

BALCO/ENV/A-07/2026/114

28.03.2026

To,
The Regional Officer,
Chhattisgarh Environment Conservation Board,
Korba, Chhattisgarh.

Sub: Submission of annual report in Form-IV of Bio-Medical Waste for the calendar year 2025 for BALCO Hospital.


Dear Sir,

With reference to the above-mentioned subject, please find enclosed herewith the Bio-Medical Waste Return in the prescribed format (Form – IV) and accident reporting in Form-I for BALCO Hospital unit from January 2025 to December 2025.

This is for your kind information and records please.

Thanking you,

Yours truly,



Dr. Vivek Kumar Sinha
CMO – BALCO Hospital

Encls: As above



BHARAT ALUMINIUM COMPANY LTD.

BALCO HOSPITAL and First Aid Centers

EMERGENCY PREPAREDNESS PLAN

Objectives

The Objectives of this Emergency Preparedness Program includes the following:

- To attend promptly and effectively to all individuals requiring medical attention.
- To protect patients, visitors and staff from injury.
- To protect property, facility and equipment.
- To outline each department's responsibilities.
- To prepare the staff and hospital resources for optimal performance in an Emergency.
- To satisfy all applicable regulatory and statutory requirements.

Situations and Assumptions

Emergency situations and/or disasters that have a high degree of probability of occurring within the community and the hospital are:

- Fire
- Chemical Spill with Toxic Release.
- Major Traffic Accident
- Multiple Casualty Incident
- Industrial Accident
- Building or Structure Collapse
- Riot

Mock drill exercise for Emergency Planning:

Mock drills to be conducted once in six months in order to:

1. Test the effectiveness of the communication system.
2. Test the speed of the mobilization of the plant.
3. Test effectiveness of search, rescue and treatment of casualties.
4. Test emergency isolation and shutdown of machinery and plant as well as the remedial measures taken on the system.
5. Conduct a full rehearsal of the action to be taken during an emergency.

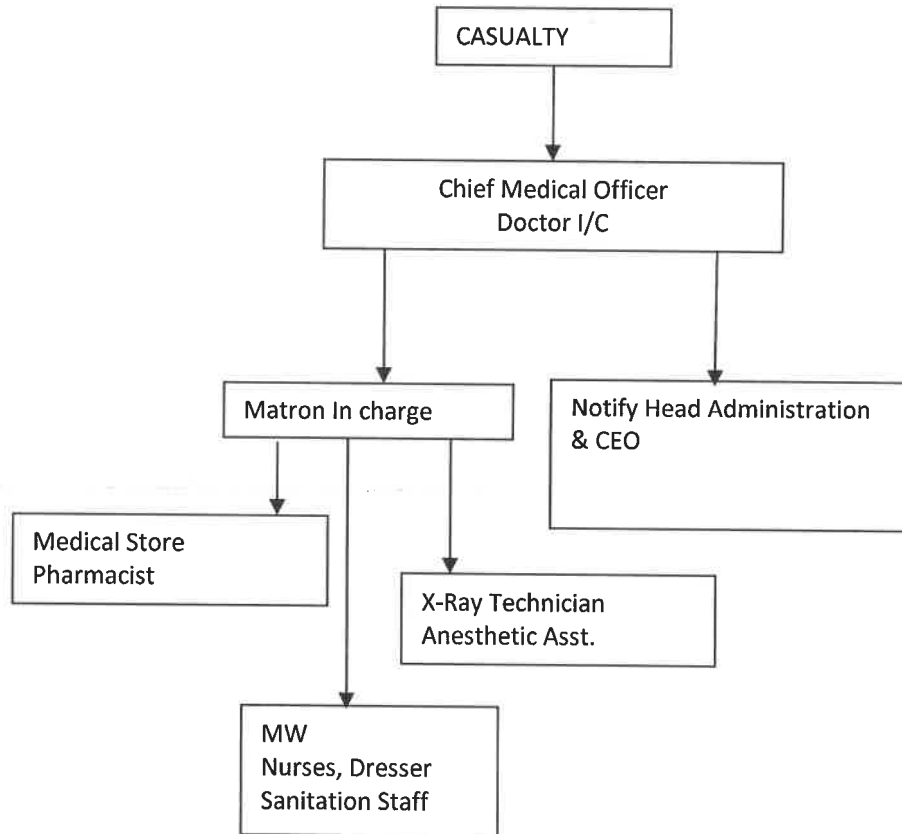
LEVEL OF EMERGENCY

- L1 – Emergency within the confined area which can be controlled by Sub Business Unit (SBU) level resources.
- L2 – Emergency situation which can affect the other plant activities.

- L3 – Emergency situation which can affect beyond the factory area (Off- site Emergency Plan activation – Responsibility of District Authority).
- In case of L-3 level, Main incident controller should decide to call district authority through BALCO Administration, HSE Dept. etc.

IN CASE OF EMERGENCY INFORM TO THE FOLLOWING:

S. No.	LIST OF CONTACT PERSON	CONTACT NO
1.	FIRE	5333/2333/2555/5393 (Auto) 9993000703/9993000565 (Mobile)
2.	FIRST AID	Power OHC- 2427/2222 (Auto) Power OHC- 9109869991 (Mobile) Metal OHC- 2888 (Auto) Metal OHC- 9039693661 (Mobile)
3.	RESCUE TEAM	6232589129
4.	BALCO SAFETY HELPLINE NO.	8349399199/07759252626
6.	BALCO SECURITY CONTROL ROOM	9179083488/07759252655
7.	Dr. VIVEK SINHA (CMO)	7024264761



Prepared by: Dr. Puneet Kumar
Hospital

Approved by: CMO BALCO

Form - IV

(See rule 13)

ANNUAL REPORT

[To be submitted to the prescribed authority on or before 30th June every year for the period from January to December of the preceding year, by the occupier of health care facility (HCF) or common bio-medical waste treatment (CBWTF) facility]

Sl.No	Particulars
1	(i) Name of the authorised person (occupier or operator of facility) : Dr Vivek Sinha, C.M.O, Balco Hospital, Korba, Chhattisgarh (ii) Name of HCF or CBMWTF : Balco Hospital (iii) Address for Correspondence : Bharat Aluminium Company Limited, PO Balco Nagar, Korba, CG (iv) Address of Facility : Bharat Aluminium Company Limited, PO Balco Nagar, Korba, CG (v) Tel. No, Fax. No : Tel. No: 91-7759252405, Fax: 91-7759242031 (vi) E-mail ID : Vivek.KumarSinha@vedanta.co.in (vii) URL of Website : http://www.balcoindia.com/ (viii) GPS coordinates of HCF or CBMWTF : BALCO HOSPITAL 22.407° N, 82.753° E (ix) Ownership of HCF or CBMWTF : BALCO (Private) (x) Status of Authorisation under the Bio-Medical Waste (Management and Handling) Rules : Authorisation No: 1623/ BMW /HO /CECB /2025 Raipur, Dated 09.05.2025 (xi) Status of Consents under Water Act and Air Act : Valid up to: 13.05.2026 Type of Health Care Facility : (i) Bedded Hospital : No. of Beds: 125 (ii) Non-bedded hospital : (Clinic or Blood Bank or Clinical Laboratory or Research Institute or Veterinary Hospital or any other) :
3	Details of CBMWTF : M/s Envirocare International, Bilaspur, Chhattisgarh (i) Number healthcare facilities covered by CBMWTF : NA (ii) No of beds covered by CBMWTF : NA (iii) Installed treatment and disposal capacity of CBMWTF: : Kg per day - NA : Kg per day - NA (iv) Quantity of biomedical waste treated or disposed by CBMWTF : Yellow Category : 9045 Kg per annum Quantity of waste generated or disposed in Kg per annum (on monthly average basis) Red Category : 7463 Kg per annum White : 181 Kg per annum Blue Category : 2313 Kg per annum General Solid waste: 4380 Kg per annum
4	Details of the Storage, treatment, transportation, processing and Disposal Facility : NA (i) Details of the on-site storage facility : : Size : 3mx3mx3m Capacity : 27 m ³
5	Details of the Storage, treatment, transportation, processing and Disposal Facility : NA (i) Details of the on-site storage facility : : Size : 3mx3mx3m Capacity : 27 m ³

		Provision of on-site storage : (cold storage (any other provision)				
(ii) disposal facilities	Type of treatment	Equipment	No of units	Capacity Kg/day	Quantity treated or disposed in kg per annum	
	Incinerators	NIL	-	-	-	
	Plasma Pyrolysis	NIL	-	-	-	
	Autoclaves	NIL	-	-	-	
	Microwave	NIL	-	-	-	
	Hydroclave	NIL	-	-	-	
	Shredder	NIL	-	-	-	
	Needle tip cutter or destroyer	NIL	25	0.44	147.14	
	Sharps encapsulation or concrete	NIL	-	-	-	
	Deep burial pits:	NIL	-	-	-	
	Chemical disinfection: -	NIL	-	-	-	
	Any other treatment	NIL	-	-	-	
	NIL					
	NIL					
	Incineration Ash ETP Sludge	Quantity generated	NA	Where disposed	NA	
	M/s Envirocare international (Chhattisgarh)					
	NA					
6	Yes, MoM copy attached.					

7	Details trainings conducted on BMW	:	
	(i) Number of trainings conducted on BMW Management.	:	8
	(ii) number of personnel trained per training	:	23
	(iii) number of personnel trained at the time of induction	:	NIL
	(iv) number of personnel not undergone any training so far	:	NIL
	(v) whether standard manual for training is available?	:	YES
	(vi) any other information)	:	-
8	Details of the accident occurred during the year	:	NIL
	(i) Number of Accidents occurred	:	NIL
	(ii) Number of the persons affected	:	NIL
	(iii) Remedial Action taken (Please attach details if any)	:	NA
	(iv) Any Fatality occurred, details.	:	NIL
9	Are you meeting the standards of air Pollution from the incinerator? How many times in last year could not met standards?	:	NA
	Details of Continuous online emission monitoring systems installed	:	NA
10	Liquid waste generated and treatment methods in place. How many times you have not met the standards in a year?	:	In ETP Within norms
11	Is the disinfection method or sterilization meeting the log 4 standards? How many times you have not met the year?standards in a year?	:	Log 4 standard is achieved by chemical treatment by use of Sodium Hypochlorite
12	Any other relevant information	:	(Air Pollution Control Devices attached with the Incinerator)-NA

Certified that the above report is for the period from January 2025 to December 2025

Date: 28.03.2026
Place:Korba


Dr. Vivek Kumar Sinha
CMO, BALCO Hospital
Name and Signature of the Head of the Institution

FORM – I
[(See rule 4(o), 5(i) and 15 (2))
ACCIDENT REPORTING

1. Date and time of accident: NA (No accident occurred during Jan'25-Dec'25)
2. Type of Accident: NA
3. Sequence of events leading to accident: NA
4. Has the Authority been informed immediately: NA
5. The type of waste involved in accident: NA
6. Assessment of the effects of the accidents on human health and the environment: NA
7. Emergency measures taken: NA
8. Steps taken to alleviate the effects of accidents: NA
9. Steps taken to prevent the recurrence of such an accident: NA
10. Does your facility has an Emergency Control policy? If yes give details: yes (Please refer to Annexure 1 as attached)

Date: 28.03.2026

Place: BALCO, Korba



Signature

Designation- CMO, BALCO Hospital

MINUTES OF MEETING

DATE	2 nd Jan 2025
TIME	11 am to 11:30 am
VENUE	Conference Room
MINUTES PREPARED BY	Sr Anita Nandi
INVOLVED DEPARTMENT	Infection Control, BMW, Administration, Acting CMO, Stores, RSO, Nursing, Housekeeping, ICU, Emergency & Casualty
ATTENDEES	Dr Anamika, Mr. Girish, Dr Puneet, Dr Saghir, Mr. Santosh, Sr. Anurita, Sr. Shalini, Sr Kanchi, Sr. Anita, Sr. Rubeena, Mr. Sushil, Mr. Arvind, Mr. Sarbjeet, Ms. Amisha
ABSENTEES	

AGENDA

Proper maintenance of newly generated documents
Key performance indicator data should be provided on 3 rd of every month
Committees formation and regular meeting along with maintaining record of minutes of meeting
Training of staffs
Posters and boards to be applied in dedicated areas
Autoclave batch number along with expiry date to be written on each tray along with use of indicators .
Icu / ot , fumigation record along with culture report
Departmental audits , and rca with capa
Code Brown
Spill Management
Cleaning frequency of Cleaning Frequency for Highly Critical, Semi Critical & Non Critical Areas
Proper Usages of PPE's
UHID bands for all the patients
TLD badges need to be weared by radiology staff along with use of lead apron
Sentinel events reporting , adverse drug reaction reporting , needle stick and sharp injury reporting .
Code blue , code red , code orange , code grey, code pink training , team formation , mock drills / frequency of mock drills need to be defined
New Join staffs for Hospital with HK dept. Medical / Induction / BMW training / Vaccination Record

TRAINING SHEET

This is to certify that the training class for the BMW - 19 conducted on _____
the following topics were covered in the training program.

Subject Detail: - (Clean & soiled), storage & transfer of Linen.

Company Name: - BALCO HOSPITAL

Training conducted by :- Mrs. Bharat Prakash Sir.

Date 07/Jan/2025

Time Duration 1.30 hrs. From 6.30 pm to 8 pm.

Sr. no.	Name	Designation	Sign	Remarks
1.	Pankaj Sasthi			
2.	Vikash Mahant			
3.	visay Kumary			
4.	Kamal chand			
5.	रिचु शर्मा			
6.	पुष्प शर्मा			
7.	Ramlal			
8.	PAWAN KUMAR			
9.	Ambedkar.			
10.	G. Sainam			
11.	Shiva Yadav			
12.	Ajay Katar			
13.	Randham Singh			
14.	रिचु शर्मा			
15.	Swati Sharma.			
16.	Annapurna.			
17.	Sarita Choudhary			
18.	पुष्प शर्मा			
19.	पुष्प शर्मा			
20.	Shalini Lakha			
21.	Virendra Patel.			
22.	Shatogah Yadav			
23.	J. Rao			
24.				
25.				

BALCO HOSPITAL

Verified by

Authorised Signatory

MINUTES OF MEETING

DATE	18-04-2025 (Friday)
TIME	09:30 AM
VENUE	CONFERENCE HALL, BALCO HOSPITAL
MEETING LEADER	DR ANAMIKA PATEL, DR SAGHIR KHAN
MINUTES PREPARED BY	BHARAT MAHANT
INVOLVED DEPARTMENT	ALL DEPARTMENTS
ATTENDEES	DR ANAMIKA PATEL, DR SAGHIR KHAN, DR PUNEET KUMAR, RUBEENA DAS, KANCHI SINGH, SANTOSH CHANDRA, SUSHIL SAHU, SARABJEET KUMAR, VIMAL VERMA, BHARAT MAHANT, ISHA GUPTA, AMISHA SAHU
ABSENTS	NONE

AGENDA

BIO MEDICAL WASTE COLLECTION/ SEGGREGATION/ STORAGE
WEIGHMENT
CLEANING OF BMW STORAGE AREA
PICKING UP OF BMW FROM OHC/ PLANT AREA
TRAINING ON BMW MANAGEMENT/ PRACTICES
MOCKDRILL
PPEs FOR BMW COLLECTING STAFF
ELECTRONIC DISPLAY AT PME AREA

RESPONSIBILITY

ACTION ITEMS	RESPONSIBLE PERSON	DEPARTMENT	DEADLINE
1. MONITORING OF COLLECTION/ SEGGREGATION/ STORAGE OF BMW IN STORAGE AREA AND WEIGHMENT OF BMW	RAM LAL WILL MONITOR THE BMW HANDLING STAFF	HOUSEKEEPING	ON GOING PROCESS
2. CLEANING OF BMW STORAGE AREA	CLEANING STAFF WILL BE DEPUTED BY MALE WARD/ FEMALE WARD/ ICU ON MONTHLY BASIS TURN-WISE	HOUSEKEEPING	ON GOING PROCESS
3. PICKING UP BMW FROM OHC/ PLANT	DEDICATED VEHICLE PROVIDED BY HOSPITAL TEAM	HSE & S (H) WILL MONITOR	ON GOING PROCESS
4. TRAINING ON BMW MANAGEMENT/ PRACTICES	ONCE IN A MONTH	DR SAGHIR KHAN, BHARAT MAHANT	ON GOING PROCESS
5. MOCKDRILL FOR CODE BROWN	QUARTERLY	DR SAGHIR KHAN, BHARAT MAHANT, SANTOSH CHANDRA	ON GOING PROCESS
6. PPE KIT FOR BMW COLLECTING STAFF	ITEM TO BE PROCURED THROUGH STORES	DHARMENDRA RATHORE, BHARAT MAHANT, AMISHIA SAHU	WITHIN 15 DAYS
7. ELECTRONIC DISPLAY	TV TO BE INSTALLED IN PME WAITING AREA	KARAN SONWANI, BHARAT MAHANT	WITHIN 10 DAYS

Dr. med. Saghir

(DR SAGHIR KHAN)

(DR ANAMIKA PATEL)

(DR PUNEET KUMAR)

(BPMAHANT)

- ① Collection / Segregation / Storage of BMW in storage area
 - Ram Lal HK staff is designated as supervisor to monitor the job
- ② Weighment of BMW
 - Ram Lal will monitor
- ③ cleaning of BMW storage area
 - Hypo cleaning to be ensured (every week. will take ^{mopping} responsibility man/wise)
 - Hypo cleaning in every day.
- ④ Lifting of BMW from plant on alternate day (mon/wed/Fri) by dedicated vehicle from hospital. (Rep-th - Anisha) (Delhi - Monday).
- ⑤ Training on BMW will be done monthly, once. (Dr. Sachin).
- ⑥ mock drill on Code brown will be done quarterly once (Dr. Sachin) (Anisha/Staff)
- ⑦ P.P.E for BMW Staffs. Shoe covers long to be purchased. (Dharmendra Bhasat)
- ⑧ Electronic display for Segregation of BMW at P.M.E Section. (Karan (Bhasat?))
Delhi line - 28/04/25.
- ⑨

MINUTES OF MEETING

DATE	31-Jul-2025
TIME	FROM -12:00 pm TO 01:00 pm
VENUE	CONFERENCE HALL
MINUTES PREPARED BY	SISTER SHALINI LATAKUMAR
INVOLVED DEPARTMENT	Infection Control, BMW, Administration, Nursing,
ATTENDEES	Dr Anamika Patel, Bharat Prakash Mahant, Vimal Verma, Anurita Masih, Anita Nandi, Deepa Patley, Priyanka Nand, Manju Minz, Abhishek Nandi, Kanchi Singh, Kavita Dewangan, Shalini Lata, Rubeena Das, Alishiba Masih, Priyanka Banjare, Santosh Chandra
ABSENTEES	

AGENDA

For NABH trainings topics and discuss with Dr Saghir Khan.
Document should be proper manner.
Proper paper work by Billing Department at the time of admission and discharge.
Check the all documentation before admit the patient.
Check the BMW guidelines.
Before handover to MRD department, check all details and signature.
Training of ICN Nursing staff for grooming and gloves change etc.
Handover notebook – Pictorial Guid On BMW Management Rules 2016.

