

Dr. Ram Manohar Lohia Hospital, New Delhi

**Duties and Responsibilities for the post of
Chief Sanitary Superintendent**

- Overall responsible for supervision of subordinate staff in maintenance of cleanliness in Hospital.
- Preparation of duty roster of Sanitary Superintendent and Care Takers.
- Deployment of Nursing Staff, Sulabh Worker taken as casual labours and to supervise their work.
- To certify the work done during contract period and preparing attendance /payment bills for daily wagers.
- To take regular rounds of wards / departments to ensure proper sanitation and sanitary staff.
- Liaison with CPWD Civil for opening of blocked sewage lines, drains, W.C. etc.
- To organise pest control programme in the hospital at regular interval.
- Liaison with NDMC:-
 - Daily removal of garbage by NDMC truck / authorised agency.
 - Opening of main sewage lines.
 - Removal of stray dogs, monkey's and cattle in the premises of the hospital.
- I.E.C. – To educate sanitary staff on Hospital Waste Management and it must be stressed that Safai Karamchari follow guidelines on Hospital Waste Management rules and taken universal precautions while handling bio-medical waste.
- Stores – Indenting, maintenance of stores of sanitation items and inventories of expandable and non – expandable items.
- Any other duty assigned by Senior Officials.


I/c CMO (Sanitation)


Deputy Director (Admn.)


Medical Superintendent