Spot training on Biomedical waste management	The committee decided that the hospital managers will provide on spot training on Biomedical waste management to the staff during their duty hours.	Hospital Manager Asst. Nursing Suptd. Infection control Nurse

4	Review and Analysis of hand Hygiene and infection prevention Audit.	The committee reviewed and analysis of Hand Hygiene and infection prevention Audit and necessary action may be taken.	Hospital Manager Asst. Nursing Suptd. Infection Control Nurse
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The meeting ended with vote of thanks to the chair.

  
DMO (MS) cum superintendent,  
DHH, Cuttack

Memo No:- 1469.

Date:- 31-07-2024

Copy forwarded to the all members of BMW committee for information and necessary action.

  
DMO (MS) cum superintendent,  
DHH, Cuttack

# PROCEEDINGS OF WASTE MANAGEMENT TEAM MEETING OF D.H.H. CUTTACK

The meeting of the Waste Management Team was held in the office chamber of DMO (MS)-Cum-Superintendent, DHH Cuttack on Dt. 29.08.2024 at 01.00 PM under the chairmanship of DMO (MS)-Cum-Superintendent, DHH Cuttack.

Members Present: All the members of Waste Management Team, the attendance sheet is attached as Annexure-"A"

At the outset, DMO (MS)-Cum-Superintendent welcome to all the Members. The Hospital Manager read out the proceedings of the last Waste Management Team Meeting held on dated 31/07/2024. After that following discussion were made for improving the quality of the Biomedical Waste Management activities in the hospital.

SL NO.	AGENDA	DISCUSSION	RESPONSIBILITY
1	Review of BMWM activities of the Hospital.	The committee reviewed the activities of Biomedical waste management at Hospital and basically focus on the segregation of each & every day for all departments. The register must be maintained by the I/C Nursing officer of each department. The activities will be monitor daily by the Asst. Nursing Superintendent.	DMO (MS) Cum Suptd. Hospital Manager Asst. Nursing Suptd.
2	BMWM Audit	The committee reviewed the audit reports of Bio- Medical Waste Management of DHH, Cuttack. Instructed to the ANS, all wards and department in charges to monitor strictly about the segregation of bio-medical waste.	DMO (MS) Cum Suptd. Hospital Manager Asst. Nursing Suptd.
3	Review and Analysis of hand Hygiene and infection prevention Audit.	The committee reviewed and analysis of Hand Hygiene and infection prevention Audit and necessary action may be taken.	Hospital Manager Asst. Nursing Suptd. Infection Control Nurse

The meeting ended with vote of thanks to the chair.

DMO (MS) cum superintendent,  
DHH, Cuttack

Memo No:-

1652

Date:- 29.08.2024

Copy forwarded to the all members of BMWM committee for information and necessary action.

DMO (MS) cum superintendent,  
DHH, Cuttack

# PROCEEDINGS OF WASTE MANAGEMENT TEAM MEETING OF D.H.H. CUTTACK

The meeting of the Waste Management Team was held in the office chamber of DMO (MS)-Cum-Superintendent, DHH Cuttack on Dt. 26.09.2024 at 01.00 PM under the chairmanship of DMO (MS)-Cum-Superintendent, DHH Cuttack.

Members Present: All the members of Waste Management Team, the attendance sheet is attached as Annexure-"A"

At the outset, DMO (MS)-Cum-Superintendent welcome to all the Members. The Hospital Manager read out the proceedings of the last Waste Management Team Meeting held on dated 29/08/2024. After that following discussion were made for improving the quality of the Biomedical Waste Management activities in the hospital.

SL NO.	AGENDA	DISCUSSION	RESPONSIBILITY
1	Review of BMWM activities of the Hospital.	The committee reviewed the activities of Biomedical waste management at Hospital and basically focus on the segregation of each & every day for all departments. The activities will be monitor daily by the BMWM Supervisors and Asst. Nursing Superintendent.	DMO (MS) Cum Suptd. Hospital Manager Asst. Nursing Suptd.
2	BMWM Audit	The committee reviewed the audit reports of Bio- Medical Waste Management of DHH, Cuttack.	DMO (MS) Cum Suptd. Hospital Manager Asst. Nursing Suptd.
3	Review and Analysis of hand Hygiene and infection prevention Audit.	The committee reviewed and analysis of Hand Hygiene and infection prevention Audit and necessary action may be taken.	Hospital Manager Asst. Nursing Suptd. Infection Control Nurse

The meeting ended with vote of thanks to the chair.

DMO (MS) cum superintendent,  
DHH, Cuttack

Memo No:-

1819.

Date:- 26.09.2024

Copy forwarded to the all members of BMWM committee for information and necessary action.

DMO (MS) cum superintendent,  
DHH, Cuttack

# PROCEEDINGS OF WASTE MANAGEMENT TEAM MEETING OF D.H.H. CUTTACK

The meeting of the Waste Management Team was held in the office chamber of DMO (MS)-Cum-Superintendent, DHH Cuttack on Dt. 29.10.2024 at 01.00 PM under the chairmanship of DMO (MS)-Cum-Superintendent, DHH Cuttack.

Members Present: All the members of Waste Management Team, the attendance sheet is attached as Annexure-"A"

At the outset, DMO (MS)-Cum-Superintendent welcome to all the Members. The Hospital Manager read out the proceedings of the last Waste Management Team Meeting held on dated 26/09/2024. After that following discussion were made for improving the quality of the Biomedical Waste Management activities in the hospital.

SL NO.	AGENDA	DISCUSSION	RESPONSIBILITY
1	Review of BMWM activities of the Hospital.	The committee reviewed the activities of Biomedical waste management at Hospital and basically focus on the segregation of each & every day for all departments. The activities will be monitor daily by the BMWM Supervisors and Asst. Nursing Superintendent.	DMO (MS) Cum Suptd. Hospital Manager Asst. Nursing Suptd.
2	BMWM Audit	The committee reviewed the audit reports of Bio- Medical Waste Management of DHH, Cuttack.	DMO (MS) Cum Suptd. Hospital Manager Asst. Nursing Suptd.
3	Review and Analysis of hand Hygiene and infection prevention Audit.	The committee reviewed and analysis of Hand Hygiene and infection prevention Audit and necessary action may be taken.	Hospital Manager Asst. Nursing Suptd. Infection Control Nurse
4	Repair of room for Storing of BMWM waste	The committee decided to repair the BMWM storing room and recolouration need to do for proper management of the biomedical waste.	DMO (MS) Cum Suptd. Hospital Manager

The meeting ended with vote of thanks to the chair.

Memo No:- 2001.

Copy forwarded to the all members of BMWM committee for information and necessary action.

DMO (MS) cum superintendent,  
DHH, Cuttack

Date:- 29.10.2024

DMO (MS) cum superintendent,  
DHH, Cuttack

## PROCEEDINGS OF WASTE MANAGEMENT TEAM MEETING OF D.H.H. CUTTACK

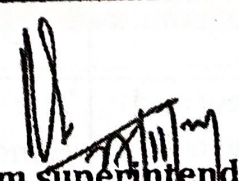
The meeting of the Waste Management Team was held in the office chamber of DMO (MS)-Cum-Superintendent, DHH Cuttack on Dt.27.11.2024 at 01.00 PM under the chairmanship of DMO (MS)-Cum-Superintendent, DHH Cuttack.

Members Present: All the members of Waste Management Team, the attendance sheet is attached as Annexure-"A"

At the outset, DMO (MS)-Cum-Superintendent welcome to all the Members. The Hospital Manager read out the proceedings of the last Waste Management Team Meeting held on dated 29.10.2024. After that following discussion were made for improving the quality of the Biomedical Waste Management activities in the hospital.

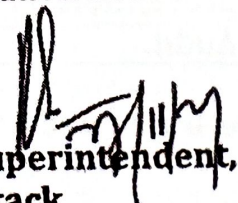
SL NO.	AGENDA	DISCUSSION	RESPONSIBILITY
1	Review of BMWM activities of the Hospital.	The committee reviewed and instructed to all departmental I/Cs to monitor the activities of Biomedical waste management at Hospital and basically focus on the segregation of each & every day for all departments.	DMO (MS) Cum Suptd. Hospital Manager Asst. Nursing Suptd.
2	BMWM Audit	The committee reviewed the audit reports of Bio- Medical Waste Management of DHH, Cuttack. The committee instructed for proper segregation of BMWM at Hospital.	DMO (MS) Cum Suptd. Hospital Manager
3	Review and Analysis of hand Hygiene and infection prevention Audit.	The committee reviewed and analysis of Hand Hygiene and infection prevention Audit and necessary action may be taken. The committee instructed to give hands on training on Hand hygiene of the staffs.	Hospital Manager Asst. Nursing Suptd. Infection Control Nurse

The meeting ended with vote of thanks to the chair.

  
DMO (MS) cum superintendent,  
DHH, Cuttack  
Date:- 27-11-2024

Memo No:- 2190 .

Copy forwarded to the all members of BMWM committee for information and necessary action.

  
DMO (MS) cum superintendent,  
DHH, Cuttack  
27/11/24

# PROCEEDINGS OF WASTE MANAGEMENT TEAM MEETING OF D.H.H. CUTTACK

The meeting of the Waste Management Team was held in the office chamber of DMO (MS)-Cum-Superintendent, DHH Cuttack on Dt 19/12/2024 at 01.00 PM under the chairmanship of DMO (MS)-Cum-Superintendent, DHH Cuttack.

Members Present: All the members of Waste Management Team, the attendance sheet is attached as Annexure-"A"

At the outset, DMO (MS)-Cum-Superintendent welcome to all the Members. The Hospital Manager read out the proceedings of the last Waste Management Team Meeting held on dated 27/11/2024. After that following discussion were made for improving the quality of the Biomedical Waste Management activities in the hospital.

SL NO.	AGENDA	DISCUSSION	RESPONSIBILITY
1	Review of BMWM activities of the Hospital.	The committee reviewed the activities of Biomedical waste management at Hospital and basically focus on the segregation of each & every day for all departments. The register must be maintained by the I/C Nursing officer of each department.	DMO (MS) Cum Suptd. Hospital Manager Asst. Nursing Suptd.
2	BMWM Audit	The committee reviewed the audit reports of Bio- Medical Waste Management of DHH, Cuttack.	DMO (MS) Cum Suptd. Hospital Manager Asst. Nursing Suptd.
3	On Spot training on Biomedical waste management	The committee decided that the hospital managers will provide on spot training on Biomedical waste management to the staff during their duty hours.	Hospital Manager Asst. Nursing Suptd. Infection control Nurse
4	Review and Analysis of hand Hygiene and infection prevention Audit.	The committee reviewed and analysis of Hand Hygiene and infection prevention Audit and necessary action may be taken.	Hospital Manager Asst. Nursing Suptd. Infection Control Nurse

The meeting ended with vote of thanks to the chair.

Memo No:-

2355

Copy forwarded to the all members of BMWM committee for information and necessary action.

DMO (MS) cum superintendent,

DHH, Cuttack

Date: 19.12.2024

DMO (MS) cum superintendent,

DHH, Cuttack



## NEEDLE STICK INJURY REPORTING FORM

Name of Health Care Worker (HCW): Annapurna Jena Age: 53 yr Sex: Female  
 Designation: Senior Nursing Officer Mobile No.: 9337598870  
 Name of the Department & Unit: I. D Ward  
 Date and Time of Needle Stick/Sharp Injury: 4.7.24 / 12.30 pm  
 Date and Time of Reporting to concerned RMO/ Casualty: 4.7.24 / 12.30 pm  
 Place where incident occurred: I. D Ward

## Section A: Injury Details

S.No.	Details	Response
1	Site	<u>Right hand middle finger</u>
2	Nature of Injury	<input checked="" type="checkbox"/> Needle Prick / Sharp Cut / Lacerations / Splash of Fluids / Splattered Glass / Others (Please specify) *
3	Type of Exposure	i. Mucous Membranes or skin with integrity compromise <input checked="" type="checkbox"/> ii. Intact skin <input type="checkbox"/> iii. Percutaneous exposure <input type="checkbox"/>
1.	Severity of Exposure	i. Mucous membrane - Few drops, small duration <input checked="" type="checkbox"/> ii. Mucous membrane - Major blood splash and/or duration of several minutes <input type="checkbox"/> iii. Percutaneous less severe/scratch/solid needle <input type="checkbox"/> iv. Percutaneous more severe/used needle, visible blood on device <input type="checkbox"/>

## Section B: Source Information:

S.No.	Source Information	Response
1	Was the source patient identifiable	1. Yes <input checked="" type="checkbox"/> 2. No <input type="checkbox"/> 3. Unknown <input type="checkbox"/> 4. Not applicable <input type="checkbox"/>
2	If identifiable whether the source is a known case of	1. HIV <input type="checkbox"/> HBV <input type="checkbox"/> HCV <input type="checkbox"/> 2. Negative for all 3 <input checked="" type="checkbox"/> 3. Unknown <input type="checkbox"/>

## Section C: Action Taken

S.No.	Description	Response
1	Details of First Aid Given:	<u>1st Aid Given</u>
	First dose of ART taken	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
2	History of Hepatitis B vaccination	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If Hepatitis B Vaccination taken Date and Time of Vaccination: <u>28.7.22, 29.8.22, 28.12.22</u>
3	Whether Hepatitis B vaccine taken after exposure	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If Hepatitis B vaccine taken after exposure Date and Time of this Vaccination: _____
4	Event reported to:	Name: <u>Dr. A.K. Sahoo</u> Designation: <u>DMO (MS) - Cum - Secy</u>
5	Report submitted by:	Name: <u>Annapurna Mohapatra</u> Designation: <u>Asst. Nursing Officer</u> Signature: <u>B. Mohapatra</u>

4/7/24  
 DMO (MS) - Cum - Superintendent  
 N H H Cuttack