

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES, NEW DELHI**  
**OFFICE OF DIRECTOR**

F.No. 40-30/2025-Estt.I

31.01.2025

**OFFICE MEMORANDUM**

**Sub: Noisy & improperly maintained kitchen trolleys reg.**

The undersigned has taken rounds of various clinical areas of the AIIMS Hospital & Centres and it has been noted that the kitchen food serving trolleys are not properly maintained and their wheels are making a lot of noise while travelling. This is not an acceptable practice and reflects poor attention to maintenance by the concerned staff.

Accordingly, it is desired that a thorough maintenance check be done for all the Kitchen Trolleys to ensure their proper upkeep. The wheels used should be noise free and should be lubricated from time to time if required.

Further, for all new kitchen trolleys being procured, special attention should be given to the specifications of the wheels being prescribed and modern noise free castor wheels of best quality should be used.

 31/1/2025

**Prof. M Srinivas**  
Director

**Distribution** (with a request to also circulate it to all officials under their control)

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2. Addl. Director (Admin)
3. Medical Superintendent (AIIMS)
4. Chiefs' of all Centres / Head, NCI Jhajjar
5. Heads' of all Departments
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