

Minutes of the Meeting

A meeting of the Committee was held on 03/03/2022 under the Chairmanship of Vice-Principal to review appointment policy and to frame policy for engagement of Non.PGJR/Senior Residents in patient care interest. The following members attended the meeting: -

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| 1. Dr. Atul Goel, HOD, Medicine/Vice Principal | - Chairman |
| 2. Dr. V.K.Sharma, AMS | - Member |
| 3. Dr. Anju Seth, Dir. Pro. Pediatrics | - Member |
| 4. Dr. Dinesh Kataria, HOD Psychiatry | - Member |
| 5. Dr Anupam Prakash, HOD Accident & Emergency | - Member |
| 6. Sh. Sunil KS Bhadoria, DD(A) | - Member Secretary |

1. The Committee made the following recommendations regarding selection of the Junior Resident (NPG) on regular basis: -

a) The selection process for Medical (Non-PG JR) will be on the basis of written test followed by counselling and for BDS (Non-PG JR will be on the basis of written test only. These practices will be followed twice in a year i.e in the month of April and October.

Candidates who have passed MBBS/BDS recognized by NMC/NDC and should have registered with Delhi Medical Council/Delhi Dental Council or applied for registration will be eligible for selection.

b) The committee recommended that there should be written test of one hour based on the MCQs for a maximum 50 marks on date specified in the advertisement. & followed by Interview & Seminars

c) There should be negative marking $\frac{1}{4}$ mark for each wrong answer. The existing practice of counselling of candidates after written examination will have to be continued. However, no marks will be awarded on basis of counseling. The purpose of counseling is choice of Department in which the Non-PG JR is to be posted, which will be allowed on basis of higher score in written examination.


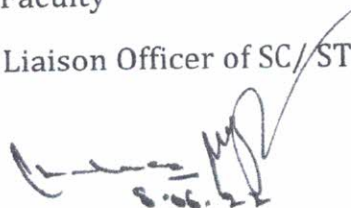
d) For counselling purpose and written test, the following committee is constituted: -

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| i. Vice-Principal | - Chairperson |
| ii. Faculty | - Member |
| iii. Liaison Officer of SC/ ST | - Member |
| iv. Liaison Officer of OBC | - Member |

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approved
Atul Goel
Dinesh Kataria

v) Liaison Officer of EWS - Member

- e) Written exam will be taken only for regular appointment and merit list will be prepared on the basis marks obtained.
- f) Counselling will be held for MBBS (NPG) to allocation of Departments and No counselling will be held for BDS (NPG).
- g) MCQ exam will be set by Committee Members from question bank obtained from LHMC Departments.
- h) BDS MCQ exam will be held by Committee from question banks obtained from other Institutions.
- i) Regular appointment in respect of Non- PG JR will be for the period of six months. It may be further extended upto 01 Year on the recommendation of the HoD as per satisfactory performance.
- j) For regular appointment of NPGJRS (MBBS/BDS), only registration will be made for issuance of admit card to appear in exam on same day but no scrutiny will be done for appearing in exam. After exam, scrutiny will be done for qualifying candidates as per eligibility for joining of duties in this Institution.
- k) Candidates equal to the number of vacancies available will be recommended for selection.
- l) Besides waitlist will also be prepared with candidate number equal to number of vacancies provided such number of qualifying candidates are available.
- m) In addition to selection of the JRs (NPG) on tenure/regular basis, the practice of appointment of JRs on ad-hoc basis will be continued in view of patient care as per the following detail: -
- i) The ad-hoc appointment will be made on the basis of roster points only, the roster will be prepared by Admn.I Section and same will be vetted by the respective Liaison Officers.
- ii) The practice of displaying the vacancy position on the official website of this Institution after vetting by Liaison Officers, as and when required, will be followed.
- iii) For ad-hoc appointment of Non-PG JR the following committee is constituted for interview/ counselling: -
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|-------------------------------|---------------|
| i. Vice-Principal | - Chairperson |
| ii. Faculty | - Member |
| iii. Liaison Officer of SC/ST | - Member |



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- iv. Liaison Officer of OBC - Member
- v) Liaison Officer of EWS - Member

iv) The Committee observed that ad-hoc appointment in the grade of JR (NPG) should not be adopted as a via media for appointment of JRs (NPG) against the tenure/regular post. Therefore, ad-hoc appointment should be restricted to 06 months only. Extension may only be considered by the appropriate Authority if posts remain vacant even after attempts to fill them up on regular basis fail. Appointment should be made against available vacancies/slots keeping in mind patient care services.

v) Ad-hoc appointment should be given initially for 89 days extendable to 06 months as & when required on the basis of walk in Interview, However, the appointment will be subject to further extension, based on the satisfactory performance appraisal from the concerned Head of the Department /un-availability of the vacancy /availability of regular candidate. The proper roster for category should be vetted by Liaison Officer (SC/ST/OBC/EWS) from time to time as and when required.

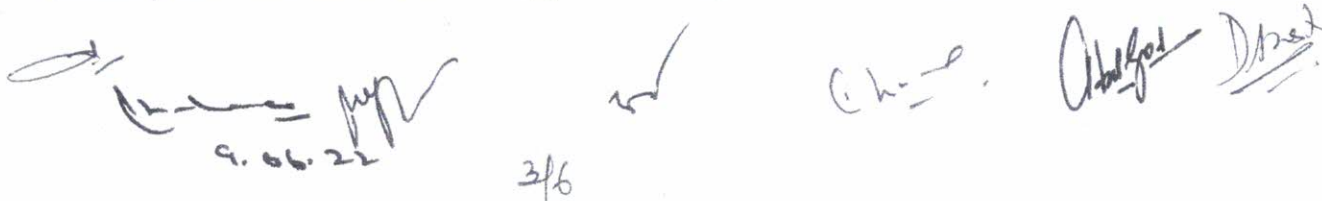
vii) The candidates appointed on ad-hoc basis should normally complete their tenure of 89 days. However, in deserving cases of future growth and career progression, a notice period of 10 days will be accepted. The candidate may choose to pay equal amount in lieu of notice period. In no case, the candidate stops attending duties without proper approval of Director, failing which, this fact may be highlighted in the relieving or experience letter.

vii) The candidates appointed on ad-hoc basis would not have a right to be appointed on tenure/regular bases and they have to compete with the other candidates for appointment on the tenure/regular basis.

2. The committee made the following recommendations regarding the selection of the Senior Residents on tenure/regular basis: -

a) The selection process for tenure/regular selection of Senior Resident will be held twice in a year i.e in the month of June and December. Written exam will be taken only for tenure/regular appointment.

Candidates who have passed MBBS/BDS with PC Degree /Diploma/DNB recognized by NMC/NDC and should have registered with Delhi Medical Council/Delhi Dental Council or applied for registration are eligible.

Handwritten signatures and dates at the bottom of the page. On the left, there is a signature with the date "9.06.22" written below it. In the center, there is a checkmark and the number "3/6". On the right, there are several more signatures, including one that appears to be "Abulhasan" and another that looks like "Dhruv".

- b) The committee recommended that there should be screening test of one hour based on the MCQs for the maximum marks of 60, each department will conduct the theory exam (MCQ based) on date specified in the advertisement.
- c) 01 marks for correct answer.
- d) There should be negative marking of $\frac{1}{4}$ mark for each wrong answer.
- e) There should be no negative marking for the non-attempted question.
- f) Department concerned will display the merit list of qualified candidates (category wise) next day at 12.00 Noon.
- g) The candidates three times of the vacancies (or less if not available) who qualify screening test will be called for department assessment by a panel under Chairmanship of Director/Vice-Principal.
- h) Weightage of assessment will be 40 marks.
- i) Breakup of 40 marks are as follows: -

Assessment Chairman-10 + subjects experts (10+10)	30 marks
Publication (01 marks for each)	Maximum 04 marks
Presentation of paper in CME/ Conference etc. (01 marks for each)	Maximum 03 marks
Distinction/ Awards/ Medals during M.B.B.S & M.S/M.D(01 marks for each)	Maximum 03 marks

- j) The Committee for assessment would be :-
- | | | |
|--|---|----------|
| i. Director / Vice Principal | - | Chairman |
| ii. HoD of the concerned Deptt. | - | Member |
| iii. Second senior most faculty member in the concerned Deptt. | - | Member |
| iv. Liaison Officer of SC/ST | - | Member |
| v. Liaison Officer of OBC | - | Member |
| vi. Liaison Officer of EWS | - | Member |
- k) Merit list will be prepared on the basis of combined marks of Screening Test and assessment.

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Ch. - [Signature]

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- l) The candidates equal to number of vacancies available will be recommended for selection in each category.
- m) Besides a panel for waitlist will also be prepared equal to the number of vacancies provided such number of quailed candidates are available in each category.
- n) In addition to selection of the SRs on tenure/regular basis, the practice of appointment of SRs on ad-hoc basis will be continued in view of patient care as per the following detail: -
- i) The ad-hoc appointment will be made on basis of roaster points only, the roster will be prepared by Admn.I Section and same will be vetted by respective Liaison Officers.
- ii) As and when required, the practice of displaying the vacancy position on the official website of this Institution after vetting by Liasion Officer, will be followed.
- iii) The appointment of SR on ad-hoc basis will be considered by the committee as per the following detail: -

Vice Principal	-	Chairman
HoD concerned deptt.	-	Member
Liaison Officer of SC / ST	-	Member
Liaison Officer of OBS	-	Member
Liaison Officer of EWS	-	Member

o) The Committee observed that ad-hoc appointment in the grade of SR should not be adopted as a via media for appointment of SRs against the tenure/regular post. Therefore, ad-hoc appointment should be restricted to 06 months only. Extension may only be considered by the appropriate Authority if posts remain vacant even after attempts to fill them up on regular basis fail. Appointment should be made against the available vacancies keeping in mind patient care services.


p) Ad-hoc appointment should be given initially for 89 days extendable to 06 months as & when required on the basis of walk in Interview, However, the appointment will be subject to further extension, based on the satisfactory performance report from the concerned Head of the Department /un-availability of the vacancy /availability of regular candidate. The proper roster for category should be vetted by Liaison Officer (SC/ST/OBC/EWS) from time to time as and when required.


q) The candidates appointed on ad-hoc basis should normally complete their tenure of 89 days. However, in deserving cases of future growth and career

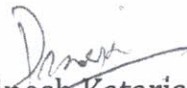
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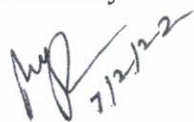
progression, a notice period of 10 days will be accepted. The candidate may choose to pay equal amount in lieu of notice period. In no case, the candidate stops attending duties without proper approval of Director, failing which, this face may be highlighted in the relieving or experience letter.


r) The candidates appointed on ad-hoc basis would not have a right to be appointed on tenure/regular bases and they have to compete with the other candidates for appointment on the tenure/regular basis.


Sh. Sunil KS Bhadoria
Member Secretary


Dr Anupam Prakash
Member


Dr. Dinesh Kataria
Member


7/2/22
Dr. Anju Seth
Member


Dr. V.K.Sharma
Member


Dr. Atul Goel
Chairman


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