CIRCULAR

This is for general information to all concerned that the Protective Gears, Protective Surgical Stores/Disposable Stores like Gloves (Sterile/Non-Sterile), Face Mask 3 ply, all mask including N95, PPE kit should be optimally utilized in view of market shortages on account of outbreak of Novel Corona virus outbreak in Wuhan, China, as reported by WHO.

As we are all aware, there is huge demand of the said Stores mentioned above in view of Novel Corona virus outbreak in Wuhan, China and it is becoming difficult to procure these Stores Supplies in time. As such, you are requested to kindly use these Stores judiciously, till such supplies against our pending orders are received.

Further indents/requisition of the said Stores can be used only with the approval of Medical Superintendent/ Hospital Administration.

Your co-operation is highly solicited.

Copy to:

1. All HoD's /Faculty In-Charge with a request kindly to Direct their respective Ward & OPD's for optimal usage of the noted Protective Devices.
2. PS to Director, NEIGRIHMS, Shillong for kind information of Director, NEIGRIHMS.
3. PS to Deputy Director, NEIGRIHMS (Admn), Shillong for kind information of DDA, NEIGRIHMS.
4. PA to DEAN, NEIGRIHMS, Shillong for kind information of DEAN, NEIGRIHMS.
5. Nursing Superintendent, NEIGRIHMS, Shillong for kind information and necessary action.
6. Deputy Nursing Superintendent, NEIGRIHMS for kind information and necessary action.
7. Sanitation Officer NEIGRIHMS for kind information and necessary action.