

No.Z.28015/51/2014-G.I (H) (Pt.)  
Government of India  
Ministry of Health & Family Welfare  
\*\*\*\*\*

Nirman Bhawan, N. Delhi  
Dated the 11<sup>th</sup> January, 2016

ORDER

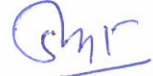
This Ministry has formulated an Award Scheme to encourage the Tertiary care Hospitals/Institutes under this Ministry to maintain highest level of hygiene and sanitation in their Hospitals/Institute. Under this Scheme Rs. 5.00 crore, Rs. 3.00 crore and Rs. 1.00 crore will be given to those Institutes/Hospitals who are declared 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> by a jury constituted under Shri Navreet Singh Kang, Additional Secretary and DG (CGHS), Ministry of Health and Family Welfare.

2. As per the provisions of the Scheme, all the participating Hospitals/Institutes will be evaluated externally by a Team. A copy of the Award Scheme is enclosed at **Annexure-I**.
3. The team is to evaluate as by the score card given in **Annexure II**.
4. In view of the provision of the Scheme, Jury under AS & DG (CGHS) has decided to constitute four teams for the evaluation of the Hospitals/Institutes. The composition of the team and name of the Hospitals/Institutes assigned is enclosed as **Annexure III**.
5. The Terms of Reference of the Team are as follows:
  - (i) To assess the level of sanitation and hygiene maintained in the tertiary care Hospitals/Institutes as assigned to them above and submit their assessment report on the basis of the score card provided with Award Scheme.
6. Criterion of selection would be based on the performance of the facility on the following parameters:
  - (i) Sanitation and hygiene
  - (ii) Infection control.
  - (iii) Hospital Upkeep
  - (iv) Waste Management
  - (v) Hygiene Promotion
  - (vi) Public Participation
6. The TA/DA of the Members will be paid to the Members of the Team as per their eligibility as per the Government rules. In case, any of the above member is not fit in any of the category under Government for payment of TA/DA, he may be allowed to avail TA/DA @ available to the post of Director in the Government of India.

Shr

7. The time period for the external evaluation is from 15<sup>th</sup> January, 2016 to 8<sup>th</sup> February, 2016. The Report of the External Evaluation is to be submitted in sealed cover by the 8<sup>th</sup> February, 2016 positively.

8. This issues with the approval of Additional Secretary and DG (CGHS).



(Sanjay Pant)

Under Secretary to the Govt. of India

Tel: 011-23061521

To,

All Members of the Committee

Copy for Information to:

- (i) PPS to Secretary (HFW)/DGHS/ DG (ICMR)/AS & DG (CGHS)/AS(H)/JS (H)/JS (DP)
- (ii) Shri Alok Shivapuri, Principal, IHM, Pusa, New Delhi – 110012 with respect to their email dated 28.12.2015
- (iii) Dr. Anil Sain, CMO (HA), Dte.GHS, New Delhi
- (iv) Director, NHSRC, New Delhi
- (v) Dr. Rashmi Arora, Scientist 'G' and Head (ECD), ICMR, New Delhi with respect to their letter No.33/2/2011 (V) ECD-I dated 5.1.2016

**Award Scheme under 'KAYA KALP' (Clean Hospital Campaign in Government Hospitals/Institutions under the Ministry of Health and Family Welfare)**

\*\*\*\*\*

**I. Scheme for tertiary care level Hospitals**

- **The Objectives of award scheme to be launched as a national initiative at the CENTRAL LEVEL are as under:**

- ✓ To promote high degree of cleanliness, hygiene and Infection Control Practices in public Health Care Facilities.
- ✓ To incentivize and recognize such public healthcare facilities (central hospitals/institutions) that show exemplary performance in adhering to standard protocols of cleanliness and infection control.
- ✓ To inculcate a culture of ongoing assessment and external review of performance related to hygiene, cleanliness and sanitation in central hospitals/institutions.
- ✓ To create and share sustainable practices related to improved cleanliness in central hospitals/institutions linked to positive health outcomes.

- **Number of Awards**

The number of awards proposed is **THREE** for best in terms of sanitation and cleanliness.

- **Award amount**

- ✓ Based on the set criterion, prize winning Central Hospitals/Institutions will receive a cash award with a citation and a Rolling Trophy.

Level of Facility	Ranked Awards	Certificate of Commendation
The cleanest Central Hospital/Institution	First	Rs. 5.00 crore
	Second	Rs.3.00 crore
	Third	Rs.1.00 crore

- **Criterion of selection**

- ✓ The awards would be distributed based on the performance of the facility on the following parameters.
  - (i) Sanitation and hygiene
  - (ii) Infection control.
  - (iii) Hospital Upkeep
  - (iv) Waste Management
  - (v) Hygiene Promotion
  - (vi) Public Participation
- ✓ Assessment would be done sequentially through a **two tier** system - Internal assessment followed by external assessment by a high level team(s) constituted by the Ministry of Health & Family Welfare.

### Composition of Jury-

- One senior level officer (Not below the rank of **Additional Secretary** - Chairperson (From Ministry of Health & Family Welfare)
- One senior level Medical professional (from the Dte.GHS) - Member (Preferably with Community Medicine/ MHA/ DHA/ CHA qualification)
- One medical professional from any of the leading institutions - Member (Secretarial assistance to Jury to be provided by Ministry)

### Timeline

- ✓ For FY 2015-16 awards Initially, 10 Central Hospitals/Institutions have been identified for the first year, and
- ✓ Subsequently, other Central Institutions/Hospitals/New AIIMS to be included in the scheme in a phased manner.
- ✓

### TIMELINE FOR THE AWARDS DURING THE YEAR 2015-16

Sl. No.	Activity	Timeline
1.	<b>Announcement of the Scheme and informing the Institutions about the details</b>	<b>To be decided shortly</b>
2.	Internal assessment	
3.	Formation of Evaluation Teams	
4.	Inspection of Hospitals /Institutions for External assessment	
5.	Meetings to finalize the score sheets and report by the Evaluation Team of each Hospital	
6.	Final Meeting of all Evaluation Teams to finalize the inspection report and recommendations and Submission of inspection report/recommendation to Ministry	
7.	Processing of inspection reports /recommendations submitted by the Evaluation Teams in the Ministry for acceptance	
8.	High Level meeting headed by Secretary (H&FW),comprising DGHS/Joint Secretary(Hospital) and Joint Secretary concerned shortlisted hospitals/institutions	
9.	Finalization of Awards and approval from Hon'ble Minister	
10.	Announcement of Results	
11.	Conferring Awards to the winning cleanest hospitals/institutions at New Delhi in the national award ceremony	

LIST OF CENTRAL HOSPITALS & INSTITUTES UNDER THE MINISTRY OF  
HEALTH & FAMILY WELFARE

1. DR. RAM MANOHAR LOHIA HOSPITAL & PGIMER, New Delhi
2. SAFDARJUNG HOSPITAL & VMMC, New Delhi
3. LADY HARDINGE MEDICAL COLLEGE(LHMC) KSH & Associated  
Hospitals, New Delhi
4. NATIONAL INSTITUTE OF PULMONARY MEDICINE (LRS TB HOSPITAL),  
New Delhi
5. ALL INDIA INSTITUTE OF MEDICAL SCIENCES, New Delhi
6. JIPMER, Puducherry (Pondicherry)
7. POST GRADUATE INSTITUTE OF MEDICAL EDUCATION & RESEARCH,  
CHANDIGARH
8. NEIGRIHMS, SHILLONG
9. NIMHANS, BANGLURU
10. RIMS, Imphal

*Annexure II*

## Score Card

### Clean Hospital Campaign Award

Reference No.	Criteria	Weightage
<b>A.</b>	<b>Hospital Upkeep</b>	<b>130</b>
A1	Level of Illumination(Lighting) in various areas	10
A2	Linen Management	10
A3	Hospital Appearance – Painting & Whitewashing	10
A4	Landscaping , Gardening & greenery	10
A5	Maintenance of Open Areas and availability of adequate dustbins	10
A6	Infrastructure Maintenance (Roads, sewage, electricity supply with power backup in vital areas, etc)	10
A7	Maintenance of Furniture & Fixture	10
A8	Mechanism for Removal of Junk Material regularly	10
A9	Pest management & stray Animal Control	10
A10	Water Sanitation practices(Safe Drinking Water/Rooftop Tanks)	10
A11	Water conservation practices	10
A12	Availability and adequacy of signage in hospital area	10
A13	Maintenance of <b>administrative offices</b> , doors, floors, windows, Side walls ,records management, etc	20
<b>B.</b>	<b>Sanitation &amp; Hygiene</b>	<b>150</b>
B1.	Cleanliness of Circulation Areas(compound wall outside& Inside)	10
B2	Cleanliness of Wards	20
B3	Cleanliness of Procedure Areas (Labour Room/ OT)	10
B4	Cleanliness of Ambulatory Area (OPD, Emergency, Lab/ ICU/CCU)	10
B5	Cleanliness of Auxiliary Area	10
B6	Cleanliness of Toilets	30
B7	Use of standards materials for Cleaning	10

B8	Use of Standard Methods of Cleaning	10
B9	Application of Mechanized cleaning	10
B10	Monitoring mechanism for Cleanliness Activities	10
A 11	Drainage and Sewage Management	10
A 12	Maintenance of Equipment for Cleaning	10
<b>C.</b>	<b>Hospital Support Services</b>	<b>50</b>
C1	Laundry Services and Linen Management	10
C2	Drinking Water and Sanitation	10
C3	Kitchen Services	10
C4	Security Services	10
C5	Outsource Services Management	10
<b>D.</b>	<b>Waste Management</b>	<b>100</b>
D1	Segregation practices of Biomedical Waste	10
D2	Collection , Storage and Transportation of Bio-medical waste	10
D3	Disposal of Biomedical waste	10
D4	Equipment and Supplies for Bio Medical Waste Management	10
D5	Sharp management	10
D6	General Solid Waste Management	10
D7	Liquid Waste Management	10
D8	Kitchen Waste management	10
D9	Management of hazardous waste(radioactive ,etc)	10
D10	Recycling of Waste & statutory compliances	10
<b>E.</b>	<b>Infection Control</b>	<b>100</b>
E1	Hand Hygiene facilities	10
E2	Personal Protective Equipments	10
E3	Personal Protective Practices	10
E4	Decontamination and Cleaning of Instruments	10
E5	Disinfection & Sterilization of Instruments	10
E6	Spill Management	10
E7	Isolation and Barrier Nursing	10
E8	Infection Control Program and level of sensitization /awareness	10

E9	Hospital Acquired Infection Surveillance	10
E10	Environment Control	10
On the basis of cleaning/infection control Protocols for each sub component exists or not		
<b>F.</b>	<b>Hygiene Promotion</b>	<b>70</b>
F1.	Community Monitoring & Patient Participation	10
F2.	Availability of Information Education and Communication devices/ Material/signage	20
F3.	Leadership & Team work	10
F4.	Training and capacity building	10
F5.	Staff Hygiene and Dress Code	30
<b>G</b>	<b>Feedback Mechanism From Public on cleanliness</b>	<b>50</b>
G1	Mechanism in place to get feedback from public on cleanliness	10
G2	Monitoring mechanism of follow up on such feedback received from public	10
G3	Mechanism to Incentivize sanitation staff showing exemplary devotion to duty	20
G4	Mechanism to respond to public on the feedback received	10
<b>TOTAL</b>		<b>650</b>

- Observation in each sample area to be made in terms of **no litter/no stains/ no dust/ no odour with adequate dustbins in all areas(supported with photographs and video-graphs)**
- Evaluation is to be made by scoring(out of 650) as under:-
  - 1) **Excellent (Very much Satisfied & impressive)-** above 550
  - 2) **Very Good(Satisfied to a great extent) -** above 500 - 550
  - 3) **Good-** above 450 - 500
  - 4) **Average –** above 400 - 450
  - 5) **Poor (Very dissatisfied)** below 400

\*\*\*\*\*



Annexure III

Name of the Team	Name of the Hospitals/Institute to be visited	Composition of the Team
Team I	1. AIIMS, New Delhi 2. Dr. RML Hospital, New Delhi 3. National Institute of Respiratory and Pulmonary Diseases, Mahroli Road, New Delhi	1. Ms. Bindu Sharma, Director, MOHFW, New Delhi ... Convenor 2. Dr. Anil Kumar, Dte.GHS, New Delhi ... Member 3. Mrs. Nimisha Seth, Sr. Faculty ... Member Institute of Hotel Management, Pusa, New Delhi – 110012. 4. Dr. Archana Ayyagari, Former Emeritus Scientist, Indian Council of Medical Research and Former Professor and Head, Department of Microbiology, SGPGI, Lucknow ... Member 5. Dr. Rajni, Adviser, NHSRC, New Delhi ... Member
Team II	1. Safdarjung Hospital, New Delhi 2. PGIMER, Chandigarh 3. LHMC, New Delhi	1. Shri Devesh Deval, Deputy Secretary, MOHFW, New Delhi ... Convenor 2. Dr. U.B.Das, Dte.GHS, New Delhi ... Member 3. Mrs. Shweta Misra, ... Member Sr. Faculty, Institute of Hotel Management, Pusa, New Delhi – 110012. 4. Dr. Anupkumar Anvikar, Scientist E, National Institute of Malaria Research, Dwarka, New Delhi ... Member 5. Dr. J.N.Srivastava, Adviser, NHSRC, New Delhi ... Member
Team III	1. NEIGRIHMS, SHILLONG 2. RIMS, Imphal	1. Limatula Yaden, Director, MOHFW, New Delhi ... Convenor 2. Dr. Swasticharan, CMO, Dte.GHS, New Delhi ... Member 3. Shri Ranjit Chaudhary Principal, ... Member Institute of Hotel Management, 16, Taratala Road, Kolkata – 700088 4. Dr. Shanta Dutta, Scientist G and Director-in-Charge, National Institute of Cholera and Enteric Diseases, Kolkata ... Member 5. Dr. Himanshu Bhushan Adviser, NHSRC, New Delhi ... Member
Team IV	1. JIPMER, Puducherry 2. NIMHANS, Bangaluru	1. Shri Vikas Arya, Director, MOHFW, New Delhi ... Convenor 2. Dr. Reghuram Rao, Dte.GHS, New Delhi ... Member 3. Mr. S. Rajamohan, ... Member Principal, Institute of Hotel Management, CITC Campus, Near Modern Bakery, Tharamani, Chennai 4. Dr. N.S. Gomathi, Scientist B, National Institute for Research in Tuberculosis, Chennai ... Member 5. Dr. Nikhil, Sr. Consultant, NHSRC, New Delhi ... Member

\*\*\*\*



File No. Z.28015/51/2014-G.I(H)  
Government of India  
Ministry of Health & Family Welfare  
(Hospital Section)

Nirman Bhawan,  
New Delhi - 110 011  
Dated 30<sup>th</sup> November, 2015

**ORDER**

Subject: *Constitution of Committee under Kaya Kalp Scheme for the Tertiary Care Hospitals.*

\*\*\*\*\*

With a view to maintaining the highest level of hygiene and sanitation in the public hospitals through a range of instruments including outsourcing and to change the mind-set and perception about public hospitals, this Ministry has evolved a Scheme named Kaya Kalp for Tertiary Care Hospitals with the following objectives:

- (i) To promote high degree of cleanliness, hygiene and infection control practices in public Health Care facilities.
- (ii) To inculcate a culture of on-going assessment and external review of performance related to hygiene, cleanliness and sanitation in central hospitals/institutions.
- (iii) To create and share sustainable practices related to improved cleanliness in central Government Hospitals/Institutions linked to positive health outcomes.

A copy of the Kaya Kalp Scheme is enclosed as Annexure-I.

To incentivize and recognize such public healthcare facilities (Central Hospitals/Institutions) that show exemplary performance in adhering to standard protocols of cleanliness and infection control, it has been decided to give following three awards to the Central Government Hospitals/Institutes by identifying the cleanest health facilities among these Hospitals/Institutes through an institutional mechanism:

- |       |              |   |                |
|-------|--------------|---|----------------|
| (i)   | First Prize  | : | Rs. 5.00 Crore |
| (ii)  | Second Prize | : | Rs. 3.00 Crore |
| (iii) | Third Prize  | : | Rs. 1.00 Crore |

During this financial year, these awards will be given to the best three Hospitals/Institutions among 10 Hospitals/Institutions listed in Annexure-II. Subsequently, other Central Institutions/Hospitals/New AIIMS will be included in the Scheme in a phased manner.

In the above background, this Ministry has decided to constitute a Committee with the following composition to assess the level of maintenance cleanliness and hygiene in the tertiary care Hospitals under this Ministry:

1.	Shri Navreet Singh Kang, Additional Secretary and DG (CGHS), Ministry of Health & Family Welfare, New Delhi	Chairman
2.	Smt. Dharitri Panda, Joint Secretary, Ministry of Health and Family Welfare, New Delhi	Member

3.	Mr. Alok Shivapuri, Principal, Institute of Hotel Management, Pusa, New Delhi	Member
4.	Dr. Anil Sain, Chief Medical Officer (Hospital Administration) Dte. GHS, New Delhi	Member

The Terms and Reference of the Committee are as follows:

- (i) To assess the level of sanitation and hygiene maintained in the tertiary care Hospitals/Institutes under this Ministry
- (ii) To recommend the name of Hospitals/Institutes in order of their assessment for giving award.

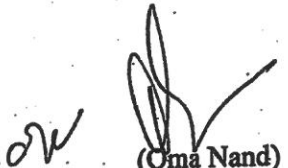
Criterion of selection may be based on the performance of the facility on the following parameters:

- (i) Sanitation and Hygiene
- (ii) Infection Control
- (iii) Hospital Upkeep
- (iv) Waste Management
- (v) Hygiene Promotion
- (vi) Public Participation

A copy of the note on award Scheme is attached as Annexure-III.

The timeline for inspection of hospitals and evaluation of the Hospitals for award is attached as Annexure-IV.

This issues with the approval of the Secretary (HFW).

  
(Oma Nand)

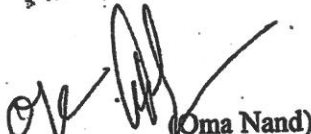
Deputy Secretary to the Govt. of India  
Tel: 011 - 23062870

To,

- (i) All the Members of the Committee
- (ii) Heads of the Participating Units as per Annexure-I

Copy for information to:

- (i) PS to HFM/MOS (Health)
- (ii) PPS to Secretary /DGHS
- (iii) PPS to all Additional Secretaries / Joint Secretaries in the Ministry of Health and Family Welfare, New Delhi.

  
(Oma Nand)

Deputy Secretary to the Govt. of India  
Tel: 011 - 23062870

Z.28015/51/2014-G.I (H)  
Government of India  
Ministry of Health and Family Welfare

\*\*\*\*\*

Nirman Bhawan, New Delhi

Dated 15.12.2015

To,

1. Director, AIIMS, New Delhi
2. Director, JIPMER, Puducherry
3. Director, PGIMER, Chandigarh
4. Director, North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences (NEIGRIMS), Mawdiangdiang, Shillong - 789018
5. Director, National Institute of Mental Health and Neuroscience (NIMHANS), Hosur Road, Lakkasandra, Bengaluru, Karnataka - 560029
6. Director, LHMC and associated Hospitals, New Delhi
7. Medical Superintendent, Safdarjung Hospital, New Delhi
8. Medical Superintendent, Dr. RML Hospital, New Delhi
9. Director, National Institute of Tuberculosis and Respiratory Diseases (LRS TB Hospital), New Delhi
10. Director, RIMS, Imphal

**Subject: Award Scheme under KAYA KALP (Clean Hospital Campaign)**

Sir/Madam

I would like to invite your attention to this Ministry's letter of even number dated 12.6.2015 forwarding therewith a copy of the Award Scheme under 'KAYA KALP' which has been formulated with a view to maintain the highest level of hygiene and sanitation in the public hospitals through a range of instruments and to change perception about public hospitals.

2. Under the scheme, following three prizes will be given to tertiary care Hospitals/Institutions under this Ministry by identifying cleanest health facilities among these Hospitals/institutes through an institutional mechanism during 2015-16:

(i)	First Prize	:	Rs. 5.00 Crore
(ii)	Second Prize	:	Rs. 3.00 Crore
(iii)	Third Prize	:	Rs. 1.00 crore

3. It has been envisaged in the Scheme that the participating Hospitals/Institutions should be examined on the following parameters, as per enclosed Score Card:

- (i) Sanitation and hygiene
- (ii) Infection control.
- (iii) Hospital Upkeep
- (iv) Waste Management
- (v) Hygiene Promotion
- (vi) Public Participation

4. The Scheme states that the Hospitals/Institutions may be assessed by an internal team followed by an external evaluation.

5. As per provisions of the Scheme, this Ministry has constituted a Committee, with following composition, to assess the level of maintenance cleanliness and hygiene in the tertiary care Hospitals under this Ministry:

1.	Shri Navreet Singh Kang, Additional Secretary and DG (CGHS), Ministry of Health and Family Welfare, New Delhi	... Chairman
2.	Smt. Dharitri Panda, Joint Secretary, Ministry of Health and Family Welfare, New Delhi	Member
3.	Principal, Institute of Hotel management, Pusa, New Delhi	Member
4.	Dr. Anil Sain, Chief Medical Officer (Hospital Administration), Dte. GHS, New Delhi	Member

6. First meeting of the Committee was held on 11.12.2015, wherein it was decided that the participating Hospitals will be asked to make a Team in their Hospital with following Composition for its internal assessment:

- (i) Medical Superintendent/ Professor (Hospital Administration) ... Chairman
- (ii) Specialist (Medicine/Surgery) ... Member
- (iii) Microbiologist ... Member
- (iv) DDA/Sr. Administrative Officer/ Administrative Officer ... Member
- (v) Chief Nursing Officer ... Member

7. The team may be asked to complete internal assessment and submit the same by 3<sup>rd</sup> January, 2016 positively failing which they will not be considered for external assessment and award scheme.

8. The criteria for internal assessment would be the same as mentioned in para No. 3 above. Due weightage will be given to the Internal Assessment at the time of finalisation of the total score.

*D. Panda*

(Ms. Dharitri Panda)  
Joint Secretary to the Government of India  
Tel: 23061740

Copy for information to:

- 154(A) (i) PPS to Secretary/DGHS - 494(A)  
(ii) PPS to Additional Secretary & DG (CGHS)/Additional Secretary(H) - 256(A)

*D. Panda*

(Ms. Dharitri Panda)  
Joint Secretary to the Government of India

o/c