

22nd G.B. Meeting

of

National Blood Transfusion Council

on

4th March 2010

**National AIDS Control Organisation
Ministry of Health and Family Welfare
Government of India
New Delhi**

CONTENTS

Sl. No.	Content	Page
1.	Minutes of the 21st Meeting of Governing Body of NBTC held on 15-06-2009	3 - 6
2.	Action Taken Report on the minutes of the 21st Governing Body of NBTC	7 - 9
3.	Agenda Items for 22nd Governing Body Meeting of National Blood Transfusion Council	10 - 12
	3.1. Introduction of mandatory signing of Consent Form for transfusion of blood and products.	
	3.2. Proposal for introduction of External Quality Assessment Scheme for red cell serology, blood components and transfusion transmitted infections (HBV, HCV, Syphilis and Malaria)	
	3.3. Inclusion of Consultant (Voluntary Blood Donation) in State Blood Transfusion Council	
	3.4. Placement of Audit report of 2008-09	
	3.5. Any other matter with permission from chair	
4.	Annual Activity report of NBTC, 2009-10	13 - 14
5.	Annual Action plan of NBTC, 2010-11	15 - 18

Minutes of the 21st meeting of Governing Body of National Blood Transfusion Council held at New Delhi on 15th June 2009.

The 21st meeting of the Governing Body of National Blood Transfusion Council was held in New Delhi on 15th June 2009 under the chairpersonship of Secretary, Department of AIDS Control and Director General, NACO as President of NBTC. The list of members attended the meeting is enclosed at Annexure – 'A'. The agenda of the meeting is as follows:

1. Involvement of mass-media for promotion of Voluntary Blood Donation Programme throughout the year.
2. Constitution of a sub-committee for working on proposed amendments in Drugs & Cosmetics Act regarding issuance of licenses and other activities of Blood Banks.
3. Approval of Annual Action Plan of NBTC for year 2009 – 10.
4. Implementation of Sixty Pay Commission recommendations.

The agenda-wise discussions were held and the following decisions were taken in the meeting as follows:

1. Approval of the minutes of the 20th meeting of Governing Body of NBTC.

The minutes of the 20th meeting of the Governing Body of NBTC held on 31st October 2008 was approved by the Governing Body.

2. Action Taken Report on the minutes of the 20th Governing Body meeting of NBTC

The Action Taken Report on the minutes of the 20th meeting of the Governing Body of NBTC was approved.

The various items for consideration of the Governing Body and decisions taken there in are as follows:

Agenda Item No. 3.1: Involvement of mass-media for promotion of Voluntary Blood Donation Programme throughout the year.

The members opined that apart from the observance of World Voluntary Blood Donation Day and National Voluntary Blood Donation Day, various IEC activities needs to be taken up by NBTC round the year. In addition to this, members opined that partnership needs to be explored with various organisations, stakeholders on voluntary blood donation in the 12 poor performing States. As suggested by Secretary General, Indian Red Cross Society, the opportunities of using Indian Railways as done by IRCS in Bihar, involvement of faith/religious leaders needs to be explored. The IEC activities on Voluntary Blood Donation

has to be de-linked from regular IEC work of NACP and the decisions of IEC material, production of IEC material and the implementation of IEC plan needs to be taken up by NBTC.

The plan to this effect needs to be prepared for implementation. As suggested by some members, a short documentary film of 8 – 10 minutes duration may be prepared in participation with Indian Medical Association. The script of which can be prepared/vetted by TRG on Voluntary Blood Donation. Possibility of films like “Rang Lal Anmol” to be telecasted on Doordarshan may be explored.

Agenda Item No. 3.2: Constitution of a sub-committee for working on proposed amendments in Drugs & Cosmetics Act regarding issuance of licenses and other activities of Blood Banks

The Governing Body agreed that a working group of 4 – 5 members of TRG on Blood Safety may be constituted along with one representative of Drugs Controller General (India).the working Group will indentify areas requiring amendment in the existing provisions of Drugs & Cosmetics Act related to blood and blood products. This working group will submit its report through TRG on Blood Safety in the next meeting of the Governing Body.

Agenda Item No. 3.3: Approval of Annual Action Plan of NBTC for year 2009 – 10.

The Action Plan of NBTC for year 2009 – 10 was approved with following modifications:

- (i) On recruitment drive for voluntary blood donors, the Photo Identity Card for blood group specific donors in internationally recognised colour.
- (ii) All the IEC activities given under various headings have to be clubbed and placed as an integrated IEC plan for NBTC.
- (iii) Plan for Blood Donor Motivator’s Training should be immediately prepared including constitution of Training of Trainers, regional level trainers and state-wise trainers along with state-wise targets especially in poor performing States. The allocation for this activity may be revised based on the plan.
- (iv) The Governing Body meeting is usually convened twice in a year. However, based on the issues and agenda items, the Governing Body meeting can be convened once in 4 months. The schedule of Governing Body meeting would be either from 12.00 Noon to 2.00P.M. or between 2.00 P.M. to 5.00 P.M..
- (v) On issues of advertisements of funds rising for NBTC, it was decided that this should be subjected to efficient financial management system in NBTC.

Agenda Item No. 3.4: Implementation of Sixty Pay Commission recommendations.

It was decided that since the regular posts of Director (NBTC) and Asst. Director (NBTC) are vacant, it needs to be checked whether the posts are still existing or lapsed. Once the status of existence of the posts is confirmed, NACO can proceed further and the matter can be taken for revival of the posts. These the revised pay band and grade pay for these posts in 6th CPC will be based on the corresponding pre-revised scale of pay with other terms and conditions as per Ministry of Finance OM No. 1/1/2008-IC dated 30th August 2008.

In the event of the posts filled on contract basis, till the time, these posts are filled up on regular basis; the revised emoluments will be as at par with NACO guidelines of the corresponding related posts.

Agenda Item No. 4: Any other item with permission of the Chair:

- (i) Secretary (DAC) and DG, NACO as President of NBTC suggested that in future one permanent item should be kept in the Governing Body to assess the status of various activities under Blood Safety including various issues and future Road Map being adopted for Blood Transfusion Services.
- (ii) Indian Red Cross Society should be approached to explore the possibility of direct contracting with IRCS for supply of blood and blood products to patients of Haemophilia and Thalassaemia who require repeated blood transfusion.
- (iii) IRCS may also be approached to explore the possibility of direct contracting for voluntary blood donation programme in 2 – 3 States from among the 12 poor performing States.
- (iv) Other prominent NGOs and Federations/Organisations in the field of Voluntary Blood Donation may be approached to seek their partnership for promotion of voluntary blood donation programme in poor performing States.
- (v) A small working group from among the experts of TRG on Blood Safety to be constituted to review and assess the availability of various equipments under Blood Safety for Blood Component separation. This working group can analyse whether the existing BCSU can be shifted to any other place due to poor utilisation. For their review, a detailed assessment of the existing BCSUs will be carried out to provide data to this working group.
- (vi) To add 'sickle cell anaemia' in the list of diseases where free blood is provided by NACO supported blood banks.
- (vii) The training of Counsellors needs to be reviewed and a revised plan for counsellor's training through good NGOs as resource person needs to be prepared.
- (viii) Issue revised guidelines on counsellors with focus on pre-test counselling and reference system.

- (ix) Review NRL format of EQAS as shown by a member, which is presently used by IIH, Mumbai.
- (x) Enquire issues of accreditation process of hospitals in Delhi being undertaken by NABH as per the feed-back by Dr. Kabita Chatterjee.
- (xi) To write to SBTCs for computerisation of blood banks and use of dedicated software for the purpose.
- (xii) Plan EQUAS programme for Hepatitis B, Hepatitis C and Red Cell Serology for blood bank testing.
- (xiii) Training of Quality Manager with one session each in All India Institute of Medical Sciences, New Delhi; Tata Memorial Hospital, Mumbai; PGI, Chandigarh; SGPGI, Lucknow and Madras Medical College, Chennai to be undertaken immediately. Prior to the training, modules and available training materials from Dr. Kabita Chatterjee to be obtained and reviewed.
- (xiv) Prepare plan for training on 'Rational use of blood'

The meeting ended with a vote of thanks to the Chair.

**Action Taken Report on actionable points in the minutes of 21st
Governing Body Meeting of NBTC held on 15th June 2009**

Agenda Item No	Decision Points	Action Taken
1.	<p>Involvement of mass media for promotion of Voluntary Blood Donation Programme throughout the year:</p> <p>The members opined that apart from the observance of World Voluntary Blood Donation Day and National Voluntary Blood Donation Day, various IEC activities needs to be taken up by NBTC round the year. In addition to this, members opined that partnership needs to be explored with various organisations, stakeholders on voluntary blood donation in the 12 poor performing States. As suggested by Secretary General, Indian Red Cross Society, the opportunities of using Indian Railways as done by IRCS in Bihar, involvement of faith/religious leaders needs to be explored. The IEC activities on Voluntary Blood Donation has to be de-linked from regular IEC work of NACP and the decisions of IEC material, production of IEC material and the implementation of IEC plan needs to be taken up by NBTC.</p>	<ol style="list-style-type: none"> 1. Two video spots on voluntary blood donation (Birthday Boy and Brave Girl) were developed on the occasion of NVBDD and National Youth day. These spots are already being telecast at Prime time in various TV channels. 2. Radio spots have also been developed and being broadcast by AIR, FM channels 3. Month long blood campaign with mass media involvement has been carried out by all SACS including the 12 poor performing states, to celebrate NVBDD. Reports of these activities have been received from SACS. 4. NBTC is carrying out the IEC activities 5. Training of Organisers and Donor Motivators at district level for Recruitment and Retention of blood donors

<p>2.</p>	<p>Constitution of a sub-committee Amendment in Drug and Cosmetic Act regarding issuance of license and activities of blood banks:</p> <p>The Governing Body agreed that a working group of 4 – 5 members of TRG on Blood Safety may be constituted along with one representative of Drugs Controller General (India). The working Group will indentify areas requiring amendment in the existing provisions of Drugs & Cosmetics Act related to blood and blood products. This working group will submit its report through TRG on Blood Safety in the next meeting of the Governing Body.</p>	<ol style="list-style-type: none"> 1. As directed by NBTC, TRG on Blood Safety has made necessary amendments in the existing Drug and Cosmetic Act. 2. A sub-committee for reviewing the draft along with DCG (I) officials for finalization of the amendments has been constituted for approval by NBTC. (Minutes of the TRG meeting attached) 3. The meeting will be convened by DCG (I) with the sub-committee. (Date to be fixed by DCG (I)) 4. Nominated Members from NBTC can also be a part of sub-committee. (To be decided in the G.B. meeting of NBTC)
<p>3</p>	<p>Implementation of Sixty Pay Commission recommendations.</p> <p>It was decided that since the regular posts of Director (NBTC) and Asst. Director (NBTC) are vacant, it needs to be checked whether the posts are still existing or lapsed. Once the status of existence of the posts is confirmed, NACO can proceed further and the matter can be taken for revival of the posts. These the revised pay band and grade pay for these posts in 6th CPC will be based on the corresponding pre-revised scale of pay with other terms and conditions as per Ministry of Finance OM No. 1/1/2008-IC dated 30th August 2008.</p> <p>In the event of the posts filled on</p>	<ol style="list-style-type: none"> 1. The post of Director (NBTC) and Assistant Director (NBTC) has been advertised. Selection process for these posts is still waiting. 2. Revision of the pay-scale of the various post of NBTC has been done as per NACO guidelines for the corresponding posts.

	<p>contract basis, till the time, these posts are filled up on regular basis; the revised emoluments will be as at par with NACO guidelines of the corresponding related posts.</p>	
<p>4.</p>	<ol style="list-style-type: none"> 1. Secretary (DAC) and DG, NACO as President of NBTC suggested that in future one permanent item should be kept in the Governing Body to assess the status of various activities under Blood Safety including various issues and future Road Map being adopted for Blood Transfusion Services. 2. To add 'sickle cell anaemia' in the list of diseases where free blood is provided by NACO supported blood banks. 3. The training of Counsellors needs to be reviewed and a revised plan for counsellor's training through good NGOs as resource person needs to be prepared. Issue revised guidelines on counsellors with focus on pre-test counselling and reference system 4. A small working group from among the experts of TRG on Blood Safety to be constituted to review and assess the availability of various equipments under Blood Safety for Blood Component separation. This working group can analyse whether the existing BCSU can be shifted to any other place due to poor utilisation. For their review, a detailed assessment of the existing BCSUs will be carried out to provide data to this working group. 	<ol style="list-style-type: none"> 1. Voluntary Blood Donation programme has been identified as one of the activity under Blood Safety requires maximum attention. The issues of VBD will be kept as a permanent item in the Governing Body. 2. Letter has been issued to all SACS for supply of free blood without service charges for patient with Sickle Cell anemia. 3. TRG Blood Safety has revised the training modules for Blood Bank Counselors which will be printed by NBTC and circulated to all SACS. These modules has also includes the guidelines on pre-test counseling and referral system. 4. All the NACO supported BCSU has been inspected by technical experts who have submitted their reports to NACO. After compilation of the reports, the poorly graded BCSU may be visited by a small team of experts from TRG to make final assessment of these BCSUs and provide their comments on their viability.

	<p>5. Enquire issues of accreditation process of hospitals in Delhi being undertaken by NABH as per the feed-back by a member</p>	<p>5. A letter has been issued to NABH to enquire about the doubtful nature of accrediting blood banks. A reply has been received from NABH ensuring to take necessary steps for carrying out inspection for accreditation in more transparent manner</p>
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Agenda Items for 22nd Governing Body Meeting of National Blood Transfusion Council

Agenda 1: Introduction of mandatory signing of Consent Form for transfusion of Blood and Blood Products.

With the progress in medical and surgical technologies the need for blood and blood products is growing constantly. In many emergency situations transfusion of blood or its products is life saving. It is also well known that all the available technology in the world cannot ensure 'zero risk' blood as there is always a possibility of infected blood, probably in window phase, may be transfused leading to life threatening situations. This can lead to serious legal issues for which the blood banks may not be entirely at fault of their own.

Any surgical procedure, anesthesia, interventional procedures and therapeutic approaches carry the risk of morbidity or mortality. It has been a uniform practice all across the globe since decades to take consent from the patient or their next to kin, making them aware of the untoward affect of the procedure. As transfusion of blood and blood products is also a therapeutic procedure and carry similar risk of morbidity and mortality, no such consent are being taken by the hospitals, nursing homes and clinics. This is causing serious repercussion to the practicing Blood Bank personals when dealing with transfusion

Technical Resource Group on Blood Safety in its last meeting has requested NBTC to introduce mandatory signing of Consent Form by patient or their next to kin for transfusion of blood and blood products by all hospitals across the country, explaining the benefits and complications of transfusion.

TRG has prepared a draft of the Consent Form for blood transfusion and submitted to NBTC for approval and necessary action thereafter.

Agenda 2: Proposal for introduction of External Quality Assessment Scheme for red cell serology, blood components and transfusion transmitted infections (HBV, HCV, Syphilis and Malaria)

The presently available national Quality Control network monitoring for HIV testing and confirmation is well in place. However, it is restricted to HIV testing only and blood bank quality programme covers testing of other infectious viruses like HBV, HCV, VDRL and malaria. Quality tools also need to be implemented for assessment optimal quality production for blood components in component laboratories. NACO now initiates a comprehensive program on quality control networking for blood banks.

A proper quality program network is required for blood banks, training centres and regional centres. It should be governed by an Apex centre which will help the assessment and guidance in testing and production technology for blood banks. They would guide issues related to instrumentation, reagents, diagnostic kits, techniques, blood component production, man power training and documentation.

In the first phase of External Quality Assurance Scheme for blood bank activities, apex center and 4-8 regional centers has to be identified along with guidelines for the EQAS. Second phase would involve the implementation of these EQAS programme to all the NACO-supported blood banks. Subsequently accreditation programme will be implemented for the existing Model Blood Banks and BCSUs in the Medical Colleges.

The agenda is placed before the members for discussion.

Agenda 3: Inclusion of Consultant (Voluntary Blood Donation) in State Blood Transfusion Council.

With approval from National AIDS Control Board, a post of Consultant (Voluntary Blood Donation) has been created in every SACS to monitor voluntary blood donation programme in their respective State. Their job responsibilities include liaison with various stakeholders involved in VBD activities to augment the collection of blood

through voluntary blood donation and to promote and monitor the programme. Presently, Consultant (VBD) is recruited under the category of staff for SACS

As the mandate of voluntary blood donation of the state lies with the State Blood Transfusion Council (SBTC), it is necessary that Consultant (VBD) should be included under SBTC so that they contribute significantly to the VBD programme implemented through SBTC.

Agenda 4: Placement of Audited statement of Accounts of NBTC for 2008-09.

The statement of account for the year 2008-09 has been audited by the Chartered Accountant approved for conducting Audit of NBTC. A report for the year has been received and is annexed for perusal and necessary action by the members of the Governing Body of NBTC

Agenda 5: Any other matters with permission from Chair

Annual Activity Report for National Blood Transfusion Council (2009-10)

1. Celebration of World Blood Donors Day: Instructions were circulated to all SBTCs to celebrate World Blood Donors day on 14th June 2009. Many states have celebrated the occasion by organising several activities promoting voluntary blood donation.

NBTC along with ISBTI Delhi State Chapter organised a workshop on Voluntary Blood Donation to celebrate the occasion.

2. Celebration of National Voluntary Blood Donors Day: NBTC and Indian Society of Blood Transfusion and Immunohematology (ISBTI) have jointly taken the initiative to celebrate National Voluntary Blood Donors day on 1st October 2009 at Indian Habitat Centre, New Delhi. During the occasion, a one day National workshop on Voluntary Blood Donation was organised and voluntary blood donors who have donated more than 100 times across the country were felicitated.

All states have conducted a month long campaign to celebrate National Voluntary Blood donation day along with Birth anniversary of Mahatma Gandhi.

3. IEC activities: On the occasion of National Voluntary Blood Donation day, NBTC carried out several innovative IEC activities to promote voluntary blood donation in the country. These include awareness campaigns, posters, pamphlets, hoardings, advertisement in National dailies, video spots (Birthday Boy and Brave Girl) and appealing Radio spots.

4. 21st Governing Body meeting of NBTC: The 21st Governing Body meeting of NBTC was held on 15th June 2009 at the Committee Room of NACO.

5. Meeting of Technical Resource Group (Blood Safety): Two days TRG meeting on Blood Safety was held at Chandigarh on 31st July and 1st August 2009. The committee has developed uniform training modules for different categories of clinicians for rational use of blood.

As directed by NBTC, TRG has taken the initiative to make necessary amendments in the existing Drug and Cosmetic Act for the purpose of issuance of license and improving the standards of blood banks.

Annual Action Plan for National Blood Transfusion Council (2010-11)

I. Voluntary Blood Donation Activities:

- 1. Observance of World Blood Donors day (June 14):** NBTC supports the celebration of World's Blood Donors day on 14 June. All SBTCs will plan activities for celebrating this occasion with active participation of youth. States will organize state-wise/district-wise workshop, motivational programmes, rallies on voluntary blood donation and felicitations. Similar activities will be carried out at National level in Delhi which will be supported by NBTC.

*NBTC will require a fund of **Rs. 75.00 lakhs** to carry out IEC campaign, awareness programmes, workshops and felicitations of regular donors in Delhi. SBTC will carry out these activities by the funds released for SBTCs in the State AAP.*

- 2. Observance of National Voluntary Blood Donation day (October 1):** A detail activity plan to be undertaken for observance of National Voluntary Blood Donation Day on October 1. This day should be celebrated in all States/U.Ts with active participation of the SACS/SBTC, NGOs, Blood Banks and the community for bringing out awareness on voluntary blood donation. IEC materials to be brought out during the occasion involving the Audio-Visual and Print media

To celebrate National Voluntary Blood Donors day on 1st October 2010, NBTC will be printing posters & folders (both in English and Hindi) and installed hoardings & kiosks for promoting voluntary blood donation. These posters and folders will be widely distributed to all the 34 State Blood Transfusion Council for display and distribution. Hoardings and Kiosks will be put on strategic locations in Delhi. An advertisement will be released containing appeal/message from the Health Minister on National Blood Donors Day, to be published in the National dailies. Video spots/audio spots on voluntary blood donation will be broadcast and telecast in various TV and radio channels. These activities will be carried out with the IEC division of NACO

*During the year 2010-11, a fund of **Rs. 75.00 lakhs** will be needed to carry out the IEC campaign on Voluntary Blood Donation and **Rs. 5.00 lakhs** will be*

required to celebrate National Voluntary Blood Donation Day by conducting workshops and seminars.

II. Other IEC Activities:

- 1. Plan for other IEC activities for voluntary blood donation:** NBTC will bring out generic IEC materials pertaining to Voluntary Blood donation programme throughout the year instead of restricting only for October 1 and June 14.

Regular spots on radio and TV may be developed which address the youth to volunteer themselves as voluntary blood donors. Programme should highlight all positive aspect of voluntary blood donation. . These spots may be broadcast/telecast in Hindi as well as regional languages

NBTC with support from private organisations can prepare short documentary films on various topics on VBD, safe blood, Good transfusion practice. The film may be of 2-8 minute duration. NBTC may acquire the telecasting rights of these films and may even sponsor them fully or partially. These may be shown at Blood banks, ICTCs, ARTs, VBD camps, Cinema halls and TV channels for wider coverage

*Total financial implication during the year 2010-11 for other IEC materials will be around **Rs. 75.00 lakhs.***

III. Meetings/Trainings:

- 1. Training of Blood Donor Motivators:** To improve on the voluntary blood donation in the country, NBTC will carry out training programmes and conduct workshops on Strategies for recruitment and retention of voluntary blood donors for those persons or organization involved in Donor Motivation programmes. This training programme will be organised jointly in association with State Blood Transfusion Councils. Various stakeholders who are involved with voluntary blood donation like IRCS, NYKS, NSS, NCC, RRC and NGO will be provided training.

NACO will conduct 5 such regional training programmes for Donor motivators identified from North, West, South, East and North-east zones. The training programme will be for 3 days and will cover all areas of donor recruitment and

retention. The Zonal representative members of TRG (VBD) will be the resource persons for these training programmes.

*A fund of approximately **Rs. 25.00 lakhs** will be required to conduct these 5 training programs.*

- 2. Meeting with the Member Secretary of SBTC:** To make the SBTC play a proactive role, regular meetings need to be conducted for appraisal of the work done by 34 SBTCs. These meetings will be conducted in NACO and will be held on quarterly basis.

*A fund of approximately **Rs. 10.00 lakhs** will be required to conduct 2 meetings for SBTC at NACO during the year 2010-11*

- 3. Governing Body meeting of NBTC:** During the year 2010-11, it has been proposed to conduct two GB meeting of NBTC. The estimated financial expenditure for one GB meeting of NBTC is approximately Rs. 2.50 lakhs.

*For conducting two GB meeting of NBTC during the year 2010-11, a financial assistance of **Rs. 5.00 lakhs** will be needed.*

- 4. Meeting of TRG (Blood Safety):** It is proposed to organize 2 meetings of TRG on Blood Safety during the year 2010-11 to provide technical inputs on approved agendas in the NBTC meetings.

*A fund of **Rs. 5.00 lakhs** will be needed to conduct 2 meetings during 2010-11*

- 5. Meeting of TRG (Voluntary Blood Donation):** TRG on voluntary blood donation has been constituted and the 1st meeting was held on 24th February 2009 at NACO. It is proposed to organize 2 meetings of TRG during the year 2010-11 to provide technical inputs on approved agendas related to promotion of VBD taken in the NBTC meetings.

*A fund of **Rs. 5.00 lakhs** will be needed to conduct 2 meetings during 2010-11*

IV. Other Miscellaneous Activities:

- 1. Salary of NBTC officials:** One post of Programme Officer (Voluntary Blood Donation), 1 post of Assistant and 2 post of Office Assistant have been filled up. Quality Manager is going to join soon. Salary of these personals will be paid through NBTC fund

*Total financial implication during the year towards salary component of NBTC officials will be around **Rs. 20.00 lakh** only.*

A total budget of Rs. 300.00 lakhs will be required for NBTC during the year 2010-11 to carry out the above-mentioned activities.