

OFFICE ORDER

Sub: Establishment of the Women Cell, Amala Institute of Medical Sciences, Thrissur

The Women Cell is constituted with representation from teaching staff, non-teaching staff, and students, ensuring inclusivity and effectiveness in addressing gender-related concerns.

Sl. No.	Name	Position in Cell
1.	Dr. Betsy Thomas	Chairperson
2.	Dr. Licia Chacko	Faculty Coordinator
3.	Dr. Anila Joseph	Faculty Coordinator
4.	Dr. Deepti Ramakrishnan	IQAC Coordinator & Member
5.	Dr. Prameela Menon	Member
6.	Dr. Derlin Thomas	Member
7.	Sr. Dr. Julia	Member
8.	Dr. Neeraja	Member
9.	Dr. Nisha T	Member
10.	Dr. Reshma Gopikumar	Member
11.	Dr. Shiny John	Member
12.	Dr. Maryann	Member
13.	Dr. Roshan	Member
14.	Dr. Merlin	Member
15.	Dr. Tabitha	Member
16.	Ms. Reena (Dietician)	Member
17.	Dr. Sangeetha	Member- Administrative Staff
18.	Ms. Smitha	Member- Administrative Staff
19.	Ms. Lekshmi	Member- Administrative Staff
20.	Dr. Dinu	Member-HIC
21.	Ms. Susmi	Member-Quality Council
22.	Ms. Salitha	Member
23.	Ms. Asha Thomas	Member- Finance
24.	Ms. Nathaniya	Member- Student Representative (UG)
25.	Ms. Athulya	Member- Student Representative (PG)

Vision: To create a safe, supportive, and empowering space where every woman at Amala can grow with confidence, achieve her full potential, and be treated with dignity and respect

Betsy
Dr. Betsy Thomas

Principal & IQAC Chairman

Deepti
Dr. Deepti Ramakrishnan

Vice Principal & IQAC Coordinator



To: All HOD's & Concerned Members


Copy to: Director/Joint Director/Associate Director/ Principal /Vice Principals/CAO



Women Cell – Amala Institute of Medical Sciences

Minutes of the First Meeting

 **Date:** 24th July 2025

 **Time:** 02:00 PM

 **Venue:** CCM Hall, Amala Institute of Medical Sciences

The meeting was called to order by the Chairperson Dr. Neeraja B at 2.00 PM

Attendance was recorded. The following members were present:

1. Dr. Licia Chacko
2. Sr. Dr. Julia
3. Dr. Neeraja
4. Dr. Anila Joseph
5. Dr. Nisha T
6. Ms. Lekshmi
7. Dr. Dinu
8. Ms. Reena
9. Dr. Merlin
10. Dr. Reshma Gopi Kumar
11. Dr. Shiny John

Apologies for absence were received from:

1. Dr. Maryann
2. Dr. Roshan
3. Dr. Tabitha
4. Dr. Sangeetha
5. Dr. Betsy Thomas
6. Dr. Deepti Ramakrishnan
7. Ms. Smitha
8. Ms. Asha

Absentees

1. Dr. Prameela Menon
2. Dr. Derlin Thomas
3. Dr. Sweety
4. Ms. Susmi
5. Ms. Salitha
6. Ms. Nathaniya
7. Ms. Athulya



Agenda:

1. Welcome and Member Introduction
2. Planning of Annual Activities
3. Policy Suggestions and Institutional Support Proposals
4. Any Other Discussion
5. Conclusion

1. Welcome Address

The Chairperson warmly welcomed the members and set the tone for collaborative action. The importance of creating a safe and empowering space for women at Amala was emphasized.

2. Member Introductions

Members introduced themselves and shared brief insights on their interest in the cell's objectives.

3. Activity Planning

The following initiatives were proposed and approved:

A. Health & Awareness Programs

- *Amala Janani*: Maternal wellness support.
- *Cervical Cancer Day* – Nov 17
- *Breast Cancer Awareness* – October (screening drives)
- *Menopause Awareness* – October
- *Osteoporosis Day* – Bone density checks
- *Mental Wellness Clinic* – Ongoing support
- *Antenatal Classes* – Monthly sessions

B. Fitness & Lifestyle

- Yoga classes (weekly)
- Gym facility orientation for female staff and students

C. Empowerment & Facilities

- Enhancing Daycare facilities
- breastfeeding rooms
- Increase women's toilets
- sanitary napkin dispensers



D. Governance & Support

- Female Internal Compliance Committee
- Mental wellness plan
- Menstrual cup concerned plan
- Faculty recreational seminars/ Zumba classes, nutrition classes (hobby-based demo groups)

4. Suggestions from Members

- Quarterly follow-up meetings recommended

Next Steps

- Upgrade the day care facilities
- Conduct nutrition class for amala staff
- Timeline for rollout to be discussed in September meeting

5. Adjournment

The Meeting was Adjourned at 02:50 PM

Minutes Prepared by: Dr. Twinkle Wilson C, Executive, IQAC

Anila
Verified by: Dr. Anila Joseph, Department of Dentistry, Women Cell Faculty Coordinator,
AIMS, Thrissur

Betsy
Approved by: Dr. Betsy Thomas, Principal & IQAC Chairperson, AIMS, Thrissur



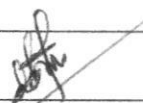
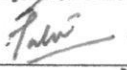
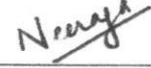


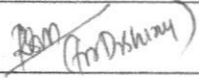
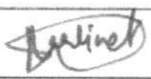
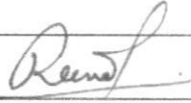
Women Cell – Amala Institute of Medical Sciences, Thrissur

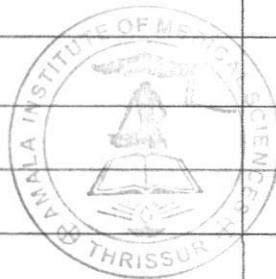
Attendance Sheet

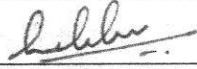

📅 **Date:** 24th July 2025

🕒 **Time:** 02:00 PM

📍 **Venue:** CCM Hall, Amala Institute of Medical Sciences

Sl. No.	Name	Signature
1.	Dr. Betsy Thomas	
2.	Dr. Deepti Ramakrishnan	
3.	Dr. Prameela Menon	
4.	Dr. Derlin Thomas	
5.	Dr. Licia Chacko	
6.	Sr. Dr. Julia	
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17.	Dr. Sangeetha	
18.	Ms. Smitha	



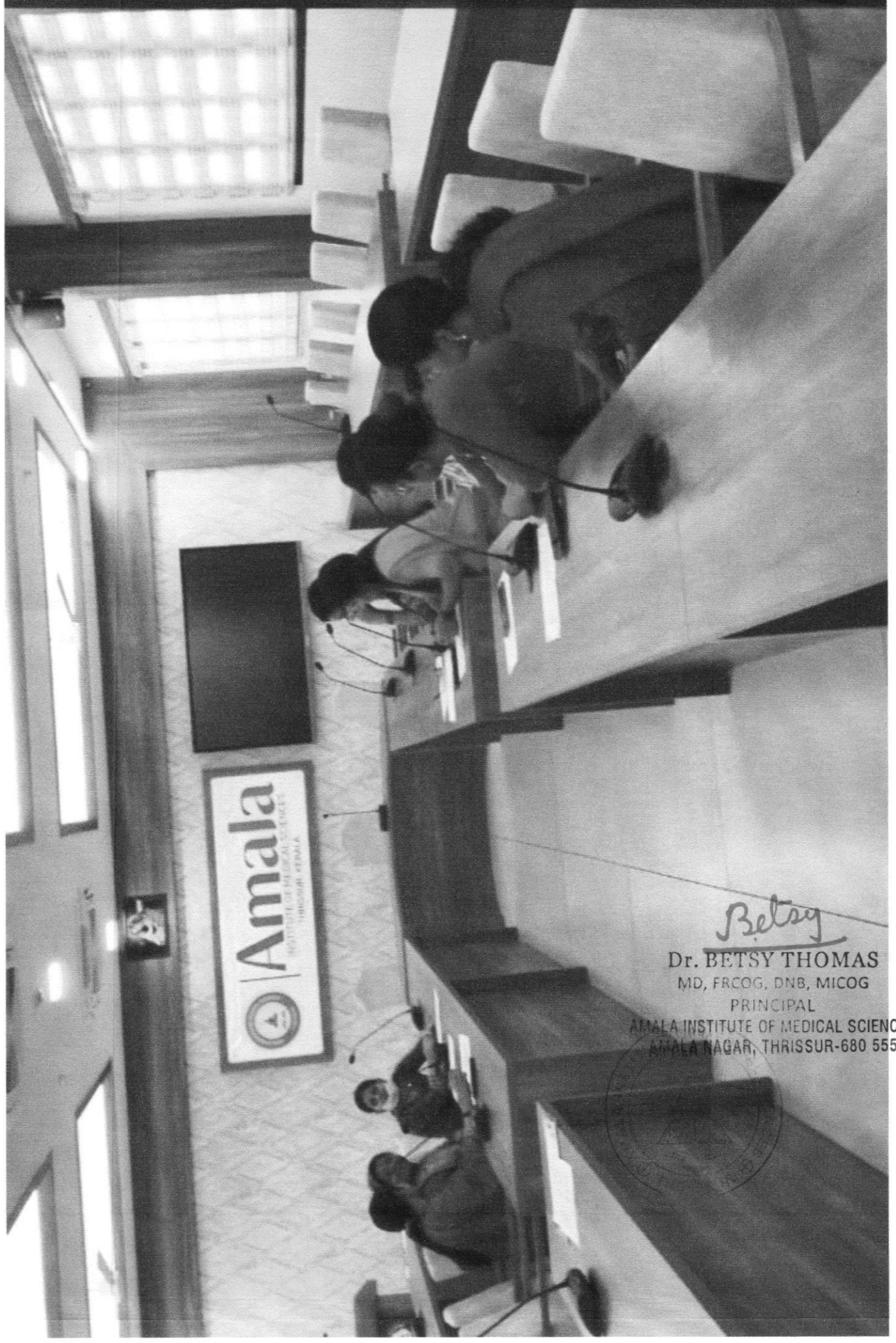
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21.	Ms. Susmi	
22.	Ms. Salitha	
23.	Ms. Asha Thomas	
24.	Ms. Nathaniya	
25.	Ms. Athulya	





H569+FJM, Amalanagar,

Thrissur Kerala 680555 India
light rain



Betsy

Dr. BETSY THOMAS
MD, FRCOG, DNB, MICOG
PRINCIPAL

AMALA INSTITUTE OF MEDICAL SCIENCES
AMALA NAGAR, THRISSUR-680 555



WOMEN CELL

Amala Institute of Medical Sciences, Thrissur

Introduction

The **Women Cell** of **Amala Institute of Medical Sciences, Thrissur** functions as an institutional platform committed to promoting the welfare, dignity, and empowerment of its **female staff**, including faculty members, nurses, administrative personnel, and support staff. The Cell aims to ensure a supportive and inclusive work environment that fosters gender equity, professional advancement, personal well-being, and a culture of respect and opportunity.

Recognizing the pivotal role played by women in the institution's growth, the Cell organizes structured programs and initiatives that address their unique challenges, build capacity, and encourage participation in institutional leadership and development. The Cell also serves as a safe and accessible forum for voicing concerns and providing solutions through appropriate redressal mechanisms.

1. Committee Tenure

- The Women Cell Committee shall be constituted for a **period of two years**.
- The committee shall be **reconstituted biennially**, with provision for rotation or continuation of members based on institutional needs and performance.
- The committee shall consist of:
 - **Chairperson** – Senior female faculty or administrator
 - **Faculty Coordinators**
 - **Nursing and Administrative Staff Representatives**
 - **Support Staff Representative**
 - **Student Observer** – for coordination in cross-program activities
 - **Member Secretary** – Responsible for documentation and coordination



2. Duties and Responsibilities

- **Empowerment Programs:** Plan and execute programs that support the professional growth and personal wellness of female staff.

- **Awareness Initiatives:** Organize workshops on women's rights, legal literacy, financial planning, health, and wellness.
- **Support and Counselling:** Provide a platform for voicing concerns; guide staff to appropriate support systems (e.g., Internal Complaints Committee, HR).
- **Grievance Assistance:** Facilitate confidential grievance handling in coordination with institutional redressal mechanisms.
- **Recognition and Motivation:** Recommend deserving female staff for recognition awards and appreciations.
- **Policy Advocacy:** Suggest female-friendly policies and infrastructural improvements to administration.

3. Meeting Frequency

- The Women Cell shall convene **once every quarter** (minimum 4 times a year).
- Additional meetings may be called as per requirements by the Chairperson.
- **Meeting notices and agendas** must be circulated at least **3 working days** in advance.
- Urgent meetings may be convened with at least **24-hour prior notice**.

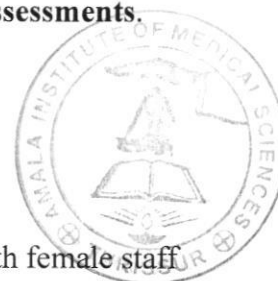
4. Reporting and Records

- **Meeting Minutes:** To be prepared and maintained by the Member Secretary; signed by the Chairperson.
- **Activity Reports:** A comprehensive report of all programs and interventions shall be submitted **annually** to the **Institutional Head** and **IQAC**.
- **Grievance Logs:** Confidential records of complaints and actions taken shall be maintained (non-identifiable formats preferred).
- **Event Documentation:** Photographs, attendance records, feedback, and outcome summaries of all programs to be archived systematically.
- Records shall be available for **internal audits** and **external quality assessments**.

5. Standard Operating Procedure (SOP)

Step 1: Program Planning

- At the start of each academic year, plan quarterly activities aligned with **female staff** empowerment goals.
- Include health, career, legal, and motivational topics.



Step 2: Communication and Participation

- Use circulars, WhatsApp groups, and departmental heads to inform female staff.
- Encourage voluntary participation while ensuring inclusivity.

Step 3: Feedback and Needs Assessment

- Collect anonymous suggestions from staff for future programs.
- Conduct informal surveys to identify priority concerns (e.g., work stress, financial insecurity, lack of recognition).

Step 4: Grievance Handling

- Accept grievances through email, direct approach, or a confidential drop box.
- Conduct preliminary discussion within the committee within **3 working days**.
- Refer unresolved or serious issues to ICC or designated grievance cell.

Step 5: Follow-up and Support

- Ensure feedback is acted upon and resolutions are monitored.
- Provide referrals to professional counselors, HR, or senior faculty mentors when needed.

Step 6: Monitoring and Reporting

- Review implementation at quarterly meetings.
- Compile and submit an **Annual Empowerment Report** to the Institutional Head and IQAC.



AMALA INSTITUTE OF MEDICAL SCIENCES (AIMS), THRISSUR
WOMEN CELL


Event Title	Breast Cancer Detection Camp
Date	October 23 & 24, 2025
No. of Participants	120
Venue	Gynaecology OPD
Organized by	IQAC Women Cell
Supported by	Gynaecology, Surgery and Oncology Department
Key person in charge	Dr. Licia Chacko, Senior Resident Gynaecology Department Dr. Anila Joseph, Senior Resident Department of Dentistry
Theme	Early Detection Saves Life!


The Breast Cancer Detection Camp titled *"For Women, By Women"* was conducted on the 23rd and 24th of October 2025 at the Gynaecology OPD, Amala Institute of Medical Sciences, Thrissur, as part of Breast Cancer Awareness Month. Organised by the IQAC Women's Cell in collaboration with the Departments of Gynaecology, Surgery, and Oncology, the initiative aimed to promote early detection, timely referral, and awareness among female staff regarding breast cancer and self-care. The programme focused on providing free clinical breast examinations by female medical professionals in a supportive environment, reinforcing the theme "Early Detection Saves Lives" and encouraging regular screening and self-breast examination practices.

Over the two-day camp, a total of 120 female staff members participated—59 on the first day and 61 on the second. All examinations were conducted with privacy, comfort, and confidentiality, ensuring a reassuring experience for participants. Among those screened, 19 were advised to undergo mammography and 15 were recommended for breast ultrasound

based on clinical findings. Individual counselling was provided, and participants needing further evaluation were guided on next steps, including access to mammography at concessional rates, ensuring continuity of care and medical support.

The camp received excellent participation and positive feedback, with staff expressing appreciation for the initiative and its exclusive women-led approach. The programme strengthened awareness on breast health, empowered participants to prioritise preventive screening, and contributed to fostering a health-conscious culture within the institution. The success of the camp underscores the importance of continuing similar initiatives in the future to support women's health, promote early diagnosis, and reinforce the institute's commitment to the well-being of its staff.


Report Submitted by: Ms. Sony P Gopinath, Department Secretary, IQAC, AIMS Thrissur



Approved by: Dr. Betsy Thomas, Principal, Women Cell and IQAC Chairperson, AIMS Thrissur

BREAST CANCER DETECTION CAMP



Amala
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FOR BY **WOMEN**
Breast Cancer Detection Camp
THEME: EARLY DETECTION SAVES LIVES!



**October
23 & 24**
12.00pm-3.00pm

**Breast Cancer
AWARENESS MONTH**


**Gynaecology OPD
AIMS, Thrissur**

Who Can Participate
All female staff members of Amala Institute of Medical Sciences. (Examinations will be conducted by female medical professionals)

To Register, Contact
Gynaecology OPD:
0487-301124 (Code: 1124)

The examination will be conducted free of cost. If required, mammograms will be provided at a concessional rate.

REDEFINING CARE EVERYDAY IN EVERY WAY
www.amalaims.org
FOR APPOINTMENTS: 0487 230 4000



Amala

INSTITUTE OF MEDICAL SCIENCES
NABH & NABL ACCREDITED (ISO 9001:2015)
Amala Nagar, PG, Thrissur, Kerala



Celebrating Care and Compassion: 6th Edition of Amala Mother & Child Healthcare Project

The 6th edition of the Amala Mother & Child Healthcare Project was held on April 22, 2025, at the Amala Auditorium in Thrissur. This special gathering brought together over 500 mothers and their children who have directly benefited from the project over the years, along with 100 newly registered pregnant women joining the initiative for the first time. The project, which stands as a model of compassion-driven healthcare, provides completely free treatment and continuous medical support from the moment a child is conceived until the child completes 1,000 days of life. This critical window—spanning pregnancy through a child's first two years—is widely recognized as the foundation for a healthy future, and Amala's efforts ensure that mothers and babies from all walks of life receive the care they need during this crucial period.

The event was graced by several notable guests, including social media stars Mary and Jinsan—affectionately known as Amamma and Kochu Monu—who participated as the chief guests and added warmth and charm to the occasion. Smt. Leela Ramakrishnan, President of Puzhakkal Block Panchayat, delivered the keynote address, highlighting the importance of maternal wellness and community-supported healthcare. The stage was also shared by Fr. Julius Arakkal C.M.I. (Director, Amala), Fr. Shibu Puthenpurackal (Joint Director), Dr. Sister Lucelle (Project Coordinator from Germany), Dr. Anoj Kattukaran (Head of Gynaecology), Dr. Kalyani Pillai (Head of Paediatrics), and Sister K.J. Kochumary (HOPE In-Charge). Each speaker reinforced the core mission of the project—to deliver timely, affordable, and dignified care to every mother and child in need.

Through the Amala Mother & Child Healthcare Project, Amala Institute of Medical Sciences has already invested close to ₹2 crore to ensure that essential maternal and child healthcare is not a privilege but a right for every family. The project reflects Amala's broader vision of holistic, inclusive medical care, combining medical expertise with human empathy. This event not only celebrated the physical and emotional journey of hundreds of mothers but also served as a powerful reminder of what can be achieved when medicine, community, and compassion come together. As the project grows, it continues to embody Amala's mission: to redefine care every day, in every way, for a healthier and more hopeful tomorrow.



Betsy

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AMALA NAGAR, THRISSUR-680 555

Strength in Self-Defence: Celebrating Women's Power at Amala

Event Title	International Women's Day Celebration
Date	March 8 th , 2025
Venue	Amala Auditorium
Organized by	Amala Institute of Medical Sciences
Key person in charge	Adv. Phinergeev Alappatt V
Theme	Social Determinants and Wellbeing program

On the occasion of **International Women's Day**, the **Amala Institute of Medical Sciences, Thrissur**, organized a powerful and engaging event titled "**Be Safe Wherever You Are!**" on **March 8, 2025**, at the **Amala Auditorium**. The event, conducted from **3:00 PM to 4:30 PM**, aimed to empower women by providing them with practical self-defence skills and boosting their confidence to face real-life situations. With a strong turnout from students, faculty, and women from the surrounding community, the atmosphere was charged with enthusiasm and a collective spirit of empowerment.

The highlight of the program was the **self-defence training session**, led by two accomplished women from the police force—**Ms. Shiji P. B.**, Assistant Sub Inspector and certified Self-Defence Master Trainer from Thrissur City, and **Ms. Sheeja I. A.**, Senior Civil Police Officer. Their session was filled with interactive demonstrations and hands-on techniques focused on situational awareness, quick reflexes, and defensive strategies using simple, effective moves. The trainers also emphasized mental preparedness and presence of mind, which are crucial for self-protection in challenging scenarios. Their dynamic teaching approach helped participants engage deeply and practice skills that could make a life-saving difference.

This event was not just a celebration but a **meaningful step toward real empowerment**. Through this initiative, Amala Institute reinforced its commitment to **women's safety, confidence, and independence**. Participants walked away not only with physical techniques but also with a renewed sense of self-worth and the courage to stand up for themselves. As the program concluded, it was clear that this Women's Day was marked not only by awareness but by **action**, leaving a lasting impact on all who attended.



Be Safe wherever you are!

This Women's Day, empower yourself with the gift of self-defence with Amala and reclaim the freedom you truly deserve.

Date: March 8, 2025 | Venue: Amala Auditorium

Time: 3.00pm-4.30pm

Join our self-defence class led by:



Ms. Shiji P. B.
Assistant Sub Inspector &
Self Defence Master Trainer
Thrissur City



Ms. Sheeja I. A.
Senior Civil Police Officer



**International
WOMEN'S DAY
Celebrations@Amala**

For more details contact:
Adv. Phinergeev Alappatt V.
9544002818

REDEFINING CARE EVERYDAY IN EVERY WAY
www.amalaims.org
FOR APPOINTMENTS: **0487 230 4000**



Amala
INSTITUTE OF MEDICAL SCIENCES
NABH & NABL ACCREDITED ISO 9001:2015
Amala Nagar PO, Thrissur, Kerala.

Women's Day

celebrations March 8th 2025

showcase your *talent* in **3** min at

Amala Square

Last date for apply
Feb 28

Scan QR Code



For Participate

Amala
GOPIAL



REDEFINING CARE EVERYDAY IN EVERY WAY

Amala



A Place to Pause, A Path to Well-being
Refresh Your Day, Restore Your mind & Soul

Wellness

Amala
Wellness
Center

Amala
Wellness
Center

welcome

welcome

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CARE
everyday
in every way

FUNDRAISING PROGRAMMES

Fun-games Stalls
Amalonam Photo Booth
Caricature You

COMMON PROGRAMMES

Thiruvathirakkali by Nurses
Onam Skit
Chendakottu

CULTURAL COMPETITIONS

Nadanpaattu
Onam Fusion Dance
Onappaattu
Semiclassical Dance
Onam Skit
Pulikkali
Tableau
Vanchippaattu
Cinematic Dance
Malayali Manka &
Kerala Sreeman Competition
Vadamvali Competition

അമലോണം

നന്മയുടെ
ഓണം '24
നാടിൻ്റെ നന്മയ്ക്കായ്

September 13, 2024
@ Amala Auditorium

Onam Charity Fundraising Games:
11.00 am onwards

**Amalonam 2024 Inauguration &
Cultural Events:** 02.00 pm onwards



Stay tuned

Ref:-AIMS:HR I (P) CON 1331

Welfare Measures

Statutory Welfare Measures

- Employee Provident Fund Scheme
- ESI Scheme
- Gratuity Benefit
- Festival Allowance
- Maternity Leave with Pay as per policy
- Miscarriage Leave with Pay as per policy
- Sick Leave
- Annual Leave and Casual Leave
- DA (Dearness Allowance)

Non-Statutory Welfare Measure

1. *Health & Well-being*

- Staff Wellness Clinic (Counselling)
- Staff Gymnasium & Fitness Centre
- Staff and Student Clinic (ARCH)
- Amala Family Care Scheme – All employees are eligible for a 10% discount on inpatient (IP) and outpatient (OP) bills exceeding Rs. 1,000/-. Employees who have completed more than 10 years of service at Amala are eligible for a 15% discount. Additionally, an emergency medical credit facility of Rs. 10,000/- shall be available to all employees.
- Additional concessions on the bill of family members as periodic installment.
- Annual Health Checkup
- Pandemic duty Special Allowance
- Communicable Disease Special Leave with Pay

2. *Financial Benefits*

- Salary Advance Scheme
- Grade Allowance after Progression
- Honorarium Pay
- Subsidized Canteen Facility
- Staff Quarters
- Seed Money / Financial Aid – Research & Publications

3. *Recreational & Social*

- Staff Tour & Dept tour
- Festival Celebration
- Memento to Employees after 10 Years of Service during resignation & during Retirement
- Honouring Retiring Staff at Farewell
- Recognition for Achievements
- Recognition of Doctoral Degree and Publications



P.T.O

- Department Day
- Staff are given the unique opportunity to feature as actors or models in hospital advertisements.

4. Leave (beyond statutory) for Employee Development

- Special Leave in peculiar occasions
- Paid Conference Leave (Duty Leave) and Sponsorship
- Duty leave for Assessors to conduct Assessments
- Leave for travelling abroad
- Gift from management to all staff

5. Facilities & Infrastructure

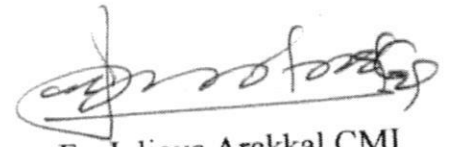
- Accommodation Facility (Hostel)
- In-Campus Child Care Facility (Crèche)
- Playing Ground Facility
- Vehicle Parking Facility
- Library Facility

6. Scholarship/Education

- Scholarship for Children of Amalites Pursuing Higher Studies @ Amala Institute of Medical Sciences.
- Priority for Admissions at school and colleges under Devamatha Province.

7. Committes

- Internal Complaints Committee (ICC)
- Grievance Redressal Committee (GRC)



Fr. Julious Arakkal CMI
Director



Betsy

Dr. BETSY THOMAS
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