



Office of the

**MEDICAL SUPERINTENDENT**  
**JINNAH HOSPITAL, LAHORE**

No. 13907 /JH  
To

Dated: 07-05-2025

The Secretary  
Government of the Punjab  
Specialized Healthcare & Medical Education Department  
Lahore

Subject:- **CONTINGENCY PLAN IN LIEU OF ANY DISASTER.**

Kindly refer to the subject captioned above.

The following contingency plan pertaining to Jinnah Hospital, Lahore is here by submitted and shall be implemented in true letter and spirit during the any mega disaster amid escalation on the borders of Pakistan.

S#	Arrangements	Responsibility
i.	<i>Availability of senior administrators and medical staff</i>	<p>Duty Rosters have been prepared</p> <ul style="list-style-type: none"><li>➤ Dr. Adnan Maqsood, AMS (Admin)</li><li>➤ AMS Emergency</li><li>➤ Nursing Superintendent</li><li>• Dr. Adnan Maqsood, AMS (Admin)</li><li>• AMS Emergency</li><li>• Nursing Superintendent</li><li>• Dir. (Pharmacy)</li><li>• AMS (Security)</li></ul>
ii.	<i>Displaying of Emergency Duty Roster and Emergency Situation Crises Management plan.</i>	<p>To ensure availability of Senior Administrative Staff round the clock and also displayed Duty Rosters in the offices of AMS Emergency and AMS Admin (Morning/Evening/ Night)</p> <ul style="list-style-type: none"><li>• Dr. Sadia Ikhtlaq, Bed Manager</li><li>DMS (Admin)</li><li>• AMS Emergency</li></ul>
iii.	<i>Availability of sufficient number of Reserve Beds to meet any eventuality.</i>	<p>Extra / reserve beds have been arranged in Emergency to ensure sufficient beds in A&amp;E Department.</p> <p>Nursing Superintendent shall ensure neat and clean bed sheets with other linen.</p> <ul style="list-style-type: none"><li>• AMS Pharmacy &amp; Chief Pharmacist</li><li>• Incharge LP pharmacy shall ensure medicines through LP if needed.</li></ul>
iv.	<i>Ensure availability of sufficient quantity of all Life saving medicines, Vaccines, Disposables, drops etc.</i>	<p>Chief Pharmacist shall ensure sufficient stock of all Medicines, Surgical Disposables, fluids etc.</p>
v.	<i>Perfect working order bio-medical equipment,</i>	<p>❖ AMS(Biomedical)/ Engr. Fiaz &amp; Engr. Abdul Jalil,</p>

*machines, patients lifts, stand-by generator etc.*

vi. *Fully Functional and properly manned Operation theater (Evening and Night)*

vii. *Fully equipped functional ambulances along with trained staff and medicines*

vii. *Operational Communication system i.e. telephone exchange, mobile, mega phone etc.*

ix. *Sufficient quantity of all blood groups along with list of donors.*

x. *Radiology Department*

xi. *Pathology Department*

xii. *Establishment of Information Counter*

xii. *Focal person for dissemination of information*

xiv. *Entrance of Vehicles of Staff*

Biomedical Engineers

❖ Mr. Feehan Maqbool, SDO (Building)

To ensure fully functioning of all Biomedical Equipment i.e.

X-Rays, Ultrasound, CT Scan machines, MRI Machines, patient lifts, stand by generators on and also maintained duty rosters round the clock.

- The following Operation Theatres shall remain open in case any disaster is declared. The keys of theatres shall remain in the office of Nursing Superintendent.

I. EOT

II. SOT

III. NOT

IV. Neuro OT

V. Gynae OT, Ortho OT, Lepro OT.

➤ Dr. Adan Maqsood, AMS (Admin) / Transport Officer

➤ Head Driver

To keep liaison with Rescue 1122.

Dr. Asia Noor DMS, Incharge Telephone/Exchange

To ensure effective Communication/ coordination System.

- Incharge Blood Bank (all three shifts)

To ensure availability of sufficient stock of blood bags of all groups alongwith lists of Donors.

- BTOs will coordinate with DMS on duty.

- HoD Radiology and HoD Anesthesia shall ensure portable X-Rays machine and Portable Ultrasound Machine in case any disaster is declared.

- The Incharge pathology department shall ensure availability of all lab tests needed for the ICUs and other critical patients.

- The AMS Emergency shall establish information counter for the prompt information of victims / patients and this information shall also be displayed on the LED by the PITB team.

- The DMS ( A ) shall act as focal person for dissemination of information pertaining to status of the victims / patients.

- All the Vehicles of staff shall be parked in AIMC parking area and the doctors and other staff shall enter in the hospital via admin gate .



**Note:**

10. Dr. Adnan Maqsood, AMS (Admin) Mobile No.0333-4051965 nominated as Focal Person to coordinate with District Administration including respective Deputy Commissioner / DPO in order to prepare fool proof medical cover plan..
11. DR Saad Ullah AMS ( Security) Mobile No. 0334-4914929, will act as Focal Person for Security Arrangements in the hospital to ensure fool proof security on the occasion.
12. All concerned have been directed to implement the above directions in true letter and spirit.

  
**MEDICAL SUPERINTENDENT  
JINNAH HOSPITAL, LAHORE**

No. 13908-7/1121

Dated: 07-05-2025

Copy forwarded for information and necessary action, to the: -

- (1) PS to Minister of Specialized Healthcare & Medical Education Department, Lahore
- (2) PSO / Additional Secretary (Staff) to Secretary, Govt. of the Punjab, Specialized Healthcare & Medical Education Department, Lahore
- (3) PS to Special Secretary to Govt. of the Punjab, SH& ME Department, Lahore
- (4) Principal, Allama Iqbal Medical College/Jinnah Hospital, Lahore
- (5) All Heads of Departments, JHL.
- (6) Commissioner Lahore Division, Lahore
- (7) Deputy Commissioner, Lahore
- (8) AMS (Admin)/ Focal Person, JHL.
- (9) Director Accident & Emergency, JHL.
- (10) All Directors/AMSs & DMSs, JHL.
- (11) Chief Nursing Superintendent / Nursing Superintendent JHL .
- (12) Incharge Blood Bank, JHL.
- (13) Manager Information Technology, AIMC/JHL.

  
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