



**KERALA HEALTH RESEARCH & WELFARE SOCIETY**  
(An Institution fully owned by the Government of Kerala)

**Registered Office :**

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## **Invitation for competitive offers for the preparation of revised Special Rules and Staff Pattern (Restructuring) of KHRWS**

Kerala Health Research and Welfare Society (KHRWS) is a society registered under Travancore Cochin Literary Scientific and Charitable Societies Registration ACT 1955. The society is running on non profit no loss basis for rendering better facilities to the patients in the Govt.Hospital on behalf of Government of Kerala.

### **AIM**

The predominant aim of Kerala Health Research and Welfare Society is to provide facilities for patient care, research, proper and perfect attention to the sick and disabled in down trodden sections of the society. The society has been formed for the actual fulfillment of this aim.

### **Objectives**

- (i) To associate with the Government of Kerala for rendering better facilities to the patients in the Government Hospitals
- (ii) To construct and to arrange for the construction of adequate number of buildings for the residence and treatment of patients in the hospitals of the State with the help of institution finance and also contributions and loans from the Government of Kerala and from other sources;
- (iii) To arrange for the proper up-keep and allotment of paywards so constructed to deserving patients;
- (iv) To arrange for the proper accounting of the receipts from the paywards and utilizing the same for repayment of loans taken and the surplus, if any towards the general welfare of the patients in the hospitals in the State of Kerala;
- (v) To arrange for research regarding the social and economic conditions of the patients;

- (vi) To assist by providing work or otherwise for the rehabilitation of discharged patients and the physically disabled and mentally retarded persons;
- (vii) To collect, co-ordinate and disseminate medical, scientific or other knowledge, data, statistic and information regarding patients in Government hospitals and also to print, publish and circulate brochures, pamphlets, charts etc., regarding the same'
- (viii) To entrust the affairs of the society to a Governing Body constituted according to rules;
- (ix) To acquire and hold immovable property, to raise funds by loans and contributions and spend the funds according to rules;

**Establishment under KHRWS**

1. Paywards -across the state in 6 Community Health Centre, 20 Taluk Head Quarters Hospitals,40 Govt.Hospitals, 14 District Hospitals and 5 Medical College Hospitals.
2. ACR Labs at MCH, Thiruvananthapuram, MLA Hostel, Trivandrum, W&C Hospital,Thycaud,Trivandrum, THQ Hospital, Haripad, MCH, Kottayam, MCH Manjeri.MCH Kozhikode and THQ Hospital, Payyannor.
3. Cath Lab and Cath ICU,MCH,Trivandrum
4. Ultrasound Scan-MCH and SAT Hospital,Trivandrum
5. Endoscopy/USS Unit (Gastroenterology),MCH,Trivandrum
6. Echo Unit (Cardiology),MCH,Trivandrum
7. Non-Invasive Cardiac Lab,MCH,Kottayam
8. CT Scan,Manjeri
9. Video Endoscopy/USS Unit (Gastroenterology),MCH,Kozhikode
10. Colour Doppler Unit,MCH,Kozhikode
11. IPP Press,Trivandrum

**Present staff strength and necessity for revising the existing Special Rules**

There is a few staff at the time of the inception of the society. During that period its aim was only to construct adequate number of buildings for the residence and treatment of patient in the Govt. Hospitals. Later its activities have widened. Its realm of activities has widened and this necessitates the creation of new posts and the appointment of employees on daily/contract basis. Due to this, posts such as Cleaners, Cleaning Supervisors, Payward Assistant, Payward Keepers, Lift Operators,

Lift Attenders, Plumbers, Electricians, Attenders, Cashiers, Typist-cum-Cashiers, Lab Technicians, Staff Nurses, Junior Lab Assistant, Assistant Engineer, Electrical and Civil Overseer have been created from time to time for the smooth running of the newly created paywards and other units under KHRWS. But these posts were created without obtaining Government sanction. At present we have about 539 numbers of various categories of employees including Permanent, Contract, Daily and Deputation. In addition to this, we have 80 numbers of trainees in labs. The employees are classified as noted.

1. Permanent employees
2. Contract employees
3. Daily wages employees

Besides officers are posted on deputation from other Government Departments/Companies/Other Establishment as (ordered) by the Government.

KHRWS is presently engaged in the construction and hiring out payward rooms and renders diagnostic and other paid services through various types of Laboratories/Scanning Unit/X-ray unit etc. in Govt. Hospitals and Medical Colleges. But the society has not yet framed a definite staff pattern in respect of these units with different functional nature. Quite obviously the employees presently engaged against various categories are in excess of the posts/categories sanctioned by the Government. Government vide G.O (MS) No.98/2000 H&FWD dated.22.04.2000 have issued orders approving the Special Rules binding on the staff working under KHRWS with prescribed qualifications for each and every post. The existing Special Rules of the society needs to be revised so as to incorporate the posts created after 2000 and to obtain Govt.sanction for these posts.

The 126<sup>th</sup> meeting of Governing Body held on 16.07.2015 discussed the case in detail and considered the necessity of amending the existing Special Rules and modification of the staff pattern framed in 2000. The Governing Body has ordered to entrust the work of preparation of draft Special rules/Staff pattern with a competent consultant after inviting competitive offers. Accordingly the existing staff pattern may be restructured and the work to be entrusted to an outside agency as decided by the 126<sup>th</sup> Governing Body.

Hence EOI is called for (specifying the service charges also) for fixing the staff pattern and for the revision of Special Rules (Recruitment Rules) of KHRWS before 3pm on 13.11.2015. The draft special rules and staff pattern after visiting important realm of activities should be submitted to the undersigned for discussion with in one month from the date of issue of order.

  
**Managing Director**