

UPGRADATION OF CHEMICAL LABORATORY AT KHARAR

| SN | Item | Action to be taken | Officer Concerned | Target Date | Remarks |
|-----|--|--|--------------------------|-------------|-------------------------|
| 1 | <i>Supply of Chemicals</i> | | | | |
| 1.1 | Chemicals which were on rate contract and orders have been placed | The orders for Rs. 12.79 lakhs worth of chemical were placed and the supply has been received on 13/11/2009. | | | Settled |
| 1.2 | Chemicals on rate contract for which orders have to be placed. | Orders for Rs.2.43 lakh have been placed on 17/11/2009 and supply is yet to be received. | DHS/Deputy Director (SP) | 10/12/2009 | Settled |
| 1.3 | Chemicals for which tenders are to be invited. | Tenders for supply of chemicals for Rs. 4.50 lakh are to be invited. Matter has been referred to COS on 13/11/2009 for NOC and then after tenders will be given in the newspapers. | DHS/DD (SP) | 15/12/09 | Tenders are in progress |
| 2 | <i>Glass Ware</i> | | | | |
| 2.1 | Glass wares which were on rate contract and orders have been placed. | Orders for purchase of glass ware for Rs. 54000 were placed on 28/10/2009 and the supply has been received on 14/11/2009. No more glass ware is required. | DHS/Deputy Director (SP) | | Settled |
| 3 | <i>Equipment</i> | | | | |
| 3.1 | Microscope | Order for purchase of 1 microscope was placed on 30/10/2009 and its supply may be expedited | DHS/Deputy Director (SP) | 30/11/2009 | Settled |

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| 3.2 | Other equipments through rate contract | Orders for purchase of equipment worth 11.11 lakh have been approved by Govt on 11/11/2009 and DHS has placed the orders on 26/11/2009. It would be received within one month. List of equipment is enclosed herewith. | DD (SP) | 31-12-09 | Supply awaited |
| 3.3 | Equipment through tenders | Equipment worth Rs. 15 lakh is to be purchased through tenders and the case has been referred to COS for NOC on 13/11/2009. List of equipment is enclosed herewith. | DD (SP) | 31-12-09 | Tenders are in progress |
| 3.4 | Gaschromotography with mask spectro photo metry | DHS may kindly consult the expert and put up a proposal for purchase of this equipment and its utility. | DHS/USH | 05/12/2009 | Case is in HB 6. Follow up. |
| 4 | <i>Filling up of vacant posts</i> | | | | |
| 4.1 | Assistant Chemical Examiner (Non Medical) - to be filled up by promotion from Analysts. | DPC for promotion has been fixed on 30/11/2009. | | | Settled.Joined |
| 4.2 | Senior Lab Technician - 1 post | Post has been filled up. | | | Settled. |
| 4.3 | Analysts - 1 post is vacant. | Out of 10 posts, 9 posts have been filled up and for the remaining 1 post advertisement has already appeared in the newspapers on 15/11/2009. It would be filled up by 15/12/2009. | DHS | 15/12/2009 | Settled. |

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| 4.4 | Medical Lab. Technician - 2 MLTs would be provided for the excise portion of the laboratory. | Out of 11 posts, 12 have been posted. DHS to transfer out 2 MLT Grade I and post 1 more MLT Grade II so that against 11 posts, 11 would be filled up. | DHS | 29/10/2009 | Settled. |
| 4.5 | Lab Attendants | There are 10 posts against which 3 have been posted. Chemical Examiner says that 3 more may be posted. DHS to fill up these 3 posts. | DHS | 30/11/2009 | Settled. |
| 4.6 | Class IV - 6 are required for chemical lab and 7 for the excise lab. | Against 15 posts of class IV, 15 class IV have been provided. | | | Settled. |
| 4.7 | Sweeper | 1 post of sweeper is to be filled up. | DHS | 30/11/2009 | Settled. |
| 5 | Additional Post - 4 each for Computer Operator and Security Guards | The case for sanction of 4 additional posts each of Computer Operators and Security Guard is to be sent to Finance Department. USH may kindly put up a proposal by 27/11/2009. | USH | 27/11/2009 | Settled. |
| 6 | Purchase of Computer | 3 computers to be purchased. 2 computers and 1 printer have been made available. 1 computer and 2 printers are yet to be made available. DHS may kindly ensure supply by 5/12/2009. | DHS | 05/12/2009 | DHFW will send within 2-3 days |

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| 7 | Budget - Chemical Examiner asked for about Rs. 1.25 lac for office expenses for a year. | FD has raised some queries. USH may kindly reply back. | USH | 30/11/2009 | Settled. |
| 8 | Transfer of posts - The posts of excise lab at Amritsar are to be tranferred at Kharar. | The case was sent to FD on 22/09/09. It may kindly be pursued. | USH | 05/12/2009 | Settled. |
| 10 | Civil Works | The file for Rs. 7.35 lakh has come back with some queries from Finance Department. It may kindly be put up. | USH | 30/11/2009 | Sanction issued |
| 11 | New Equipment | A committee has been constituted comprising of health officers and they may kindly advise us about the purchase of new equipments which could facilitate the working of the lab. | DHS | 10/12/2009 | 4 Equipments recommended. Case of Budget will be sent by HB-6 Branch to FD |
| 12 | Computerization | A meeting was held by PSHFW with PEC on 23/11/2009. They have deputed a team of 2 engineers and they would submit a proposal in a week's time. | Chemical Examiner/ Prof. Dhawan, PEC | 05/12/2009 | Pursue PEC by Public Analyst, Lab, Sector 11 |