APPENDIX III

STANDING ORDERS FOR DOCTORS UNDER THE PROPOSED RE-ORGANISATION OF THE NEFA MEDICAL SERVICE, 1947

STANDING ORDERS FOR ASSISTANT SURGEONS

1. Assistant Surgeons are responsible to the Civil Surgeon, NEFA for all Medical arrangements in their respective Agencies. They must remember that they are to advise the POs/APOs in all medical matters and the responsible to him that all local orders given by him are carried out.

2. They will make frequent visits to the outposts where Medical Officers are stationed and will carry out inspections and record these inspections in the appropriate Book. Copies of these notes will be sent to the PO/APO & CS. Particular attention will be paid to ensure that drugs are sufficient and that he is satisfied that MOs are touring their areas. Any complaints by the MOs will be promptly dealt with and forwarded to the proper authority.

3. All correspondence relating to his Sub-agency will be forwarded by him with a note as to what action he has taken if necessary.

4. He will check all indents from MOs and satisfy himself that quantities are correct and will make necessary alterations as required before submitting them to the Civil Surgeon for countersignature.

5. At places where base Medical Stores exist he will be responsible for the care and distribution of Medical Stores and Equipment, and will take particular care that drugs required for Epidemics (Malaria and Dysentery) are readily available for use in his agency.

6. Assistant Surgeon will note that they are liable to transfer to any Sub-agency in the Tribal area.

7. They will maintain leave register of Medical Staff and inform the Civil Surgeon when any MO has had one year service in any one station. The policy aimed at is to transfer MOs every year (after they have had leave) to a different Station in the Sub-Agency. Every MO will in turn do a tour of duty as MO (itinerating) stationed at Headquarters.

8. Assistant Surgeon represent the Civil Surgeon and will be responsible for maintaining discipline among the Medical personnel in his Sub-Agency and in so doing will be supported by the Civil Surgeon.

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1 CS, NEFA (Lt Col W.L. Neal) to the IGCH dated Shillong the 8th May, 1947, Governor’s Secretariat, Military Secretary’s Office, File No. A 1005/47, p.NA, copied verbatim, SAGAP, Itanagar.
STANDING ORDER FOR MEDICAL OFFICERS-IN-CHARGE HOSPITALS IN NEFA

1. Medical Officers at outposts are responsible for the Medical Care of tribal people and Assam Rifles.
2. They are responsible for the care and maintenance of drugs and equipment placed in their charge.
3. They will carry out all orders issued by the PO/APO and AS of their Agency, and will regularly tour the villages mentioned by the PO/APO.
4. They will be regularly visited by the AS of the Sub-Agency through whom all correspondence- pay bills, indents etc will be made. Any grievance or complaint will be reported to the AS who will either deal with it or refer the matter to the CS.
5. They will make every effort to actively co-operate with the Post Commander who is responsible for their safety. Post Commanders should be informed of their respective tours.
6. Medical Officers should bear in mind the time lag in obtaining Medical Supplies and to avoid running short and should keep a careful watch of Stocks especially drugs for malaria and dysentery.
7. MOs must realise that they are liable to transfer anywhere in the Agency.
8. All registers and stock books will be maintained by the MOs personally and will be checked by the AS and CS when in tour.
9. MOs at outposts are responsible for advising Post Commanders in all matters of Hygiene and Sanitation. Any slackness in these matters will be reported to the CS.
10. Medical Officers in tour are well advised to respect Tribal Customs, as instances may occur and have occurred where MOs have in ignorance, have infringed these customs leading to unnecessary unpleasantness.
11. Medical Officers working these newly opened Tribal areas are the PO’s most useful Ambassadors, and their work is greatly enhanced of they can speak the local language. Government rewards are payable for proficiency in certain languages.