

Minutes of ISBTI Governing Body Meeting held at Hotel Crown Plaza Rohini ,Delhi on 24thSeptember, 2015 at 7 PM

Pre- Conference Governing Body Meeting of ISBTI was held on 24<sup>th</sup> September, 2015 at Hotel Crown Plaza Rohini Delhi at 7 PM which was attended by the following :

1. Dr Yudhbir Singh President ISBTI
2. Mr Raj Kumar Dy Pre sident (Motivation) ISBTI
3. Mr Satish kumar Dy President (Technical) ISBTI
4. Dr T. R. Raina Secretary General ISBTI
5. Dr Sangeeta Pathak Tresurer ISBTI
6. Dr Ved Gupta Chairperson Rajasthan chapter
7. Mr Bubhnesht Gupta Secretary Rajasthan Chapter
8. Dr Zazdi Italia Chairperson South west Zonal Council
9. Dr Rimpreet Joint Secretary ISBTI
10. Mr Anil Padha Chairman J&K Chapter
- 10.Dr Manvir Singh Astt treasurer ISBTI
- 11.Dr Sadhna Magwan Special Invitee
- 12.Dr PK Paliwal Special Invitee

At the outset Dr. Yudhvir Singh, President ISBTI thanked the Governing Body Members and asked Dr. T.R. Raina Secretary General to initiate the proceedings of the meeting. Dr.T.R. Raina Secretary General expressed his sincere thanks to the members and started with the agenda items:

### **Agenda Item No. 1**

#### **Approval of the last Governing Meeting held at Patiala on 16<sup>th</sup> October, 2015**

Each agenda point of last Governing Body Meeting held at Patiala on 16<sup>th</sup> October.2014 read by Dr Raina was deliberated

in detail by the members and approved unanimously except the following observations :

#### **a/Registration with National Foundation CSR & IICA**

Dr Yudhbir Singh President ISBTI explained the details of the registration with the National Foundation CSR & IICA. He said that under the CSR, four Projects have been submitted to the ONGC, Power Grid Corporation of India & Indian Oil Corporation. He further said that though it is very difficult to get the projects sanctioned from these CPSUs but still we are trying to achieve our goal. He also suggested that Dr Jitindera Singh Hon'ble MOS in PM Office is inaugurating this conference the next day and we should request him to help us in getting the financial support from these CPSUs for the implementation of these projects in his constituency in Jammu & Kashmir. He requested Dr Raina to be in contact with him and seek his help in getting the proposals sanctioned for J&K State.

#### **Agenda Item No. 2**

##### **Amendments in the Constitution**

Dr Raina said that in order to make the functioning of ISBTI more transparent and to achieve its goals , there is an urgent need for the amendments in the constitution and for this a committee under the chairmanship of Dr Kulbir kour with Dr Ravneet Kour, Mr Satish Kumar & Mr Raj Kumar was constituted during the Governing Body Meeting held on 18.08.2013 at Delhi but no progress has been made till date. The President requested the members to give their suggestions in this regard so that the required amendments in the constitution may be carried out after the approval of the AGM. Dr Raina suggested that a special meeting may be convened one day prior to the next Governing Body Meeting and all aspects of amendments including suggestions from the

members be deliberated at length and a concise note be prepared for the final approval of the AGM.

### **Agenda Item No.3**

#### **Exploring the ideas for generating the funds for the smooth functioning of ISBTI at the National & State level**

Dr Yudhbir Singh President proposed the idea that if each member of the Governing Body willingly contributes a minimum of 1% of his/her income towards the day today functioning of ISBTI ,it can help a lot in overcoming the financial need of the body. Mr Satish Kumar Dy President Technical disapproved this idea saying that instead we should organise the charity shows like Tambola etc which can fetch good amount of money. Dr Raina suggested that even we can invite some prominent singers of national repute or film industry personalities for organising the special charity shows.

### **Agenda Item No. 4**

#### **Functioning of State Chapters and Zonal Councils**

The president and the Secretary General emphasized that State Chapters and Zonal Councils should be activated and made functional for which any sort of help or guidance can be extended from the Central body. All the members were requested to take the required steps in this regard. Dr Raina informed the members that two new State Chapters for HP& Rajasthan have been formed and election for two State Chapters J&K & Gujarat States have been conducted as per the constitution and new bodies have taken over. The President desired that we should constitute ISBTI Chapter for Chatisgarh state for which he requested the members to take necessary steps at their individual level.

### **Agenda item No. 5**

#### **Separate Chapters for AP & Telangana**

Mr Satish Kumar Dy President informed the members that consequent upon the bifurcation of AP state into two states i.e AP & Telangana ,there is need to constitute two state Chapters one for AP and another for Telangana State. He also proposed that the balance amount available in the account of AP Chapter be divided equally into two for both the states. The proposal was approved unanimously and Secretary General was asked to issue an official letter in this regard.

### **Agenda item No. 6**

#### **Increase in Life Membership fee from Rs 500 to Rs 1000**

Dr Raina said that the fee of Rs 500 for ISBTI life membership is very meagre as compared to other organizations and it should be raised from Rs 500 to Rs 1000. Dr Raina cited the example of Indian Society of Transfusion Medicine (ISTM) the fee for which is Rs 5000/ for life membership. After thorough discussion, it was decided to increase the fee as proposed by Dr Raina but it has to be discussed in the forthcoming AGM and approval sought before its implementation. The President asked Dr Raina to include this point in the agenda items for the AGM to be held on 26<sup>th</sup> September, 2015.

### **Agenda item No. 7**

#### **Jai Raktdata Journal on VBD**

Dr Raina informed the members that during the last Governing Body Meeting at Patiala the President has suggested certain changes to be made in the Journal which has not been carried out yet.

Dr Ved Prakash Gupta Chairman and Mr Bhubnesh Gupta Secretary Rajasthan State Chapter offered their services to review and give the final shape to the Journal before the next

Governing Body Meeting. The Voluntary services offered by Dr Gupta & Dr Bhubnesh Gupta in this regard were appreciated by all the members. It was unanimously decided to get the Journal printed in both Hindi and English languages.

#### **Agenda item No. 8**

##### **Audited Balance sheet of Transcon-2014**

The President informed the members that balance sheet of Transcon-2014 and ISBTI have been uploaded on the ISBTI Website. Dr Raina said that there was delay in compiling the Audited Balance sheet of ISBTI as the finalisation of Balance sheet of Transcon-2014 was delayed and was not communicated to the ISBTI HQ, however we could manage to complete it at the last hour. Almost all the members showed their concern that the Audited Balance Sheet is an important document **and** it should be prepared in time and the signed authenticated hard copies should be made available to the members of Governing Body well in advance so that the members could go through the reports and give their valuable suggestions for the transparency in the overall functioning of the society.

#### **Agenda item No. 9**

##### **ISBTI Awards for the for the year 2014-15**

Dr Sangeeta Pathak organising Secretary Transcon2015 informed the members that as per the decision taken during the last Governing Body Meeting held at Patiala, all the nominations received for the various ISBTI Awards were referred to the **Awards Selection Committee** constituted in consultation with the President ISBTI. The committee after thorough deliberations and discussion finalised the nominee for the awards the detail of which was disclosed to the members by Dr Sangeeta Pathak which were approved by the Governing

Body unanimously. Dr Sangeeta Pathak also informed that there were some awards like Dr J.G jolly Award for which no nominations were received. After the deliberations the unanimous decision was taken to carry forward these awards for the next year where two awards for the same category shall be given to the two nominee.

### **Agenda item No. 10**

#### **Request for next National Conference Transcon-2016**

Dr Raina Secretary General informed the members that only one request for organising the next Conference Transcon 2016 was received from ISBTI Maharashtra State Chapter and the Venue of the Conference has been finalised at Bharati Vidhyapeeth University Pune. Dr Purnima Rao, Secretary Maharashtra State Chapter gave the details of the organization of the conference which were appreciated by everybody who unanimously approved the same. The president proposed the organization of Transcon-2017 at Rajasthan, Transcon--2018 for J&K State, Transcon- 2019 for Gujarat State. Mr Raj Kumar Volunteered to organise Transcon -2020 at Tamil Nadu.

### **Agenda item No. 11**

#### **Confirmation of New Membership**

The Forms dully filled for new membership received from different state Chapters were discussed and approved by the Governing Body.

### **Agenda item No. 12**

#### **Any other point with the permission of the chair**

**a/ Resentment by Dr Sangeeta Pathak:** Dr Sangeeta Pathak expressed her annoyance and said that more than 30 Voluntary Donors/Donor Motivators and Camp Organisers have registered themselves for the conference online but have not

deposited the registration fee and they are threatening on phone that they will attend the conference without paying the registration fee. She showed the list of these persons to the president. It was unanimously decided that such persons who have not paid the registration fee shall not be allowed to attend the conference.

**b/ Due respect to the Doctors:** Dr Sangeeta Pathak also said that majority of the Doctors feel ignored by ISBTI and we should appreciate their competence & extend them due respect which was agreed by all the members.

**c/ All India Tour:** Dr Yudhbir Singh proposed that a team of Governing Body Members should visit each and every state of the country and make the people aware about the aims & objectives of ISBTI. He said that in the first phase the team members can visit J&K & HP states.

**d/ Head ISBTI Office at Delhi:** Dr Ved Gupta suggested that we should have a ISBTI Head Office at Delhi the infrastructure for which can be hired or can be purchased depending upon the financial feasibility. All the members appreciated the idea but expressed their inability because of financial involvement.

**e/ Creation of ISBTI Flag/ Torch:** Mr Satish Kumar gave suggestions that we should create some sort of Flag/Torch like in Olympics which can be handed over to the organiser of the next conference either during the inauguration or the Valedictory function which was appreciated by all the members. The President authorised Mr Satish Kumar to work on this suggestion so that we can start this system during the Transcon-2016

**F/ selection of Research Papers in AJTS Journal:** Dr Sangeeta Pathak and Dr Sadhna said that it is unfortunate that in most of the issues of ISBTI Journal AJTS preference is being given to a

particular section of the doctors who are affiliated with PGI Chandigarh and the articles of Authors from other states especially from Delhi are ignored and their articles are rejected straightaway. The President and Secretary General assured the members that the issue shall be discussed with Dr Ravneet Kour Editor of the Journal and the practice in reference stopped with immediate effect.

**g/ 50% Share of Tamil Nadu State Chapter:** Mr Raj Kumar Dy President raised the issue of pending 50 % share of Tamil Nadu state Chapter for the last three years for which the president assured him that the issue shall be settled within 15 days.

**h/ Balance between Technical & VBD Sessions:** Few members raised the point that there should be balance between Technical sessions and the sessions on VBD which was agreed upon by all and the President assured the members that in Transcon 2016 this balance shall definitely be maintained  
The meeting ended with the vote of thanks

1. .
2. Dr.Yudhvr also explained to the members of Governing body that the approval of the said Projects is not possible easily and requested Dr. T.R.Raina for seeking help of PMO through Dr. Jatinder Singh.
3. It was unanimously agreed that the said projects could be set up in Jammu-Kathua-Udhampur to invite the attention of MP Dr. Jatinder Singh MOS PMO.



4. Dr.Raj Kumar suggested that any ISBTI award should be carried forward to the next year if there is no applicant in the current year, making two awards for the next year in that category decided.
5. Dr. J.g. Jolly award 2014 was deferred for next year as there was no applicant.
6. Dr.Sangeeta Pathak raised the issue of being ignored by the ISBTI National Body and that's why every few sponsors are available to us.
7. Transcons 2016 For Pune-Maharashtra, Transcons 2017 for Rajasthan, 2018 for J&K , Transcons 2019 for Gujarat and 2020 for Tamil Nadu was considered. Yet to be finalized
8. Dr. Satish suggested that some symbol as Torch/Flag should be introduced to be presented to the Host state for the next year Transcon. Either at the opening or closing ceremony.
9. It was considered to constitute a new team for Chhatisgarh
10. Dr.Satish raised the issue of closing the account of chapter of A.P and start two different chapters one at Telangana and other at A.P for which he demanded start up money.
11. Dr. Yudhvir President, agreed for the same and assured Dr. Satish for support.
12. Dr.Sangeeta, Dr. Sadhana and other members raised the issue of scientific Journal of ISBTI and the partiality being done by the editorial Board. It was decided to reconstitute the editorial Board.
13. Dr. Yudhvir asked for initiative to restart "Jai Rakt Data"- Journal in Hindi and English, for which Dr. V.P.Gupta and Mr.Bhuvnesh Gupta of ISBTI Rajasthan chapter agreed to take up the assignment.

14. Discussion were held to raise funds of ISBTI which included, charity showers, Film shows, 1% salary/ Income Contribution etc.
15. ISBTI Membership fee raised from Rs.500/- to Rs.1000/- constitution.
16. Mr. Raj Kumar Dy President ISBTI raised the issue of pending 50% share of T.N. Membership fee for the last three years. President issued to settle within 15 days.
17. Dr. Ved Parkash Gupta suggested to ISBTI guest House.
18. Members were of the opinion to Balance the Technical Sessions and VBD Sessions during the Transcon.
19. It was decided to invite More and more doctors and rope in them on members.
20. President proposed for All India Tour to explore possibilities to which Mr. Anil Padha Chairman J&K Chapter suggested that the existing caption be requested to constant their neighbouring states.
21. GB Members expressed their anguish for non completion of audited Balance Sheets of ISBTI for the last over two to three years.
22. President explained the reason reg. delay in the audit Balance sheets and assured the G.B. Members for necessary action at the earliest.

At the out set Dr Yudhbir Singh President of ISBTI welcomed all the members present and asked Dr T. R. Raina Secretary General to initiate the proceedings of the meeting. Dr Raina thanked all the members present and started the proceedings agendawise.

Minutes of ISBTI Annual Governing Body held at Hotel Crown Plaza Rohini Delhi on 24<sup>th</sup> September, 2015 at 7 PM

Pre- Conference Governing Body Meeting of ISBTI was held on 24<sup>th</sup> September, 2015 at Hotel Crown Plaza Rohini Delhi at 7 PM

1. Dr. Yudhvir welcomed the Members present at Annual General Meeting
2. Dr. T.R.Raina gave the sely's Report
3. New Chapter for Chatisgarh
4. Dr. Manju Tiwari waited to know how to get associated with ISBTI. Dr.Yudhvir asked her to go to the website and enrol new \_\_\_\_\_.
5. Reg. M.P. Chapter at Bhopal to be activated, the President asked Dr.Sharma for necessary action.
6. Dr.Yudhvir Singh requested Dr.Neelam Marwah to activate Chandigarh chapter

7. Mr. Raj Kumar suggested that the annual report should contain state wise detail of members with updated record, which is not happening.
8. Mr. Deepak Sethi from JK Treasure suggested that the list of State wise members attending the Conference/Transcon should be displayed at the venue of Conference.
9. Sardar Dr.BR Bhardwaj raised the fellowship awards to be sponsored. Lot of members reacted to the proposal and nothing was concluded.
10. Dr. Raina announced the name of Dr. Bhardwaj as National CoOrdinator
11. Dr. Sardar Rajedhaksh and Mr. Raj Kumar was asked to extend support for working out. Hi Tech/ Video Conference training Programme for Technicians and Voluntary BloodDonors/Motivators.
12. Dr. Purnima assured for best efforts for Transcon-2016 at Pune.
13. Life Members fee was raised from Rs.500/- to 1000/-
14. Dr. Yudhvir Singh raised the issue of National Blood Policy. Dr.Neelam Marwah celebrated the problems being faced by Blood Banks in implementing the said policy.
15. ISBTI Projects submitted to various org. Needed help from PMO was suggested by Dr.Yudhvir. Dr. Raina was requested to use his good offices.
16. Dr.Mahavir Singh from Haryana raised the issue of equal motivational sessions in the Transcon with scientific sessions.
17. Dr. Raj Kumar Dy. President volunteered himself to update and maintain the communication all the state chapter across the country.



The Director  
Health Services  
Jammu

Sub: Renewal of Registration of M/s Advance Clinical  
Laboratory Mahesh Pura Chowk Jammu

Sir

Kindly find enclosed the following documents in original for the renewal of Registration of Advance Clinical Laboratory situated at Maheshpura Chowk Jammu:-

1. Application form duly filled in original
2. Site Plan of the Laboratory
3. Photocopy of Registration Certificate issued by Supervising Authority, DHS Jammu
4. Photocopy of Registration from Labour department
5. List of Equipments available in the Lab
6. List of manpower along with self attested copies of their qualifications/Technical certificates.
7. Undertaking by the consultant Pathologist (Dr T. R. Raina)
8. Original Treasury challan for Rs.2500/- as fee for renewal of registration
9. Original Treasury challan of Rs.50/- as application fee.
10. Rate list of tests being conducted
11. Income returns for last three years
12. Three photographs of the proprietor

As such you are requested to kindly renew the registration of the above mentioned laboratory and oblige.

Thanking you

Yours faithfully

Dr. T.R. Raina  
Consultant Pathologist  
Advance Clinical Laboratory  
Mahesh Pura Chowk Jammu

**List of manpower along with their Qualifications and Affidavits**

**Available Advance Clinical Laboratory**

<b>S. No.</b>	<b>Name</b>	<b>Designation</b>
<b>1</b> <b>MD Path</b>	<b>Dr T. R. Raina</b>	<b>Consultant Pathologist</b>
<b>2</b>	<b>Mr Aamir Khan</b>	<b>Laboratory Asstt</b>
<b>3</b>	<b>Mr Ranjeet Singh</b>	<b>Laboratory Asstt</b>
<b>4</b> <b>Time)</b>	<b>Suraj Prakash Raina</b>	<b>Laboratory Asstt ( Part</b>
<b>5</b>	<b>Raj Kumar</b>	<b>Lab Attendent</b>