

MANUAL 1

[Section 4(1) (b) (i)]

Objectives

- ❖ To attain excellence in medical education
- ❖ To provide highest quality of patient care
- ❖ To undertake and promote research in medical sciences

Brief History

Maulana Azad Medical College and associated hospitals complex consist of five integral units namely, Maulana Azad Medical College, Lok Nayak Hospital, Govind Ballabh Pant Hospital, Guru Nanak Eye Centre. The College made its humble beginning in hospital block of Irwin (Lok Nayak) Hospital in 1958. In 1964, Govind Ballabh Pant Hospital was added to the complex to provide training facilities and super specialities. The Guru Nank Eye Centre came into existence on 20th December, 1977. The College is named after a great patriot and educationist Maulana Abul Kalam Azad. The foundation of main building of the college was laid by Pandit Govind Ballabh Pant, the then Home Minister of India, on 24th October, 1959. This building was declared open by the first Prime Minister of India, Pandit Jawahar Lal Nehru on 26th February, 1961. Since its foundation, the College has successfully trained 7469 Medical Graduates 371 Dental Graduates and 3914 Post Graduates. The College has now completed 57 years and has emerged as one of the premier medical institutions of India.

Sushrita Trauma Center at 9, Metcalf Road (Near ISBT) was added to the complex. It is the annexe of the L.N. Hospital. It has a multidisciplinary approach. It is equipped to handle cases of polytrauma through team of specialists Recently CNBC is added and affiliated to MAMC and situated at Geeta Colony, Delhi in 1.6 Hectare area. OPD was started in September, 2003 & indoor facility was started in February, 2005. It provides comprehensive medical care for all pediatric medical and surgical illnesses.

UNDER-GRADUATE COURSES:

(A) M.B.B.S. COURSE: 200 students are admitted annually. The distribution of seats is as follows:

Category	Seat Allotted by Delhi University for the session 2015
DPMT (GEN.)	100
SC	31
ST	16
OBC	56
CWWAPP	05
CBSE (AIQ)	36
GOI (Central Pool reserved seat	06

(B) ADMISSION

- (i) Selected candidates are required to deposit fees in person as early as possible after the announcement of selection and in any case before the notified date for the purpose, failing which admission will lapse automatically without any further notification and the seat shall be offered to next on waiting list
- (ii) The fee is accepted subject to execution of bond to serve in rural areas for a period of two years as per terms and conditions mentioned in the bond. Hence, every student is required to execute the bond.
- (iii) Selected candidates will be required to undergo medical examination by the medical officers appointed for the purpose. Candidates found medically unfit will not be admitted.

(C) FEES AND OTHER CHARGES:

(i) The fees payable are:

- a. Annual Tuition Fee.....240.00
- b. Annual Library Fee.....100.00
- c. Annual Laboratory Fee.....10.00
- d. University fees, stipulated by the
Delhi University i.e. enrolment fee.....300.00
- (Those who are not already enrolled with University of Delhi)
- e. Annual Special University fee.....25.00

from student of Delhi University only

f. Security deposit for breakage etc.....2,000.00

(Refundable on completion of the course)

g. Medical Examination Fee.....25.00

(ii) Other Annual Charges:

a. Students' Union and Cine Club Fund..... 500.00

b. Games and Sports Fund.....250.00

c. College Journal (Magazine fee)..... 100.00

d. University Athletic Fee.....20.00

e. University Cultural Council Fee..... 5.00

f. Students' Aid Fund.....10.00

g. Students' Stationery Fund.....50.00

h. Information Bulletin Fee.....100.00

i. Identity Card Fee.....75.00

j. World University Service Fee.....5.00

k. University Development Fee..... 300.00

l. NSS fee..... 20.00

m. Sexual Harrassment Policy Fund.....10.00

(D) HOSTEL CHARGES:

(a) Single seated room – Rs. 50/- per resident, per month including electricity and water charges.

(b) Triple seated room – Rs 30/- per resident, per month including electricity and water charges.

(c) Hostel Welfare Fund @ Rs. 500/- per month per MBBS/BDS UG Student and @ Rs. 250/- per month per Junior Resident

(d) Security deposit of Rs. 2000/- (Hostel & Mess Security) shall be charged from all the inmates. It shall be refunded on their leaving the hostel. The College reserves the right to alter the College prospectus and terms and conditions at any time and such alterations will be binding on the students.

(e) Defaulters shall deposit their fees with fine of Rs. 25/- per day w.e.f. 1st August of that year till the end of June next year. After that the name of the student shall be

struck off from the College rolls on 1st July. Thereafter an amount of Rs. 1,000/- per month shall be charged as penalty before re-admission in addition to the total amount of penalty for late fees @ Rs. 25/- per day for the period of one year i.e. from 1st August of that year till the end of June, next year.

Note: Security deposit is refundable after completion of internship

(E) COURSES OF STUDIES

The course of study for MBBS degree and all related examinations will be according to rules and regulations of Delhi University.

Students after passing the Final MBBS examination must register themselves provisionally with the Delhi Medical Council before they can be permitted to join the compulsory internship programme, as required under Medical Council Act.

(F) STUDENTS' AID FUND

A Students' Aid Fund exists in this Institute. The objective of the Fund is to render financial assistance to needy students to meet their tuition fee, examination fee books, hostel, mess, clothing or medical expenses etc. The assistance will be given in the form of grants or interest free loans depending on the availability of funds. No. scholarship will be given from this fund.

The functions and administrations of the fund are governed by the rules framed for the purpose.

Note: The scholarship shall be revised after each University Examination on the basis of marks obtained and subjects to fulfillment of following conditions: -

(G) ATTENDANCE:

The requisite percentage of attendance in the Class/Wards/Laboratories, as per rules and regulations laid down in the Ordinance of the University of Delhi, will be necessary before the student is sent for University Examinations.

75% of attendance in a subject is compulsory for appearing in the University Examination.

Student enjoying the benefit of Scholarship or Freeship will lose privilege in case he/she fails to secure 75% attendance and/or violate the rules of discipline of the institution.

Note: The admission to medical courses shall close on 30th September of the year. In case students admitted beyond 30th September, due to reasons whatsoever, they will not be eligible to appear in the annual examination at the end of 2nd semester.

However, they may be eligible to appear in the supplementary examination, if otherwise eligible. The supplementary batch students of first professional will appear in the second professional examination conducted by the University provided he/she completed required training i.e. 18 months of study, if otherwise eligible.

(H) EXAMINATIONS:

(i) Terminal Examination will be held at the end of each term. Marks obtained in these examinations and day to day work shall be counted in the University Examinations. Student must secure at least 35% internal assessment in theory and practical consolidated both in a particular subject in order to be eligible to appear in the final University Examination of the subject.

(ii) Any student found guilty of using unfair means in the examination will be subjected to disciplinary action.

(I) COMPULSORY HINDI TEST

All students are required to pass an examination in Hindi at the end of the first or second year of MBBS course if he/she has not passed Hindi at the VIII standard (Minimum), unless he / she has been exempted by the Delhi University. Adequate arrangements for preparing the students for this examination are available at the Institution.

POST-GRADUATE COURSES:

POST-GRADUATE/POST-DOCTORAL DEGREES COURSES (M.A.M.C.)

NUMBER OF ADMISSIONS: 197 (193+4)

Post Doctorate: M.Ch. Paediatric Surgery (03), DM Cneontology(02)

M.D.: Anesthesia (10), Biochemistry (8) Dermatology including Venerology (3), Forensic Medicine (5) Medicine (17), Microbiology (10) Obstt. And Gynecology (11) Pathology (7), Pediatrics (15), Pharmacology (5), Physiology (4), Community Medicine (8), Psychiatry (3) Radio-Diagnosis (6), Radio-Therapy (2).

M.S.: Anatomy (5), E.N.T. (5), Orthopedics (7) Ophthalmology (11), Surgery (16)

Microbiology: 10 seats are recognized but due to lack of faculty only 5 seats allowed by Delhi University

Pathology: 7 seats are recognized but lack of facilities only 5 seats are allowed by Delhi University

Psychiatry: 3 seats are recognized but lack of facilities only one seat are allowed by Delhi University

POST-GRADUATE DIPLOMA COURSES (M.A.M.C.)

NUMBER OF ADMISSION:

D.A. (7) D.C.H. (3), D.G.O. (4), D.M.R.D. (1), D.O. (4), D.L.O. (1)

POST-DOCTORAL COURSES (G.B.P.H.)

NUMBER OF ADMISSIONS:

D.M. Cardiology (5), D.M. Neurology (4), M. Ch. Cardiovascular Thoracic Surgery (4),
D.M. Gastroenterology (3) M.Ch. Neuro- Surgery (4) M. Ch. Gastrointestinal Surgery (2)

DURATION OF COURSES:

Post doctoral Courses : Three years

MD/MS Courses : Three years

Diploma Courses : Two years

Post Graduate Diploma in Geriatric Medicine (PGDGM)

Maulana Azad Medical College is the programme study center for PGDGM Course of Indira Gandhi National Open University, MBBS doctors are eligible for this course of one year duration. The course is not recognized by Medical Council of India. The advertisement for admission appears in the month of June and the course starts from 1st January every year. Dr. G.K. Ingle, Dir., Prof. & Head of Deptt. Of Community Medicine may be contacted for further information.

Post-Graduate Diploma in Maternity and child Health (PGDMCH)

Maulana Azad Medical College is a Programme Study centre for PGDMCH course of Indra Gandhi National Open University. Dr. S. Batra, Director Prof. & Head of Obst. & Gynae is Programme Study Center Incharge.

Post-Graduate fellowship in HIV/AIDS Medicine

From 2006, the College is conducting one year Post Graduate Fellowship in HIV/ AIDS

Medicine. MBBS doctors can seek admission for the course. The coordinators for the course are Dr. S. Garg & Dir. Prof. Dr. V.K. Gupta of Community Medicine.

Associate fellowship in Industrial Health

Interested candidates my contact Center for Occupational Health & Environment Medicine near B.L. Taneja Block, MAMC

HOSTELS:

Provost: Dir. Prof. G.K. Ingle, HOD, Community Medicine

Wardens:

Name of Hostel	Name of Warden	Name of Asstt. Warden
Old Boys Hostel	Dr. Sreenivas M (Forensic Medicine Deptt)	-
New Boys Hostel	Dr. Rajdeep Singh (Surgery Deptt.)	Dr. Rajdeep Singh
Old Girls Hostel	Dr. Rewa Tripathi OBG Deptt.	Dr. Renna Tomar
New Girls Hostel	Dr. Neelam Vasudeva Anatomy Deptt.	----
P.G. Mens Hostel	Dr. G.K. Ingle Community Med. Deptt.	Dr. Ishwar Singh ENT
P.G. Womens Hostel	Dr. Richa Dewan Medicine Deptt.	---
Old Resident Hostel	Prof. Dheeraj D. Buchade	---
Resident Doctor's Hostel, GBPH	Dr. Poonam Sachdeva	---

UNDER GRADUATE HOSTEL ALLOTMENT OF ROOMS RULES 1977

First modification: May 1996

Second amendment: 2010

RULE-I

Short Title, Application & Commencement:

- Mess is compulsory and the charges will be fixed by the Mess Committee and payable strictly in advance every month by the due date.
- Hostel fee has to be paid once a year in the month of Feb-March. The

defaulters can pay the fee along with a fine of Rs. 10/- per day till 15 days from the last date prescribed for the same. In case the hostel fee and other charges along with fine are not paid by the due date, overstay shall be treated as unauthorized occupation of the room and the action in accordance with rules shall be taken.

- No resident shall remain absent from the hostel during night without written permission of the warden.
- Application for leave for absence from the hostel shall be made in advance to the warden. Residents will make sure that their leave applications are sanctioned before they leave the hostel.
- The Warden has the right to refuse admission to the hostel premises to any one considered undesirable. Guests shall not be allowed to stay in the hostel. However, in exceptional circumstances they may be allowed to stay for not more than 48 hours with the prior written permission of the warden.
- No combustible fire arms or lethal weapons are allowed to be carried by or kept in the hostel by any resident.
- All hostellers should sign their attendance daily between 10.00 PM and 11.30 PM on the attendance register available with the Chowkidar on duty. They should also mention the time. In case biometric attendance system is installed then they should mark their attendance with the same.
- All hostellers except those who are on hospital duties should be present in the hostel after 10.00 PM
- No resident shall use or keep in his/her possession intoxicating drug or liquor.
- Interference with the electric installations of the hostel by resident is not permitted. Residents must ensure that the lights and fans are switched off when the rooms are unoccupied. Use of A/Cs & heaters are not permitted. Failure to comply with rules will make them liable to pay fine of any amount fixed by warden/Dean.
- Residents are liable to punishment by the warden if found responsible for allowing the water running waste or keeping bathroom light on after use.
- Students should not avail services from unauthorized personnel and only authorized dhobis, barbers and tailors (as authorized by the warden) will work in the hostel premises.
- No meeting or gathering of the residents for political purpose shall be held inside/outside the hostel:- The warden may not permit the girls residents to be absent from the hostel after roll call or to stay out unless prior written permission of their parents/guardians has been obtained and shown to the warden.
- The Warden may at his discretion, refuse permission to see a girl resident unless the written permission of her parents/guardian has been obtained.
- All visitors shall have to sign, their names showing relationship with the resident concerned in the register available with the Chowkidar on duty.
- An allottee of a room shall not sublet his/her room even for a short period to another student either on paid or unpaid basis.
- Every allottee is required to carry with him/her at all times hostel identity card issued by the warden and produce the same to the authorities as and when demanded.
- An allottee of a room should not exchange his/her room with another resident under any circumstances except with the prior written permission of the Warden.

- The resident shall have to vacate the room within 7 days of the expiry of his/her lien or earlier in the event of early termination of his/her employment/admission. In case he/she does not vacate the accommodation, notice of 7 days shall be served and on the expiry of notice period the room shall be broken open in the presence of two Gazetted officers. An inventory of the articles of the allottee shall be prepared and warden will take over the charge of such articles of room. A penalty of Rs 100/- per day along with room rent and Hostel Welfare Fund shall be charged for over stay.
- A hostel welfare fund @ INR 300/- per month will be charged on an annual basis. No refund will be given if the student leaves the hostel or is expelled from the hostel.
- The student will not indulge in or support in any manner any act of ragging.
- Rent, charges, penalty are subject to revision from time to time. The hosteller will pay the amount as per the latest revisions.
- The room will be allotted for a maximum period of 5 ½ (4 ½ + 1) years only. Only in exceptional case it will be extended for those who have yet to clear their examination. They will have to apply again.
- Failure to comply with the Hostel rules may result in fine up to Rs.2000/- (Two thousand only) or expulsion from the Hostel or College or both depending upon the gravity or the violation.

(Amended September 2010)

(Rules are also available on the website: www.mamc.ac.in)

- Mess is compulsory and the charges will be fixed by the Mess Committee and payable strictly in advance every month by the due date.
- Hostel fee has to be paid once a year in the month of Feb-March. The defaulters can pay the fee along with a fine of Rs. 10/- per day till 15 days from the last date prescribed for the same. In case the hostel fee and other charges along with fine are not paid by the due date, overstay shall be treated as unauthorized occupation of the room and the action in accordance with rules shall be taken.
- No resident shall remain absent from the hostel during night without written permission of the warden.
- Application for leave for absence from the hostel shall be made in advance to the warden. Residents will make sure that their leave applications are sanctioned before they leave the hostel.
- The Warden has the right to refuse admission to the hostel premises to any one considered undesirable. Guests shall not be allowed to stay in the hostel. However, in exceptional circumstances they may be allowed to stay for not more than 48 hours with the prior written permission of the warden.
- No combustible fire arms or lethal weapons are allowed to be carried by or kept in the hostel by any resident.
- All hostellers should sign their attendance daily between 10.00 PM and 11.30 PM on the attendance register available with the Chowkidar on duty. They should also mention the time. In case biometric attendance system is installed then they should mark their attendance with the same.
- All hostellers except those who are on hospital duties should be present in the hostel after 10.00 PM
- No resident shall use or keep in his/her possession intoxicating drug or liquor.

- Interference with the electric installations of the hostel by resident is not permitted.
- Residents must ensure that the lights and fans are switched off when the rooms are unoccupied. Use of A/Cs & heaters are not permitted. Failure to comply with rules will make them liable to pay fine of any amount fixed by warden/Dean.
- Residents are liable to punishment by the warden if found responsible for allowing the water running waste or keeping bathroom light on after use.
- Students should not avail services from unauthorized personnel and only authorized dhobis, barbers and tailors (as authorized by the warden) will work in the hostel premises.
- No meeting or gathering of the residents for political purpose shall be held inside/outside the hostel:- The warden may not permit the girls residents to be absent from the hostel after roll call or to stay out unless prior written permission of their parents/guardians has been obtained and shown to the warden.
- The Warden may at his discretion, refuse permission to see a girl resident unless the written permission of her parents/guardian has been obtained.
- All visitors shall have to sign, their names showing relationship with the resident concerned in the register available with the Chowkidar on duty.
- An allottee of a room shall not sublet his/her room even for a short period to another student either on paid or unpaid basis.
- Every allottee is required to carry with him/her at all times hostel identity card issued by the warden and produce the same to the authorities as and when demanded.
- An allottee of a room should not exchange his/her room with another resident under any circumstances except with the prior written permission of the Warden.
- The resident shall have to vacate the room within 7 days of the expiry of his/her lien or earlier in the event of early termination of his/her employment/admission.
- In case he/she does not vacate the accommodation, notice of 7 days shall be served and on the expiry of notice period the room shall be broken open in the presence of two Gazetted officers. An inventory of the articles of the allottee shall be prepared and warden will take over the charge of such articles of room. A penalty of Rs 100/- per day along with room rent and Hostel Welfare Fund shall be charged for over stay.
- A hostel welfare fund @ INR 300/- per month will be charged on an annual basis. No refund will be given if the student leaves the hostel or is expelled from the hostel.
- The student will not indulge in or support in any manner any act of ragging.
- Rent, charges, penalties are subject to revision from time to time. The hosteller will pay the amount as per the latest revisions.
- The room will be allotted for a maximum period of 5 ½ (4 ½ + 1) years only. Only in exceptional case it will be extended for those who have yet to clear their examination. They will have to apply again.
- Failure to comply with the Hostel rules may result in fine up to Rs.2000/- (Two thousand only) or expulsion from the Hostel or College or both depending upon the gravity or the violation.

POST GRADUATE HOSTEL (DELHI ADMINISTRATION)

ALLOTMENT OF ROOMS RULES 1977

First Modification: May 1996

Second Amendment: Dec, 2009

RULE-I

Short title, Application & Commencement:

1. These Rules may be called the M.A.M. College Post-graduate Hostel (Allotment of Residential Accommodation Rules, 1977)
2. These rules will come into force with effect from 1st May.2010.

RULES-II DEFINITIONS

In these rules unless the context otherwise requires-

1. "Allotment year" means the calendar year beginning from the date of admission to the postgraduate programme.
2. "Mess Committee" means a Committee duly selected by the residents of the hostel.
3. "Warden" means any officer employed in any of the three Institutions and appointed to act as Warden in respect of the/hostel by an order of the Dean, M.A.M. College.
4. Disciplinary Authority will mean the warden of the hostel.

RULES-IIIPOWERS TO MAKE ALLOTMENT:

1. The Allotment of residential accommodation in the said P.G. Hostel shall be made by the Warden duly appointed after inviting applications from the senior/junior residents every year. The room will be allotted for 3 years only.

RULE IV

1. A sum of Rs.150/- (Rupees One hundred and fifty) per month shall be payable by each allottee resident towards Hostel Welfare fund. The allottee will pay the HWF for entire period of 2 / 3 years as applicable. In case the allottee leaves the hostel before completion of his tenure, he/she will be entitled for refund for the remaining period. No arrear will be charged from the present allottees.
2. A sum of Rs.2000/- (Rupees two thousand only) shall be payable by each allottee resident as Security deposit for breakage etc. which will be refundable at the time of their leaving the hostel.
3. Mess charges as fixed by the Mess committee shall be payable every month.
4. The postgraduate students, who have passed the examination and is unable to vacate the room, shall pay at the rate of Rs.200/- per day after 7 days of maximum

allowable period. In case of failure in examination, the candidate may retain accommodation till he or she passes out at the rate of Rs 1000/- month. The sum will be paid in advance for the duration. The period shall extend maximum upto first attempt for students who are outsider on submitting the recommendation from HOD.

5. The Ph.D. students will be provided accommodation if it is available after catering postgraduate degree and diploma students.

RULE V

PRIORITIES FOR ALLOTMENT:

Priorities:

Outsiders followed by Delhites

Among Outsiders: a) Seniority wise: IIIyr, IIyr, I yr

b) Among Seniority: Group A Deptts. (Pediatric Surgery, Surgery, Medicine, Orthopedics, Pediatrics, Obs. and Gynecology, and ENT and Ophthalmology, Anesthesia (by mistake was not included))

Group B Deptts. having night duties (Radiology, Dermatology, Pathology, Microbiology, Radiotherapy and Biochemistry)

Group C Deptts. (Other Depts. such as Community Medicine, Forensic, Physiology, Anatomy)

Group D: Dental MDS students

- Delhites students including students from Noida, Ghaziabad, Faridabad and Gurgaon. Priorities as mentioned above for outsiders. For each of the above categories, a distance criteria will be as follows:
 - i) Priority according to distance: residents/ students staying beyond 20 kms., 11 to 20 kms, less than 10 kms. radius
- They will not draw House Rent allowance during their stay in PG Hostel.

RULE VI

OTHER CONDITIONS GOVERNING THE ALLOTMENT

- Cooking of any kind shall not be permissible in the Hostel. No article such as combustible fire arms or any other such material, lethal weapons etc. shall be allowed to be kept in the Hostel by any resident.
- No residents shall use or keep in his possession any intoxicating drug or liquor of any kind.

- No tempering with or misuse of electrical installation in the Hostel by the residents is allowed. Residents must ensure that the lights and fans are switched off when the rooms are locked. Installation of ACs will be permitted with the permission of warden and payment by the residents as per decision of the authority from time to time.
- Dhobi/Barber/Tailor as authorized by the Warden according to the needs of the residents only will work in the Hostel premises and none else.
- No meeting or gathering of the residents for political purposes shall be allowed to be held inside the hostel. Only the person, who has been duly allotted accommodation in the hostel, shall have the right to use particular room allotted to him. No exchange of room occupancy or any partial or full subletting shall be allowed without prior permission of the warden.
- All the residents will have their identity cards stamped from the hostel office on joining the hostel.
- The Warden has the right to refuse admission to anyone in the hostel premises if considered to be of an undesirable character. Generally guest is not allowed to stay in the hostel. In exceptional circumstances the guest will be allowed to stay in the hostel with the written permission the warden. Further the guest will be allowed to stay only for less than 48 hours.
- Residents in their own interest are advised not to keep jewelry or any other valuable commodity in their rooms. They will have to use strong and quality pad locks, which can not be easily tempered with or broken.
- Failure to comply with any of the above condition will make the residents liable to fine of Rs1000/- and/or eviction from the hostel or both.

RULE VII

TERMINATION OF ALLOTMENT

- The Resident shall have to vacate the accommodation within 7 days of completion of his residency or earlier in the event of early termination of his residency. In case of failure to vacate the room, warden will issue the eviction order and will get it vacated in presence of Senior Administrative Officer and Security Officer of MAMC.

RULE VIII: INTERPRETATION OF RULES

1. If any question arises as to interpretation of these rules, the warden may make a reference to the Dean and decision of the Dean shall be final and binding.

RULE IX

- The disciplinary Authority for violation of any rules will be the warden.

RULE X: RELAXATION OF RULES

- The Dean shall have full powers to relax any of the provisions of these Rules in the case of any resident for reasons which will be recorded by him, in writing.

RULE XI

- An appeal against the order of disciplinary authority shall lie with the Dean, whose decision shall be final.

(Amended September 2010)

(Rules are also available on the website: www.mamc.ac.in)

- Application for leave for absence from the hostel shall be made in advance to the warden. Residents will make sure that their leave applications are sanctioned before they leave the hostel.
- The Warden has the right to refuse admission to the hostel premises to any one considered undesirable. Guests shall not be allowed to stay in the hostel.
- No combustible fire arms or lethal weapons are allowed to be carried by or kept in the hostel by any resident.
- All hostellers except those who are on hospital duties should be present in the hostel after 10.00 PM
- No resident shall use or keep in his/her possession intoxicating drug or liquor.
- Cooking is not permitted in the hostel rooms.
- Interference with the electric installations of the hostel by resident is not permitted. Residents must ensure that the lights and fans are switched off when the rooms are unoccupied. Use of A/Cs & heaters are not permitted. Failure to comply with rules will make them liable to pay fine of any amount fixed by warden/Dean.
- Residents are liable to punishment by the warden if found responsible for allowing the water running waste or keeping bathroom light on after use.
- Students should not avail services from unauthorized personnel and only authorized dhobis, barbers and tailors (as authorized by the warden) will work in the hostel premises.
- No meeting or gathering of the residents for political purpose shall be held inside/outside the hostel.
- The warden may not permit the girls residents to be absent from the hostel or to stay out unless prior written permission of their parents/guardians has been obtained and shown to the warden.
- The Warden may at his/her discretion, refuse permission to see a girl resident by visitors unless the written permission of her parents/guardian has been obtained.
- All visitors shall have to sign , their names showing relationship with the resident concerned in the register available with the Chowkidar on duty.
- An allottee of a room shall not sublet his/her room even for a short period to another student either on paid or unpaid basis.
- Every allottee is required to carry with him/her at all times hostel identity card issued by the warden and produce the same to the authorities as and when demanded.
- An allottee of a room should not exchanged his/her room with another resident under any circumstances except with the prior written permission of the Warden.
- The resident shall have to vacate the room within 7 days of the expiry of his/her lien or earlier in the event of early termination of his/her employment/admission. In case he/she does not vacate the accommodation, notice of 7 days shall be served and on the expiry of notice period the room shall be broke opened in the presence of two Gazetted officers. An inventory of the articles of the allottee shall be prepared and

warden will take over the charge of such articles of room. A penalty of Rs 200/- per day along with room rent and Hostel Welfare Fund shall be charged for over stay. The student may retain accommodation with request by him/her and duly recommended by HOD, maximum upto first attempt on payment of Rs.1000/- month. The sum will be paid in advance for the duration.

- A hostel welfare fund @ INR 150/- per month will be charged on an annual basis. No refund will be given if the student leaves the hostel or is expelled from the hostel.
- The student will not indulge in or support in any manner any act of ragging.
- Rent, charges, penalty is subject to revision from time to time. The hosteller will pay the amount as per the latest revisions.
- Failure to comply with the Hostel rules may result in fine up to Rs.1000/- (One thousand only) or expulsion from the Hostel or College or both depending upon the gravity or the violation.
- In case of dispute, Dean's decision will be final.

MANUAL 2

The Organisational Chart / Hierarchy of MAMC is on next page

The Powers and duties of officers as per Manual-2 are as follows:

DEAN: - Dean to this Institution is the administrative head. He is the principal adviser of this Institution on all matters of policy and administrative within this Institution. The responsibility of the Dean is complete and undivided. He is the Head of this Institution for all administrative, financial, medical, academic and service matters. He enjoys all financial and administrative powers of the Head of Department.

(A) Establishment Branch

The establishment matters of MAMC are dealt with by two branches respectively. While the Establishment-II Branch deals with all type of service matters of Gazetted (Medical and Non Medical) officer, the Establishment-I Branch deals with all type of service matters of Non-Gazetted (Medical and Non Medical) officials and matters relating to transport. The Coordination Branch deals with matters relating to security and sanitation.

The powers and duties of officers of Establishment branch are as under

- a) **Deputy Director**: - Deputy Director is an officer who acts on behalf of Dean. He/ She holds charge of the Institution and is responsible for the disposal of Govt. Business dealt within the division under his/her charge. He/ She should, ordinarily be able to dispose of the majority of cases coming upto him/her on his/ her own. He/ She should use his/ her discretion in taking orders of the Dean on more important cases, either orally or by submission of papers. As far as this Institution is concerned the Deputy Director is the Head of Office and responsible for all kind of decisions as per powers conform upon him/her in FR (SR).
- b) **Administrative Officer (Administration)**:- Administrative Officer (Administration) is overall supervisory in-charge of this section and in respect thereto exercises control both in regard to the dispatch of business and maintenance of discipline. Work comes to him/her from the section under his/her charge. As branch supervisory officer he/she disposes of as many cases

DEAN

HOD/Faculty	D.D. Admin		Academic Section	Estate Cell	Purchase & Stores	Planning
Anatomy	Establishment	Accounts	Academic Officer	Administrative Officer	Purchase & Store Officer	Planning Officer
Biochemistry						
Physiology	Administrative Officer	Sr. Accounts Officer	Registrar (Academic)	Dealing Assistants	Dealing Assistants	Dealing Assistants
Pathology						
Pharmacology	Superintendent	A. A. O.	Dealing Assistants			
Microbiology	Dealing Assistants	Dealing Assistants				
Forensic Medicine						
Community Medicine						
ENT						
Ophthalmology						
Surgery						
Medicine						
Obs. /Gyn.						
Pediatrics						
Pediatric Surgery						
Neonatology						
Psychiatry						
Radio Diagnosis						
Radio Therapy						
Pulmonary Medicine						
Anesthesiology						
CME						
Dermatology & STD						
Orthopaedic						

as possible at his/ her own level but takes orders of Deputy Director or higher officers on important cases.

c) Office Superintendent:-

I. General duties:

- i. Distribution of work among the staff as evenly as possible-that is one assistant should not be overloaded while the other is idle or underutilized.
- ii. Training, helping and advising the staff;
- iii. Management and coordination of the work;
- iv. Maintenance of order and discipline in the section;
- v. Maintenance of a list of residential addresses of the staff;and
- vi. Maintenance of leave account of staff under his administrative control.

II. Responsibilities relating to Dak

- i. To go through the receipts;
- ii. To submit receipts which should be seen by the Branch Officer or higher officers at the dak stage;
- iii. To keep a watch on any hold-up in the movement of dak; and
- iv. To scrutinize the section diary once a week to know that it is being properly maintained.

III. Responsibilities relating to issue of draft

- i. To see that the draft letter is perfect, i.e. all corrections have been made before it is marked for issue;
- ii. To indicate whether a clean copy of draft is necessary;
- iii. To indicate the number of spare copies required;
- iv. To check whether all enclosures are attached;
- v. To indicate priority marking; and
- vi. To indicate mode of dispatch.

IV. Responsibilities for efficient and expeditious disposal of work and checks on delays

- i. To keep note of important receipts with a view to watching the progress of action;
- ii. To ensure timely submission of arrear and other returns;
- iii. To undertake inspection of assistants tables to ensure that no paper of file has been overlooked;
- iv. To ensure that cases are not held up at any stage, and
- v. To go through the list of periodical returns every week and take suitable action on items requiring attention during next week.

V. Independent disposal of cases:

He should take independently action of the following types:

- i. Issuing reminders
- ii. Obtaining/supplying factual information of non-classified nature

iii. Any other action which an office superintendent is authorized to take independently.

VI. Duties in respect of recording and indexing:

- i. To approve the recording of files and their classification
 - ii. To review the recorded file before destruction
 - iii. To order and supervise periodic weeding of unwanted spare copies and
 - iv. Ensuring proper maintenance of registers to be maintained in the section.
- d) **Head Clerk/Upper Division Clerk:** - He/ She work under the orders and supervision of the Office Superintendent and is responsible for the work entrusted to him/her. Where the line action on a case is clear or clear instructions have been given by the Branch Officer or higher officers, he/she should put up a draft without much noting. In other cases he will put up a note keeping in view the following points:
- i. To see whether all facts that can be verified/ checked have been correctly stated;
 - ii. To point out any mistakes or mis-statements of the facts;
 - iii. To draw attention where necessary to precedents or Rules and Regulations on the subject;
 - iv. To put up the Guard file, if necessary, and supply other relevant facts and figures;
 - v. To bring out clearly the question under consideration;
 - vi. To bring out various alternative courses of actions along with their implications and suggest a course of action wherever possible;
 - vii. All the other service matter.
 - viii. Disposal of RTI applications.

B.ACCOUNTS BRANCH

The accounts branch is headed by the Senior Accounts Officer who is assisted by the A. A. O. who also acts as the D. D. Officer. The accounts branch deals with all matter relating to finance.

C.ACADEMIC BRANCH

The academic branch is headed by the Academic Officer and deals with all the matter relating to students such as admission, examination and student welfare activities. The academic officer is assisted by the Registrar (Academic).

D.PLANNING BRANCH

The planning branch is headed by the Planning Officer and deals with matters pertaining to budget allocation, expenditure, etc.

E.PURCHASE BRANCH

The purchase branch is headed by the Purchase Officer and deals with all purchases of office equipments, stationary, clinical items, chemicals, etc.

F.STORE BRANCH

The store branch is headed by the Store Officer and deals with the issue of items to the various branches and also keeps a record of all equipments, perishables / consumables and non-perishables/non-consumables.

G.ESTATE BRANCH

The estate branch is headed by the Estate Officer and is responsible for the allocation of residential quarters and supervision / maintenance of the campus and buildings through the PWD. It is also responsible for the matters pertaining to all telephones.

H.HEADS OF DEPARTMENT

There are broadly 22 departments headed by the respective the HOD's who are directly reporting to the Dean. These departments are involved in teaching of MBBS and Post Graduate students as well as involved in clinical diagnosis in the associated hospitals. Each department has its own faculty as well as technical and non-technical staff.

MANUAL 3

[Section 4(1) (b) (iii)]

Procedure followed in decision-making process

(A) For ordinary letters / applications

All matters related to college are decided at the level of DEAN, Head of Department or Head of Office in consultation with the concerned Branch Head as per their delegated powers. The matters are processed by the dealing assistant and sent through concerned branch in-charge / Administrative Officer / Senior Account Officer / Deputy Director.

S. No.	ACTIVITY	Level of Action
1.	To receive application / letter and put a diary number	Diary Clerk
2.	To forward the application/letter to the concerned officer of the branch/section	Diary Clerk
3.	Marking of the application/letter by the concerned officer to the dealing assistant.	Officer/Dealing Assistant
4.	Examination of case/submission of proposals by the dealing assistant in the concerned file to the Section in charge/Registrar	Dealing Assistants/ Registrar / Academic Officer
5.	If the proposal is in order, it is submitted to the Dean for approval/orders	Dean
6.	The case/proposal forwarded is duly considered in terms of existing rules, regulations and instruction and appropriate decision is taken by the Dean on file.	Dean
7.	The file is then down-marked to the Dy. Director/Registrar/who down marks the file to the dealing Assistant	Dean/Dy. Director/Registrar/A.O.
8.	In matter related to Hostels	Dealing Assistant / Warden /Provost/Dean
9.	In accordance with the orders of the Dean necessary draft orders/replies are prepared for issuance	As per 4.
10.	Draft orders/replies are approved by the competent authority for issue	Dean
11.	Fair orders/replies are submitted for signatures of Dean/Registrar	Dean/In charge/ Registrar
12.	The orders/replies are issued to concerned person authority	Dispatch Clerk

(B) For applications received for seeking information under RTI Act, the following procedure are undertaken:-

Once the applications along with requisite fees (wherever applicable) are received, a unique I.D. No. is allocated to each and every application. For receiving such application, a facilitation Centre has been set up at the entrance of main office i.e. Receipt and Issue Branch of the College. The RTI application is forwarded to the concerned Branch/Department where the information lies by the Assistant Public Information Officer. After collecting the said Information from the concerned Branch by the APIO, the State Public Information Officer disposes off the RTI application as per RTI Act.

If the applicant is not satisfied by the information provided by the State Public Information Officer, the appeal against the provided information lies with 1st Appellate Authority within 30 days . The Particulars of 1st Appellate Authority is as under:

**Dr. S K Khanna, Dir.Prof. of Deptt. Of Forensic Medicine
1st Appellate Authority
Maulana Azad Medical College,
2-Bahadur Shah Zafar Marg, New Delhi-110002.**

MANUAL 4

[Section 4(1) (b) (iv)]

Norms set for the discharge of functions

As regards the Academic Part, the College discharges its functions as per the Statutes, Ordinances and Regulations of the University of Delhi, University Grants Commission & Govt. of India.

As regards the establishment, administration and financial matters, the College follows the FR / SR and GFR as well as instructions and orders issued by the G. N. C. T. Delhi.

MANUAL 5

[Section 4(1) (b) (v)]

Rules, regulations, instructions, manuals and records for discharging functions

As regards the Academic Part, the College discharges its functions as per the Statutes, Ordinances and Regulations of the University of Delhi, University Grants Commission & Govt. of India. (Available on line at www.du.ac.in)

As regards the establishment, administration and financial matters, the College follows the FR / SR and GFR as well as instructions and orders issued by the G. N. C. T. Delhi.

MANUAL 6

[Section 4(1) (b) (vi)]

Categories of Documents

<i>S. No.</i>	<i>Nature of Record</i>	<i>Details of information available</i>	<i>Unit / section where available</i>
1	Statutes, Ordinances and Regulations	All statutes, ordinances and regulations framed under provisions of the Act and approved by the statutory authorities.	Council and Academic Branch / Estab.
2	Annual Report	All activities held in the College during the financial year	Academic Section
3	Annual Accounts	Balance sheet, Audit report of Accounts	Accounts / Academic
4	Service Records	Registers containing all details of each employee (all kinds of leave availed etc.)	Estab
5	Personal files of employees	Contains Personal matters of all officers and employees	Estab
6	Student data	Information regarding students admitted each year by counseling	Academic
7	Stock Registers	Contains entries of all materials purchased	Central Store / respective Departmental Stores
8	Estate, Maintenance of College Register of allotment of residential accommodation, Register for telephone reimbursement	Contains entries related to the respective areas	Estate Section
9	Record of repairs and maintenance of Miscellaneous items		Estate Branch / Store / Purchase / Establishment

MANUAL- 7

[Section 4(1) (b) (vii)]

NOT applicable since the college is under the Govt. of NCT of Delhi.

MANUAL 8

[Section 4(1)(b)(viii)]

A statement of boards, councils, committees

College Council Committee

Dr. Deepak K. Tempe	Dean	Chairman
Dr. Anju Garg	Radio-diagnosis	Member
Dr. S. K. Tudu	Surgery	Member
Dr. Neelam Vasudeva	Anatomy	Member
Dr. U.C. Verma	Anesthesia	Member
Dr. P .C .Ray	Biochemistry	Member
Dr. Suneela Garg	Community medicine	Member
Dr. S.L. Jain	Pathology	Member
Dr. J.C. Passey	ENT	Member
Dr. S. K. Khanna	Forensic Medicine	Member
Dr. Naresh Gupta	Medicine	Member
Dr. C.P. Baveja	Microbiology	Member
Dr. Sudha Prasad	Obstt. & Gynae.	Member
Dr. Kamlesh	Ophthalmology	Member
Dr. Anil Kumar Dhal	Orthopedics	Member
Dr. Sangeeta Yadav	Pediatrics	Member
Dr.Simmi K. Ratan	Pediatric Surgery	Member
Dr.Vandana Roy	Pharmacology	Member
Dr. Rashmi Babbar	Physiology	Member
Dr. Kishore Singh	Radio-therapy	Member
Dr. Vijay Kumar	Dermatology	Member
Dr. D.P. Bhadoriya	Pulmonary Medicine	Member
Dr. N. S. Hadke	CME & Student Counsellor (CME)	Member
Dr. S. Ramji	Neonatology	Member

INSTITUTIONAL ETHICS COMMITTEE

LIST OF INSTITUTIONAL ETHICS COMMITTEE, MEMBERS

S. No	Members Name: First M.I. Last	Highest Degrees Earned	Sex	Primary Scientific or Non Scientific Specialty	Affiliation with Institution. Yes /No	Designation & Affiliation
1	Dr. A. S. Bais,	MBBS MS(ENT)	M	Ex- Principal, LHMC	No	Chairperson
2	Mr. Amod Kanth	M.A(History) Bachelor in Law	M	Retires IPS offices	No	Lay Person (Pubic affairs)
3	Mr.S. N. Sinha	Bachelor of Art	M	Member Press Council of India,	No	Lay Person (Press Media representative)
4	Dr. Shalini Chawla	MD	F	Pharmacology	Yes	Basic Medical Scientist
5	Dr. Sabita Mishra	DNB,Ph.D	F	Anatomy	Yes	Member Secretary
6	Dr. S. Ramji	MD	M	Paediatrics	Yes	Clinician
7	Dr. M.K. Daga	MD	M	Medicine	Yes	Clinician
8	Dr. Ritu Arora	MD	F	Ophthalmology	Yes	Clinician
9	Dr. Puja Sakhuja	MD	F	Pathology		Basic Medical Scientist
10	Dr. Anup Motha	MS(Surgery) MCh (Paed. Surgery)	M	Paediatrics	No	Clinician
11	Mr. Aniruddha Mayee	B.Sc,L.L.B,LLM	M	Legal Advisor	No	Legal Advisor
12	Mr. L.D. Kashyap	M.A. (Sociology)	M	Community Medicine	Yes	Social worker

Curriculum Committee

1st Prof. MBBS

Dr. A. Saxena
Head of Biochemistry Deptt

Chairperson

Dr. Neelam Vasudeva
Head of Anatomy Deptt.

Member

Dr. V.P. Varshney
Head of Physiology Deptt.

Member

2nd Prof. MBBS

Dr. S.K. Khanna
Head of Forensic Medicine Deptt.

Chairman

Dr. Shyama Jain
Head of Pathology Deptt.

Member

Dr. C. P. Baveja
Head of Microbiology Deptt. Member

Dr. Vandana Roy
Head of Pharmacology Deptt. Member

3rd Prof. MBBS Part 1

Dr.G.K. Ingle
Director Professor PSM Deptt. Chairman

Dr. Suneela Garg
Head of PSM Deptt. Member

Dr. Kamlesh
Head of Ophtalmology Deptt. Member

Dr. J.C Passy
Head of ENT Deptt. Member

3rd Prof. MBBS Part 2

Dr. P.N. Agarwal
Director Professor, Surgery Deptt. Chairman

Dr. S.K. Tudu
Head of Surgery Deptt. Member

Dr. Sudha Prasad
Head of Obst. & Gynae. Deptt Member

Dr. Naresh Gupta
Head of Medicine Deptt Member

Dr. Sangeeta Yadav
Head of Paediatric Deptt Member

Anti-ragging APEX Committee

Dr. N.S. Kaul
Dir. Prof. & Head of Anatomy Deptt. Chairperson

Dr. B. Ghosh
Prof. & Head of Ophthalmology Deptt. Member

Dr. Krishna Prakash S.
Dir. Prof. & Head of Med. Edu. And Student Counsellor Deptt. Member

Dr. Y. K. Sarin
Prof. & Head Ped. Surgery Deptt. Member

Police Representatives	Member
Sh. S. S. Sidhu Representative from Civil Services, Joint Secretary (H & FW)	Member
Ms. Shweta Singh Representative from Media, Sr. Special Correspondent, Aaj Tak	Member
Mr. I. M. Bhambri Registrar Academic	Member
Mr. Lalit Mohan OSD to Dean & AO (Exams)	Member

Anti Ragging Committee

Dr. G.K. Ingle Dir. Prof. of Community Medicine Deptt.	Chairperson
Dr. V. K. Gupta Dir. Prof. of Community Medicine Deptt.	Co- Chairman

Planning Committee

-----	Chairperson
Dr. Beena Uppal Dir. Prof of Microbiology	Member
Dr. S. K. Khanna Dir. Prof. & Head of Forensic Medicine Deptt.	Member
Dr. V. K. Gupta Dir. Prof. of PSM Deptt.	Member
Dr. N. P. Singh Dir. Prof. of Medicine Deptt., Warden Old Boys Hostel	Member
Dr. Neelam Vasudeva Dir. Prof. of Anatomy Deptt., Warden New Girls Hostel	Member
Dr. Pawanindra Lal Prof. of Surgery Deptt., Warden Old Resident Doctors Hostel	Member

Sexual Harassment Committee

1.	Dr. Suneela Garg, Dir. Prof.& HOD (PSM)	Chairperson
2.	Ms. Kuljeet Kaur, AIC(NGO)	Member
3.	Dr. Vandana Roy, Dir. Prof.& HOD (Pharmacology)	Member Secretary
4.	Dr. Devendra Mishra, Prof.(Paediatric)	Member
6.	Ms. Rucha Mayee, Practicing Advocate	Member
7.	Sh. Kamal Gautam, Planning Officer	Member
8.	Dr. Suruchi Shreshta, Student Representative	Member
9.	Ms. Shruti Bhattacharya, MBBS (Batch-2012), Girls Representative	Member
10.	Ms. Maya, Class-IV Representative	Member

Library Advisory Committee

S.No.	Name of Member	Department	Remarks
1.	Dr. Rakesh Kumar	Anaesthesia	Chairman & Library Officer
2.	Dr. Sabita Mishra	Anatomy	Assistant Library Officer
3.	Dr. Anju Bhalotra	Anaesthesia	Assistant Library Officer
4.	Dr. Mona Bedi	Physiology	Assistant Library Officer
5.	Dr. Reva Tripathi	OBG	Member
6.	Dr. Anil Mittal	Forensic Medicine	Member
7.	Dr. S. K. Gupta	Biochemistry	Member
8.	Dr. V.K. Gupta	PSM	Member
9.	Dr. A. K. Bahadur	Radiotherapy	Member
10.	Dr. P. N. Agarwal	Surgery	Member
11.	Dr. S. Ramji	Neonatology	Member
12.	Dr. A. K. Jain	Physiology	Member
13.	Dr. G. R. Sethi	Pediatrics	Member
14.	Dr. Uma Takur	Pharmacology	Member
15.	Dr. J. L. Goyal	Ophthalmology	Member
16.	Dr. J. C. Passy	ENT	Member
17.	Dr. V. K. Gautam	Orthopaedics	Member
18.	Dr. Vinay Kamal	Dermatology	Member
19.	Dr. M. K. Daga	Medicine	Member
20.	Dr. Anju Garg	Radiodiagnostics	Member
21.	Dr. Surinder Kumar	Microbiology	Member

22.	Dr. Vijay Kumar	Dermatology	Member
23.	Dr. Y. K. Sarin	Pediatric Surgery	Member
24.	Dr. K.K. Kalra	CNBC	Member
25.	Dr. Arun Goel	Plastic Surgery	Member
26.	Dy. Director	Admn.	Member
27.	Registrar (Academic)	Academic	Member
28.	Accounts Officer	Accounts	Member
29.	President/Representative	RDA	Member
30.	President/Representative	AMA	Member

Sports Committee

Dr. S. K. Gupta
Biochemistry Deptt. President

Dr. D.K. Taneja
Community Medicine Vice-president

Dr. G.S. Meena
Community Medicine Deptt. Secretary

Dr. Dinesh Kumar
Anatomy Deptt. Treasurer

A.M.A. Committee

Chairperson

Dr. S. Krishna Prakash
Microbiology Deptt. Secretary

Dr. A. K. Jain
Physiology Deptt. Treasurer

Hostel Committee

Dr. G.K. Ingle
Community Medicine Deptt. President

Dr. N.P. Singh
Medicine Deptt. Vice-president

Registrar (Academic) Secretary

AAO Treasurer

AMA President

AMA Hostel Secretary AMA

Girls Representative AMA

General Secretary AMA Cultural
Secretary AMA Sports Secretary

Procurement Committee

Dr. Beena Uppal Dir. Prof., Microbiology Deptt.	Chairperson
Dr. Pramod Lali Prof., Biochemistry.	Member
Dr. S. V. Singh Prof., PSM.	Member
Sh. Rajendra Prasad Sr. Accounts Officer.	Member

Condemnation Committee

Dr. Vijay Garg Prof., Skin & VD Deptt.	Chairperson
Dr. Sabita Mishra Prof., Anatomy Deptt.	Member
Sh SANJEEV KHURANA Asstt. Accounts Officer	Member

S. No.	NAME OF THE OFFICER	DESGN.	NAME OF THE DEPARTMENT	POSITION IN THE COMMITTEE
OPENING OF THE TENDERS (PRE QUALIFICATION TECHNICAL AND PRICE BID) FOR GROUP NO. I, II, III, VI, IX & XII				
01.	DR. V.K. GUPTA	DIR. PROF.	P&SM	CHAIRMAN
02.	DR. BAL KRISHNA	PROFESSOR	PHYSIOLOGY	MEMBER
03.	SH. K.G. SHARMA	SR. ACCOUNTS OFFICER	ACCOUNTS BRANCH	MEMBER
OPENING OF THE TENDERS (PRE QUALIFICATION TECHNICAL AND PRICE BID) FOR GROUP NO. IV, V, VII, VIII, X & XI				
01.	DR. V.K. GUPTA	DIR. PROF.	P&SM	CHAIRMAN
02.	DR. BAL KRISHNA	PROFESSOR	PHYSIOLOGY	MEMBER

03.	SH. K.G. SHARMA	SR. ACCOUNTS OFFICER	ACCOUNTS BRANCH	MEMBER
GROUP-I LABORATORY CHEMICALS				
01.	DR. BEENA UPPAL	DIR.PROFES SOR	MICROBIOLO GY	CHAIRPERSO N
02.	DR. S.K. GUPTA	DIR. PROF.	BIOCHEMIST RY	MEMBER
03.	DR. SHYAMA JAIN	DIR. PROF.	PATHOLOGY	MEMBER
GROUP - II GLASSWARE /MICROSLIDES/COVER SLIPS ITEMS				
01.	DR. S. KRISHNA PRAKASH	DIR.PROFES SOR	MICROBIOLO GY	CHAIRMAN
02.	DR. NEETA KHURANA	PROFESSOR	PATHOLOGY	MEMBER
03.	DR. PRAMOD LALI	PROFESSOR	BIOCHEMIST RY	MEMBER
GROUP-III DIAGONOSTIC KIT				
01.	DR. ALPANA SAXENA	DIR. PROFESSOR	BIOCHEMIST RY	CHAIRPERSO N
02.	DR. ANITA CHAKRAVARTY	DIR. PROF.	MICROBIOLO GY	MEMBER
03.	DR. NEETA KHURANA	PROFESSOR	PATHOLOGY	MEMBER
GROUP - IV GENERAL MEDICAL STORE				
01.	DR. PRAMOD LALI	PROFESSOR	BIOCHEMIST RY	CHAIRMAN
02.	DR. SABITA MISHRA	PROFESSOR	ANATOMY	MEMBER
03.	DR. BAL KRISHNA	PROFESSOR	PHYSIOLOGY	MEMBER
GROUP - V PHOTOGRAPHY & AUDIO VISUAL ITEMS				
01.	DR. UMA TEKUR	DIR. PROF.	PHARMACO LOGY	CHAIRPERSO N
02.	DR. S. JAIN	DIR. PROF. HOD	PATHOLOGY	MEMBER
03.	DR. ANJU GARG	PROFESSOR	RADIO THERAPY	MEMBER
GROUP - VI MEDICAL EQUIPMENTS COSTING LESS THAN Rs. 5 LAKHS				
01.	DR. RASHMI BABBAR	DIR. PROFESSOR	PHYSIOLOGY	CHAIRPERSO N
02.	DR. VANDANA ROY	PROFESSOR	PHARMACO LOGY	MEMBER
03.	DR. RAVINDER KAUR	DIR. PROF.	MICROBIOLO GY	MEMBER
04.	DR. P.C. RAY	PROFESSOR	BIOCHEMST RY	MEMBER
GROUP - VII ANIMAL FEEDS				
01.	DR. A.K. JAIN	DIR. PROF.	PHYSIOLOGY	CHAIRMAN
02.	DR. AKHILESH MISHRA	VETERINARY SURGEON	PHARMACO LOGY	MEMBER

03.	DR. MONA BEDI	PROFESSOR	PHYSIOLOGY	MEMBER
GROUP VIII FURNITURE				
01.	DR. G.S. MEENA	DIR. PROF.	P & SM	CHAIRMAN
02.	DR. A.S. MAHAJAN	ASSTT. PROF.	PHYSIOLOGY	MEMBER
03.	DR. DINESH KUMAR	ASSTT.PROF.	ANATOMY	MEMBER
04.	DR. K.G. SHARMA	SR. ACCOUNTS OFFICER	ACCOUNTS BRANCH	MEMBER
GROUP - IX IMPORTED CHEMICALS				
01.	DR. TEJINDER SINGH	DIR. PROF.	PATHOLOGY	CHAIRMAN
02.	DR. T.K. MISHRA	PROFESSOR	BIOCHEMISTRY	MEMBER
03.	DR. ANITA CHAKRAWARTI	DIR. PROF.	MICROBIOLOGY	MEMBER
04.	DR. SHALINI CHAWLA	PROFESSOR	PHARACOLOGY	MEMBER
GROUP - X STATIONERY				
01.	DR. G.K. INGLE	DIR. PROF.	P & SM	CHAIRMAN
02.	DR. V.K. GUPTA	DIR. PROF.	P & SM	MEMBER
03.	SH. C.B.S. NAIR	JR.ACCOUNTS OFFICER	ACCTTS. BRANCH	MEMBER
GROUP - XI GENERAL STORE ITEMS				
01.	DR. J.M. KAUL	DIR. PROFESSOR	ANATOMY	CHAIRPERSON
02.	DR. C.P. BAWEJA	PROFESSOR	MICROBIOLOGY	MEMBER
03.	Mr. K.G. SHARMA	SR. ACCOUNTS OFFICER	ACCOUNTS BRANCH	MEMBER
GROUP-XII IVF				
01.	DR. SUDHA PRASAD	DIR. PROF.	OBST & GYANEE	CHAIRPERSON
02.	DR. ANJALI TEMPE	DIR. PROF.	OBST & GYANEE	MEMBER
03.	DR. RENA TANWAR	ASSTT.PROF.	OBST & GYANEE	MEMBER

Building Allotment Committee

DR. G.K. INGLE
DIR PROF. OF PSM. CHAIRPERSON

DR. S.K. GUPTA
DIR. PROFESSOR, BIOCHEMISTRY DEPTT. MEMBER

DR. G.S. MEENA
DIR. PROFESSOR, PSM MEMBER

MR. RAJEEV TYAGI
ADMN. & ESTATE MEMBER

MR.RAJENDRA PRASAD
SR. ACCOUNTS OFFICER MEMBER

Building Maintenance Committee

DR. DEEPAK K. TEMPE
DEAN, MAMC

CHAIRPERSON

DR. G.K. INGLE
DIR.PROF. OF PSM

MEMBER

DR. N.S. HADKE
DIR.PROF. OF MEDICINE

MEMBER

DR. SUBHASH DADEYA
PROF. OPHTHALMOLOGY DEPTT.

MEMBER

MR. RAJEEV TYAGI
ADMN. & ESTATE

MEMBER SECRETARY

MANUAL 9

[Section 4(1) (b) (ix)]

**Directory
Maulana Azad Medical College
&
Allied Hospitals**

MAMC EPABX Tel: 23239271-79

Fax: 23235574

E. mail: dean mamc@vsnl.net

Website: www.mamc.ac.in

MANUAL 10

[Section 4(1) (b)(x)]

Monthly remunerations received by each employee for the month of August, 2016

The pay scales of various teaching and non-teaching staff are as prescribed by the University Grants Commission and adopted by the college.

TEACHING STAFF

S. No	Name	Designation	Pay Scale/ Monthly
1.	Bidhan Chandra Koner	Director Professor	37400-67000 +GP10000
2.	Reva tripathi	Director Professor	37400-67000 +GP10000
3.	S. K. Khanna	Director Professor	37400-67000 +GP10000
4.	Alpana Saxena	Director Professor	37400-67000 +GP10000
5.	Anoop Raj	Director Professor	37400-67000 +GP10000
6.	G. K. Ingle	Director Professor	37400-67000 +GP10000
7.	Kamlesh	Director Professor	37400-67000 +GP10000
8.	Rashmi Babbar	Director Professor	37400-67000 +GP10000
9.	B. Ghosh	Director Professor	37400-67000 +GP10000
10.	Richa Diwan	Director Professor	37400-67000 +GP10000
11.	Usha Yadav	Director Professor	37400-67000 +GP10000
12.	J. S. Dali	Director Professor	37400-67000 +GP10000
13.	A. P. Dubey	Director Professor	37400-67000 +GP10000
14.	Shyama Jain	Director Professor	37400-67000 +GP10000
15.	Vijay Kumar	Director Professor	37400-67000 +GP 10000
16.	U. K. Raina	Director Professor	37400-67000 +GP10000
17.	Anju Rastogi	Director Professor	37400-67000 +GP10000
18.	Surinder Kumar	Director Professor	37400-67000 +GP10000

19.	D. Robinson Jhalabhai	Director Professor	37400-67000 +GP10000
20.	P. K. Rathore	Director Professor	37400-67000 +GP10000
21.	Dinesh Kumar	Professor	37400-67000 +GP8700
22.	Manoj Sharma	Professor	37400-67000 +GP8700
23.	A. M. Rathore	Director Professor	37400-67000 +GP10000
24.	Gauri gandhi	Director Professor	37400-67000 +GP10000
25.	Kirti Singh	Professor	37400-67000 +GP8700
26.	J. C. Passy	Director Professor	37400-67000 +GP10000
27.	Neelam Vasudeva	Director Professor	37400-67000 +GP10000
28.	Pramod Lali	Director Professor	37400-67000 +GP10000
29.	M. Satyanarayan Narayan	Director Professor	37400-67000 +GP10000
30.	Ashok Kumar	Director Professor	37400-67000 +GP10000
31.	Bal Krishana	Professor	37400-67000 +GP8700
32.	Neeta Khurana	Director Professor	37400-67000 +GP10000
33.	Kirti N. Saxena	Director Professor	37400-67000 +GP10000
34.	Munisha Aggarwal	Director Professor	37400-67000 +GP10000
35.	Daya Ram Haldwani	Director Professor	37400-67000 +GP10000
36.	Kavita R. Sharma	Director Professor	37400-67000 +GP10000
37.	Alpana Manchanda	Professor	37400-67000 +GP8700
38.	Sushil Kumar	Director Professor	37400-67000 +GP10000
39.	Uma Tekur	Director Professor	37400-67000 +GP10,000
40.	P. N. Aggarwal	Director Professor	37400-67000 +GP10000
41.	V. K. Gupta	Director Professor	37400-67000 +GP10000
42.	S. K. Gupta	Director Professor	37400-67000 +GP10000
43.	T. K. Mishra	Director Professor	37400-67000 +GP10000
44.	Anita Chakraborty	Director Professor	37400-67000 +GP10000
45.	Sudha Prasad	Director Professor	37400-67000 +GP10000

46.	A. K. Jain	Director Professor	37400-67000 +GP10000
47.	A. K. Dhal	Director Professor	37400-67000 +GP10000
48.	Anil Aggarwal	Director Professor	37400-67000 +GP10000
49.	Suneela Garg	Director Professor	37400-67000 +GP10000
50.	Poonam Bhadoria	Director Professor	37400-67000 +GP10000
51.	G. S. Meena	Director Professor	37400-67000 +GP10000
52.	C. P. Baveja	Director Professor	37400-67000 +GP10000
53.	J. L. Goyal	Director Professor	37400-67000 +GP10000
54.	Rakesh Kumar	Director Professor	37400-67000 +GP10000
55.	P.k. Pandey	Director Professor	37400-67000 +GP10000
56.	Anjali Tempe	Director Professor	37400-67000 +GP10000
57.	V.k. Gautam	Director Professor	37400-67000 +GP10000
58.	N. B. Mathur	Director Professor	37400-67000 +GP10000
59.	M. K. Daga	Director Professor	37400-67000 +GP10000
60.	H. S. Hira	Director Professor	37400-67000 +GP10000
61.	Kishore Singh	Director Professor	37400-67000 +GP10000
62.	Nandini Sharma	Director Professor	37400-67000 +GP10000
63.	Dr. R. K. Jindal	Director Professor	37400-67000 +GP10000
64.	Anju Garg	Director Professor	37400-67000 +GP10000
65.	Ritu Arora	Director Professor	37400-67000 +GP10000
66.	Sangeeta Yadav	Director Professor	37400-67000 +GP10000
67.	Manoj Kumar	Director Professor	37400-67000 +GP10000
68.	N. K. Gupta	Director Professor	37400-67000 +GP10000
69.	R. N. Mandal	Director Professor	37400-67000 +GP10000
70.	Ajay Kumar Gupta	Director Professor	37400-67000 +GP10000
71.	N. S. Hadke	Director Professor	37400-67000 +GP10000
72.	Inder Mohan Bhambri	Purchase Officer	9300-34800+GP5400

73.	Rashmi Sarkar	Professor	37400-67000+GP8700
74.	Rajesh Kumar	Professor	37400-67000+GP8700
75.	V. P. Varshney	Professor	37400-67000+GP8700
76.	Urmila Jhamb	Professor	37400-67000+GP8700
77.	Y. K. Sarin	Professor	37400-67000+GP8700
78.	Satyaveer Singh	Director Professor	37400-67000+GP10000
79.	Vinod Kumar	Professor	37400-67000+GP8700
80.	Suresh Kumar	Director Professor	37400-67000+GP10000
81.	Monica Juneja	Director Professor	37400-67000+GP10000
82.	R. S. Ahlawat	Professor	37400-67000+GP8700
83.	P. S. Pokhriyal	Administrative Officer (Estate)	9300-34800+GP5400
84.	Vandana Roy	Director Professor	37400-67000+GP10,000
85.	Pawanindra Lal	Director Professor	37400-67000+GP10000
86.	A. S. Mahajan	Director Professor	37400-67000+GP10000
87.	Y. M. Mala	Director Professor	37400-67000+GP10000
88.	K. Rajeshwari	Director Professor	37400-67000+GP10000
89.	Sabita Mishra	Director Professor	37400-67000+GP10000
90.	Mona Bedi	Director Professor	37400-67000+GP10000
91.	Rashmi Dixit	Director Professor	37400-67000+GP10000
92.	Deepti Goswami	Director Professor	37400-67000+GP10000
93.	Shelly K. Chadha	Director Professor	37400-67000+GP10000
94.	Meenakshi Thakar	Professor	37400-67000+GP8700
95.	S. Anuradha	Professor	37400-67000+GP8700
96.	S. K. Jain	Professor	37400-67000+GP8700
97.	R. Q. Khan	Professor	37400-67000+GP8700
98.	Anjali Prakash	Professor	37400-67000+GP8700
99.	Sumit Sural	Professor	37400-67000+GP8700

100.	Lalit Maini	Professor	37400-67000+GP8700
101.	Sangeeta Gupta	Professor	37400-67000+GP8700
102.	Seema Kapoor	Professor	37400-67000+GP8700
103.	Shalini Chawla	Professor	37400-67000+GP8700
104.	Subhah Chand Dadeya	Professor	37400-67000+GP8700
105.	Sonia Wadhawan	Professor	37400-67000+GP8700
106.	Arun Kumar Rathi	Professor	37400-67000+GP8700
107.	Smita Kaushik	Professor	15600-39100+GP8700
108.	Bijaylaxmi Sahoo	Professor	37400-67000+GP8700
109.	Mohan Lal	Security Officer	9300-34800+GP4600
110.	Simmi K Ratan	Professor	15600-39100+GP8700
111.	Sapna Singh	Professor	15600-39100+GP8700
112.	Dr. B. Banerjee	Professor	15600-39100+GP8700
113.	Lal Chandra	Professor	37400-67000+GP8700
114.	Sh, rajesh Sachdeva	Registrar (academic)	9300-34800+GP5400
115.	Latika Sahu	Professor	15600-39100+GP8700
116.	Shandip kumar Sinha	Associate Professor	15600-39100+GP7600
117.	Sh Rajendra Prasad	Senior Accounts Officer	9300-34800+GP5400
118.	Dr. Arunlata Aggarwal	Professor	37400-67000+GP8700
119.	Smita Kakar	Director Professor	37400-67000+GP10000
120.	Dr. D. P. Bhadoria	Director Professor	37400-67000+GP10000
121.	Manoj Kumar Bhardwaj	Professor	37400-67000+GP8700
122.	Dr. M. Meghachandra Singh	Director Professor	37400-67000+GP10000
123.	Ajay Kumar	Director Professor	37400-67000+GP10000
124.	Dr. S. Ramji	Director Professor	37400-67000+GP10000
125.	Dr. Mukta Mantan	Professor	15600-39100+GP8700

126.	Dr. Jyoti Kumar	Professor	15600-39100+GP8700
127.	Devendra Mishra	Professor	15600-39100+GP8700
128.	Ruchi Sangal	Professor	15600-39100+GP8700
129.	Renu Tanwar	Professor	15600-39100+GP8700
130.	Sushanto Neogi	Professor	15600-39100+GP8700
131.	Sreenivas. M.	Professor	15600-39100+GP8700
132.	Sunita Aggarwal	Professor	15600-39100+GP8700
133.	Rajdeep Singh	Professor	15600-39100+GP8700
134.	Vikas Malhotra	Professor	15600-39100+GP8700
135.	Madhavi Mathur Gupta	Professor	15600-39100+GP8700
136.	Dinesh Kumar	Professor	15600-39100+GP8700
137.	Anita Mahajan	Professor	15600-39100+GP8700
138.	Bharti Taneja	Professor	15600-39100+GP8700
139.	Krishna Agarwal	Professor	15600-39100+GP8700
140.	Krishna Deb Barman	Professor	15600-39100+GP8700
141.	Sandeep Garg	Professor	15600-39100+GP8700
142.	Ravi Meher	Professor	15600-39100+GP8700
143.	Neelam Prasad	Professor	15600-39100+GP8700
144.	Pawan Lal	Professor	15600-39100+GP8700
145.	Devender Kumar	Professor	15600-39100+GP8700
146.	Dr. Anubhav Vindal	Associate Professor	15600-39100+GP7600
147.	Dr. Deepak Ghuliani	Associate Professor	15600-39100+GP7600
148.	Dr. Mona Arya	Associate Professor	15600-39100+GP7600
149.	Dr. Shandip Kumar Sinha	Associate Professor	15600-39100+GP7600
150.	Dr. Naresh Kumar	Associate Professor	15600-39100+GP7600
151.	Dr. Pragya Sharma	Associate Professor	15600-39100+GP7600
152.	Dr. Sanjay Pandit	Associate Professor	15600-39100+GP7600

153.	Dr. Preeti Jain	Associate Professor	15600-39100+GP7600
154.	Dr. Richa Gupta	Associate Professor	15600-39100+GP7600
155.	Dr. Sharmana Mandal	Associate Professor	15600-39100+GP7600
156.	Dr. Abhishek Kashyap	Associate Professor	15600-39100+GP7600
157.	Dr. Sarika Singh	Associate Professor	15600-39100+GP7600
158.	Dr. Sumeet Singla	Assistant Professor	15600-39100+GP6600
159.	Dr. Chandan Dubey	Assistant Professor	15600-39100+GP6600
160.	Dr. Shakun Tyagi	Assistant Professor	15600-39100+GP6600
161.	Dr. Monisha Pradhan	Assistant Professor	15600-39100+GP6600
162.	Dr. Preeti	Assistant Professor	15600-39100+GP6600
163.	Dr. Dhiraj D. Buchade	Assistant Professor	15600-39100+GP6600
164.	Dr. Amandeep Kaur	Assistant Professor	15600-39100+GP6600
165.	Dr. Anurag Mishra	Assistant Professor	15600-39100+GP6600
166.	Dr. Ashish	Assistant Professor	15600-39100+GP6600
167.	Dr. Anurag Aggarwal	Assistant Professor	15600-39100+GP6600
168.	Dr. Babita Pangtey	Assistant Professor	15600-39100+GP6600
169.	Dr. Surbhi Wadhwa	Assistant Professor	15600-39100+GP6600
170.	Dr. Rohit Chawala	Assistant Professor	15600-39100+GP6600
171.	Dr. Vikas Manchanda	Assistant Professor	15600-39100+GP6600
172.	Dr. Vandana Tayal	Assistant Professor	15600-39100+GP6600
173.	Dr. Mandeep Kaur Walia	Assistant Professor	15600-39100+GP6600
174.	Dr. Bhupinder Singh	Assistant Professor	15600-39100+GP6600
175.	Dr. Preeti Goswami	Assistant Professor	15600-39100+GP6600
176.	Dr. Sumit Arora	Assistant Professor	15600-39100+GP6600
177.	Dr. Vineet Relhan	Assistant Professor	15600-39100+GP6600
178.	Dr. Dhananjaya Sabat	Assistant Professor	15600-39100+GP6600
179.	Dr. Meeta Singh	Assistant Professor	15600-39100+GP6600

180.	Dr. Perna Arora	Assistant Professor	15600-39100+GP6600
181.	Dr. Vineet Dabas	Assistant Professor	15600-39100+GP6600
182.	Dr. Anurita Srivastava	Assistant Professor	15600-39100+GP6600
183.	Dr. Nidhi Verma	Assistant Professor	15600-39100+GP6600
184.	Dr. Reena Tomar	Assistant Professor	15600-39100+GP6600
185.	Dr. Anurag Jhanjee	Assistant Professor	15600-39100+GP6600
186.	Dr. Pradeep Kumar	Assistant Professor	15600-39100+GP6600
187.	Dr. Nilanchali Singh	Assistant Professor	15600-39100+GP6600
188.	Dr. Niharika Dhiman	Assistant Professor	15600-39100+GP6600
189.	Dr. Savita Arora	Assistant Professor	15600-39100+GP6600
190.	Dr. Shasanka Shekhar Panda	Assistant Professor	15600-39100+GP6600
191.	Dr. Lovekesh Kumar	Assistant Professor	15600-39100+GP6600
192.	Dr. Varuna Sipayya	Assistant Professor	15600-39100+GP6600
193.	Dr. Abhishek Chopra	Assistant Professor	15600-39100+GP6600
194.	Dr. Lovenish Kumar	Assistant Professor	15600-39100+GP6600
195.	Dr. Ved Pal Yadav	Assistant Professor	15600-39100+GP6600
196.	Malobika Bhattacharya	Assistant Professor	55000-55000 (Consolidated)
197.	Sonali Kataria	Assistant Professor	55000-55000 (Consolidated)
198.	Gobind Rai	Assistant Professor	55000-55000 (Consolidated)
199.	Pradeep Kumar	Assistant Professor	55000-55000 (Consolidated)
200.	Himanshu Chauhan	Assistant Professor	55000-55000 (Consolidated)
201.	Perna Arora	Assistant Professor	55000-55000 (Consolidated)
202.	Manoj Modi	Assistant Professor	55000-55000 (Consolidated)
203.	Anupam Dass	Assistant Professor	55000-55000 (Consolidated)

204.	Puneet Agarwal	Assistant Professor	55000-55000 (Consolidated)
205.	Dr. Shruti Arora	Medical Officer	15600-39100+GP5400
206.	Dr. Puneet Mishra	Medical Officer	15600-39100+GP5400
207.	Dr. Sunil Shokeen	Medical Officer	15600-39100+GP5400
208.	Dr. Amey Anil Bhangale	Medical Officer	15600-39100+GP5400
209.	Dr. Mukul Soni	Medical Officer	15600-39100+GP5400
210.	Sushan g joy	Embroylojist	25260 (FIXED)
211.	Shashi Kanojia	Sr, PA	9300-34800+GP5400
212.	Surjeet Singh	LDC	5200-20200+GP1900
213.	Naveen Kumar	LDC	5200-20200+GP1900
214.	Ganga Devi	Head Cleark	9300-34800+GP4600
215.	Baby M.P.	Head Cleark	9300-34800+GP4600
216.	Niraj Verma	UDC	5200-20200+GP2400
217.	Om Prakash Yadav	UDC	5200-20200+GP2400
218.	Rakesh Kumar Yadav	Driver	5200-20200+GP2400
219.	Suresh Kumar	UDC	9300-34800+GP4200
220.	Naresh Chand Kesharwani	UDC	5200-20200+GP2400
221.	Gurvinder Singh	UDC	9300-34800+GP4200
222.	Madan Mohan Papnai	UDC	9300-34800+GP4200
223.	Ramesh Kumar	UDC	9300-34800+GP4200
224.	Naresh Chand Dabas	UDC	5200-20200+GP2400
225.	Naveen Khurana	UDC	5200-20200+GP2400
226.	Vandana Ahuja	Steno. Gr.II	9300-34800+GP4800
227.	Ravinder Singh	Steno. Gr.II	9300-34800+GP4600
228.	Rajiv Kumar	Steno. Gr.II	9300-34800+GP4600
229.	Ranjan Kumar Kukreti	Steno. Gr.II	9300-34800+GP4600
230.	P.Sunita	Steno. Gr.II	9300-34800+GP4600

231.	Madan Lal	Steno. Gr.II	9300-34800+GP4600
232.	Inderjeet Kaur	Steno. Gr.II	9300-34800+GP4800
233.	Rishi Kapoor	Steno. Gr.II	9300-34800+GP4600
234.	Birender Singh	Steno. Gr.Ii	9300-34800+GP4800
235.	Rishikesh Kumar	UDC	5200-20200+GP2400
236.	Neelam Sharma	Steno. Gr.II	9300-34800+GP4800
237.	Veena	Steno. Gr.II	9300-34800+GP4800
238.	Manohar Lal	Stenographer Gr-II	9300-34800+GP4800
239.	Hari Pal Yadav	Sr. PA	9300-34800+GP5400
240.	Usha Chabbra	Sr. PA	9300-34800+GP4800
241.	Ram Pal	Sr. PA	9300-34800+GP5400
242.	Achla Sharma	Steno. Gr.II	9300-34800+GP4800
243.	Archana Lakhani	Steno. Gr.II	9300-34800+GP4800
244.	Pankaj Sharma	UDC	9300-34800+GP4200
245.	Manoj Kumar	Steno. Gr.II	9300-34800+GP4800
246.	Sanjay Kumar	Steno. Gr.II	9300-34800+GP4600
247.	Martin Ekka	LDC	5200-20200+GP1900
248.	Trilok Chand	Steno. Gr.II	9300-34800+GP4800
249.	Dhiraj	Steno. Gr.II	9300-34800+GP4600
250.	Sanjeev Dilore	Driver	5200-20200+GP1900
251.	Suman Lata	Steno. Gr.II	9300-34800+GP4800
252.	Satish Kumar	UDC	5200-20200+GP2400
253.	Anju Bajaj	Steno. Gr.II	9300-34800+GP4800
254.	Rajni Negi	Steno. Gr.II	9300-34800+GP4600
255.	Suresh Kumar	Driver	5200-20200+GP2400
256.	P. S. Rawat	Driver	5200-20200+GP2400
257.	Virender Singh	UDC	5200-20200+GP2400

258.	Pradeep Kumar Sharma	UDC	9300-34800+GP4200
259.	D.C.Sabharwal	Sr. PA	9300-34800+GP5400
260.	Shashi Kala	Sr. PA	9300-34800+GP4800
261.	Sumitra Jain	Sr. PA	9300-34800+GP5400
262.	Umesh Singh Nimesh	Stenographer Gr-III	9300-34800+GP4600
263.	Neeraj Khatter	UDC	9300-34800+GP4200
264.	Anita Rani	Sr. PA	9300-34800+GP5400
265.	Promila Rani	Sr.PA	9300-34800+GP5400
266.	Ravinder Singh	Sr. PA	9300-34800+GP5400
267.	N.K.Verma	Sr. PA	9300-34800+GP4800
268.	Meenu Datta	Stenographer Gr-II	9300-34800+GP4800
269.	Jankey Joshi	Stenographer Gr.II	9300-34800+GP4800
270.	Madhu Bala	Stenographer Gr.II	9300-34800+GP4800
271.	Subhash Chander Pandey	Head Clerk	9300-34800+GP4600
272.	Anil Kumar Madhwal	UDC	9300-34800+GP4200
273.	Surinder Kumar Singh	LDC	5200-20200+GP2000
274.	Martin Ekka	LDC	5200-20200+GP1900
275.	Shiv poojan manjhi	UDC	9300-34800+GP4200
276.	Sarita Rani	Stenographer Gr-III	9300-34800+GP2400
277.	Amit Kumar	LDC	5200-20200+GP1900
278.	Babu Ram	LDC	5200-20200+GP1900
279.	Amit Kumar	LDC	5200-20200+GP1900
280.	Amit Kumar Jha	LDC	5200-20200+GP1900
281.	Amit Kumar	LDC	5200-20200+GP1900
282.	Ajay Tiwari	LDC	5200-20200+GP1900
283.	Namu Lal Ram	LDC	5200-20200+GP1900

284.	Vipin Kumar Singh	LDC	5200-20200+GP1900
285.	Prem Kumar Jha	LDC	5200-20200+GP2000
286.	Ram Chander	LDC	5200-20200+GP1900
287.	Anivesh	LDC	5200-20200+GP1900
288.	Manoj Kumar	LDC	5200-20200+GP1900
289.	Arjun Singh	LDC	5200-20200+GP1900
290.	Arun Kumar	LDC	5200-20200+GP1900
291.	Savita Rani	UDC	9300-34800+GP4200
292.	Hema Gogia	Statistical Asstt.	9300-34800+GP4600
293.	Madhu Batt.	Sr. PA	9300-34800+GP5400
294.	Mohan chand Gaur	Steno. Gr.II	9300-34800+GP4800
295.	Ganesh Singh	LDC	5200-20200+GP1900
296.	Vijay	LDC	5200-20200+GP1900
297.	Akash Yadav	LDC	5200-20200+GP1900
298.	Rohit Khatri	LDC	5200-20200+GP1900
299.	Manish Kumar	LDC	5200-20200+GP1900
300.	Rajeev Kumar	LDC	5200-20200+GP1900
301.	Nidhi	LDC	5200-20200+GP1900
302.	Reena	LDC	5200-20200+GP1900
303.	Pinki	LDC	5200-20200+GP1900
304.	Mohd. Imran	LDC	5200-20200+GP1900
305.	Bunti	LDC	5200-20200+GP1900
306.	Pradeep Kumar	LDC	5200-20200+GP1900
307.	Bunti	LDC	5200-20200+GP1900
308.	Sidhant Yadav	LDC	5200-20200+GP1900
309.	Praveen	LDC	5200-20200+GP1900
310.	Ravi Kumar Singh	LDC	5200-20200+GP1900

311.	Vinay Kumar Hudda	LDC	5200-20200+GP1900
312.	Gajraj	LDC	5200-20200+GP1900
313.	Rajeshwar Das	LDC	5200-20200+GP1900
314.	Nisha Yadav	LDC	5200-20200+GP1900
315.	Anchal Dagar	LDC	5200-20200+GP1900
316.	Amit Kumar Dabas	LDC	5200-20200+GP1900
317.	Mohit Kumar Yadav	LDC	5200-20200+GP1900
318.	Ajay Kumar Pal	LDC	5200-20200+GP1900
319.	Priyanka	LDC	5200-20200+GP1900
320.	Somvir Rana	LDC	5200-20200+GP1900
321.	Dinesh Kumar	LDC	5200-20200+GP1900
322.	Pooja Aggarwal	Technical Assistant	5200-20200+GP 2800
323.	Chetana Sudan	Technical Assistant	9300-34800+GP4200
324.	Manju Kalgaonkar	Lab Assistant	5200-20200+GP 2800
325.	Amandeep Kaur	Technical Assistant	5200-20200+GP 2800
326.	Jayasree Sivan	Technical Assistant	9300-34800+GP4200
327.	Alka Gupta	Technical Assistant	9300-34800+GP4200
328.	Geeta Rani Verma	Technical Assistant	9300-34800+GP4200
329.	Pramila	Technical Assistant	9300-34800+GP4200
330.	Raghuvinder Singh	Technical Assistant	9300-34800+GP4200
331.	Lissy Reji	Lab Technician	9300-34800+GP4600
332.	Sujatha Grover	Technical Assistant	9300-34800+GP4600
333.	Kamlakshy Madhavan	Technical Assistant	9300-34800+GP4600
334.	Neeraj Malik	Lab Technician	9300-34800+GP4600
335.	Ashok Kr Aggarwal	Lab Technician	9300-34800+GP4200
336.	Shobhana Narayna	Lab Technician	9300-34800+GP4600
337.	Aniamma Rezi	Lab Technician	9300-34800+GP4600

338.	Sobhana Prasanna	Lab Technician	9300-34800+GP4600
339.	Ramesh Chand	Lab Technician	9300-34800+GP4600
340.	Vidhu Ratna	Lab Technician	9300-34800+GP4200
341.	Meenu Siddiquie	Lab Technician	9300-34800+GP4200
342.	Neelam Bala	Technical Assistant	9300-34800+GP4200
343.	Tontang Joinrita	Lab Technician	9300-34800+GP4200
344.	Sanjeev Arora	Technical Assistant	9300-34800+GP4200
345.	A. K. Roy	Technical Asstt.	9300-34800+GP4800
346.	Anita Sharma	Technical Assistant	9300-34800+GP4600
347.	Bimla Batra	Technical Assistant	9300-34800+GP4600
348.	Dharam Pal Singh	Lab Technician	9300-34800+GP4200
349.	Krishna Rathee	Technical Supervisor	9300-34800+GP4600
350.	Gopi Chand	Lab Technician	9300-34800+GP4200
351.	Kavita R. Sharma	Lab Technician	9300-34800+GP4200
352.	Bijender Pal	Lab Assistant	5200-20200+GP 2400
353.	Kusum Marhwa	Technical Supervisor	9300-34800+GP4600
354.	Kamla Devi	Technical Supervisor	9300-34800+GP4600
355.	Hardeep Kaur	Lab Technician	5200-20200+GP 2800
356.	Raj Babu	Lab Technician	9300-34800+GP4200
357.	Virender Singh	Technical Supervisor	9300-34800+GP4600
358.	N. K. Madhukar	Technical Supervisor	9300-34800+GP4600
359.	Rani Urmila	Technical Assistant	9300-34800+GP4200
360.	Rajan Kumar	Lab Technician	9300-34800+GP4200
361.	Sudesh Kumari	Technical Assistant	9300-34800+GP4200
362.	RITA Kapoor	Lab Technician	9300-34800+GP4200
363.	Christina Manu	Lab Technician	5200-20200+GP 2800
364.	Shashi Bala	Technical Assistant	9300-34800+GP4600

365.	Reema Jethi	Lab Technician	9300-34800+GP4200
366.	Sudha Roy	Technical Assistant	9300-34800+GP4200
367.	Lucy George	Lab Technician	9300-34800+GP4600
368.	Bindu Khera	Lab Technician	9300-34800+GP4600
369.	Seema Malhotra	Lab Technician	9300-34800+GP4200
370.	Pratigya Mohan	Lab Technician	9300-34800+GP4600
371.	Sunita Rani	Lab Technician	9300-34800+GP4600
372.	Ramesh Kumar	Lab Technician	9300-34800+GP4600
373.	Ranjana Bhatia	Lab Technician	9300-34800+GP4600
374.	Marium Philip	Technical Assistant	9300-34800+GP4600
375.	Sophy D Cruz	Lab Technician	9300-34800+GP4600
376.	Agi Roy	Lab Technician	9300-34800+GP4600
377.	Dimple Verma	Technical Asstt.	5200-20200+GP 2800
378.	Praveen Kumar	Technical Supervisor	9300-34800+GP4200
379.	Amita Choudhary	Lab Technician	5200-20200+GP 2800
380.	Sukhbir Singh-II	Lab Technician	9300-34800+GP4200
381.	Sushma Jain	Lab Technician	9300-34800+GP4600
382.	Om Prakash I	Lab Technician	9300-34800+GP4200
383.	Ranbir Singh	Lab Assistant	9300-34800+GP4200
384.	Ritu Rani	Lab Technician	9300-34800+GP4200
385.	Rashmi Sati	Lab Technician	9300-34800+GP4200
386.	Shobhana Prasanan	Lab Technician	9300-34800+GP4600
387.	Bhajan Lal	Technical Asstt.	9300-34800+GP4600
388.	Ashok Kumar	Technical Assistant	9300-34800+GP4600
389.	Anil Kumar	Technical Assistant	9300-34800+GP4600
390.	Vijay Pal Singh-x	Technical Assistant	5200-20200+GP 2400
391.	Kamlesh Gupta-x	Technical Assistant	5200-20200+GP 2800

392.	Bala Krishnan	Technical Supervisor	9300-34800+GP4600
393.	Mohd. Abdul Rahim	Lab Assistant	5200-20200+GP 2400
394.	Ravindra Kumar	Lab Assistant	5200-20200+GP 2400
395.	Hina Koussar Rizvi	Lab Technician	9300-34800+GP4200
396.	Kavita	Tech Assistant	5200-20200+GP 2800
397.	Alok Gandharva	Technical Assistant	5200-20200+GP 2800
398.	Leena Bhardwaj	Lab Assistant	5200-20200+GP 2400
399.	Vijay Pal Singh	Lab Assistant	9300-34800+GP4200
400.	Nitin Kumar	Lab Assistant	5200-20200+GP 2800
401.	Narender Singh Sirohi	Lab Assistant	9300-34800+GP4200
402.	Dhani Ram	Lab Assistant	9300-34800+GP4200
403.	Navita	Lab Assistant	5200-20200+GP 2400
404.	Brij Pal Singh	Lab Assistant	5200-20200+GP 2400
405.	Jeevan Jyoti	Lab Assistant	5200-20200+GP 2800
406.	Bhupender Patuna	Lab Assistant	5200-20200+GP 2400
407.	Rajiv Yadav	Lab Assistant	5200-20200+GP 2400
408.	Rakesh Kumar-II	Lab Assistant	5200-20200+GP 2400
409.	Surinder Kumar	Lab Assistant	5200-20200+GP 4200
410.	Sandipan	Lab Assistant	5200-20200+GP 2400
411.	Phaghu Baitha	Lab Assistant	5200-20200+GP 4200
412.	Gautam Prakash	Lab Assistant	5200-20200+GP 2400
413.	Nand Kishore	Lab Assistant	5200-20200+GP 2800
414.	Narender Singh Sirohi	Lab Assistant	5200-20200+GP 4200
415.	Hemraj	Cold. S. Attdt	5200-20200+GP 2400
416.	Sadhana Ahluwalia	Art-mus-cur	9300-34800+GP4200
417.	Vasundhra Mondal	Art-mus-cur	9300-34800+GP4200
418.	Sindhu Narang	Art-mus-cur	9300-34800+GP4200

419.	Vijay Kumari	A. N. M.	5200-20200+GP 2800
420.	Jagpal Singh	Dispensor	9300-34800+4600
421.	K. C. Dabbas	Dispensor	9300-34800+GP4600
422.	Kalpana Kumari	L.h.v.	5200-20200+GP 4200
423.	Badri Prasad	Sanitary Inspector	9300-34800+GP4200
424.	Mohan Lal	Sanitary Inspector	9300-34800+GP4200
425.	Jaipal Singh	Jr. PSW	9300-34800+GP5400
426.	Laxman Das Kashyap	Social Worker	9300-34800+GP4600
427.	Nand Kishore	Social Worker	9300-34800+GP4800
428.	Anil Mathew	Asstt. Health Educator	9300-34800+GP4200
429.	Inder Singh	Elect. Mech	5200-20200+GP 2400
430.	Dharmender Sarpate	Dark room assistant	5200-20200+GP 2000
431.	Narender Kumar	Pharmacist	9300-34800+GP4800
432.	Vinod Kumar	Pharmacist	9300-34800+GP4200
433.	Subhankar Ghosh	Art. Photograph	9300-34800+GP4600
434.	Sunita Mahajan	Jonior ortho	9300-34800+GP4800
435.	Sashi Bhushan Singh	Audio	9300-34800+GP4600
436.	Savtanter Bhushan	Projectionist	5200-20200+GP 4200
437.	Satyaveer	Theatre assistant	5200-20200+GP 2800
438.	V. S. Rana	Cold . S. Attendant	9300-34800+GP4600
439.	Asha Rani	Library Clerk	5200-20200+GP2000
440.	Charanjit Kaur	P.H.N.	9300-34800+GP4800
441.	Shakti Makkar	Dietician	9300-34800+GP4600
442.	Bijender Pal	Lab Assistant	5200-20200+GP 2800
443.	Babita Tanwar	P.H.N.	9300-34800+GP5400
444.	Raju Rani	P.H.N.	9300-34800+GP5400

445.	Neha Tyagi	Lib. Inf. Assistant	9300-34800+GP4200
446.	Jagpal Singh	Social Worker	9300-34800+GP4600
447.	Roop Ram	Social worker	9300-34800+GP4600
448.	Nand Kishore	Lab assistant	9300-34800+GP4200
449.	Pooja Joshi	Lib. Clerk	5200-20200+GP1900
450.	Alka Sharma	Sp. Therapist	9300-34800+GP4800
451.	Om Kumar	Pharmaceutical Chemist	9300-34800+GP4200
452.	Subash Modgil	Technician	9300-34800+GP4200
453.	Badri Prasad	Sanitary inspector	9300-34800+GP4200
454.	Vipin Gupta	Sanitary inspector	9300-34800+GP4200
455.	Dayanand Yadav	Sanitary Inspector	5200-20200+GP 2800
456.	Prhalad Meena	Artist	5200-20200+GP 1900
457.	Ravi Kumar	Artist	5200-20200+GP 2800
458.	Veena Kumari	Lab Assistant	5200-20200+GP 2800
459.	Sukhpal Singh	Lab Assistant	5200-20200+GP 2800
460.	Hari Singh Rawat	Lab Assistant	5200-20200+GP2400
461.	Ram Dass	Lab Assistant	5200-20200+GP2400
462.	Marut Kumar	Lab Assistant	5200-20200+GP2400
463.	Narender Singh	Lab Assistant	5200-20200+GP2400
464.	Ram Swaroop	Lab Assistant	5200-20200+GP2400
465.	Usha	Lab Assistant	5200-20200+GP 2400
466.	Umesh Chand	Lab Assistant	5200-20200+GP 4200
467.	M.S.Rawat	Lab Assistant	5200-20200+GP2800
468.	Manju Punjani	Lab Assistant	5200-20200+GP4200
469.	Naresh Kumar	Lab Assistant	5200-20200+GP2400
470.	Swati	Lab Assistant	5200-20200+GP2400
471.	Chetna Sen	Lab Assistant	5200-20200+GP2400

472.	Neetu Bansal	Lab Assistant	5200-20200+GP2400
473.	Rakesh Kumar	Lab Assistant	5200-20200+GP 2800
474.	V.K.Sharma	Lab Assistant	5200-20200+GP 2800
475.	Gunjan Singh	Lab Assistant	5200-20200+GP 2400
476.	Anjana	Lab Assistant	5200-20200+GP 2800
477.	Harish Chander	Lab Assistant	5200-20200+GP 2800
478.	S. S. Rawat	Dark Room Assistant	9300-34800+GP4200
479.	Rajender Kumar	Lab Asstt.	5200-20200+GP2400
480.	Banwari Lal	Carpenter	5200-20200+GP 2000
481.	Sushma Narula	P.H.N.	9300-34800+GP5400
482.	Gunjan Jain	Senior . R. Grapher	5200-20200+GP2800
483.	Mohd. Abdul Rahim	Lab Assistant	5200-20200+GP 4200
484.	Ravindra Kumar	Lab Assistant	5200-20200+GP 2400
485.	Bala Kumari	Lab Assistant	5200-20200+GP 2400
486.	Kusum lata	Lab Assistant	5200-20200+GP 2400
487.	Suman Rani	Lab Assistant	5200-20200+GP 2400
488.	Mahesh	O.T. Asstt.	5200-20200+GP 2000
489.	Kamia Malhotra	Occupational Therapist	Consolidated fixed salary on contract basis
490.	Shivali Rehani	Special Education Teacher	Consolidated fixed salary on contract basis
491.	Bhupinder Kaur	Special Education Teacher	Consolidated fixed salary on contract basis
492.	Balwan Singh	Chowkidar	5200-20200+GP2400
493.	Vinod Kumar I	Chowkidar	5200-20200+GP1900
494.	Smt Pushpa Devi	Chowkidar	5200-20200+GP1900
495.	Ved Singh	Chowkidar	5200-20200+GP2000
496.	Subhash Chander	Chowkidar	5200-20200+GP2000
497.	Attar Singh	Chowkidar	5200-20200+GP2000

498.	Sudershan Manji	Chowkidar	5200-20200+GP2000
499.	Rajender Kumar IV	Chowkidar	5200-20200+GP1900
500.	Duli Chand	Chowkidar	5200-20200+GP2000
501.	Om Prakash I	Chowkidar	5200-20200+GP2000
502.	Mukesh Kumar	Chowkidar	5200-20200+GP1900
503.	Sawaliya Manjhi	Chowkidar	5200-20200+GP2000
504.	Anand Kishore	Chowkidar	5200-20200+GP2000
505.	Sardary Singh	Chowkidar	5200-20200+GP2000
506.	Ram Chander	Chowkidar	5200-20200+GP2000
507.	Chajju Ram	Chowkidar	5200-20200+GP2000
508.	Kheta Ram	Chowkidar	5200-20200+GP2000
509.	Balraj	Chowkidar	5200-20200+GP2000
510.	Indal Singh	Chowkidar	5200-20200+GP2000
511.	Rajinder II	Chowkidar	5200-20200+GP2000
512.	Rajinder III	Chowkidar	5200-20200+GP1900
513.	Anoop Kumar	Chowkidar	5200-20200+GP2000
514.	Raj Kishore Mehto	Chowkidar	5200-20200+GP2000
515.	Sirajuddin	Chowkidar	5200-20200+GP1900
516.	Dayanand Sah	Chowkidar	5200-20200+GP1900
517.	Ashok Kumar II	Chowkidar	5200-20200+GP2000
518.	Hem Raj	Chowkidar	5200-20200+GP2000
519.	Mehruddin	Chowkidar	5200-20200+GP2000
520.	Dhan Raj	Chowkidar	5200-20200+GP2000
521.	Mangat Ram	Chowkidar	5200-20200+GP2000
522.	Nagender	Chowkidar	5200-20200+GP2000
523.	Dinesh Kumar	Chowkidar	5200-20200+GP2000
524.	Murlidhar	Chowkidar	5200-20200+GP1900

525.	Permeshwar Saha	Chowkidar	5200-20200+GP2000
526.	Rajesh Rai	Chowkidar	5200-20200+GP2000
527.	Rajesh	Chowkidar	5200-20200+GP1900
528.	Dheer Singh	Chowkidar	5200-20200+GP1900
529.	Vinod Kumar II	Chowkidar	5200-20200+GP1900
530.	Bhagwan Dass	Chowkidar	5200-20200+GP2000
531.	Mohan Mehto	Chowkidar	5200-20200+GP2400
532.	Jai Prakash	Chowkidar	5200-20200+GP1900
533.	Surinder Kumar	Chowkidar	5200-20200+GP2400
534.	Mahender Singh	Chowkidar	5200-20200+GP1900
535.	Jaideep Beniwal	Chowkidar	5200-20200+GP1900
536.	Imam Raza Khan	Chowkidar	5200-20200+GP1900
537.	Parveen Kumar	Chowkidar	5200-20200+GP1900
538.	Satish Kumar	Chowkidar	5200-20200+GP1900
539.	Harbir Singh	Chowkidar	5200-20200+GP1900
540.	Subhash Chand	Chowkidar	5200-20200+GP1900
541.	Rajesh Tiwari	Chowkidar	5200-20200+GP1900
542.	Naresh Kumar II	Orderly	5200-20200+GP1900
543.	Manoj Kumar	Orderly	5200-20200+GP1900
544.	Chander Bhan	Orderly	5200-20200+GP2000
545.	Bala	Orderly	4440-7440+GP 1300
546.	Hira Lal	Orderly	5200-20200+GP1900
547.	Sushila	Cleaner	4440-7440+GP1300
548.	Smt Chaurasi Devi	Cleaner	5200-20200+GP1900
549.	Bishan Lal	Bearer	5200-20200+GP2400
550.	Kishan Prasad	Bearer	5200-20200+GP2400
551.	Shiv Prasad	Bearer	5200-20200+GP2000

552.	Shyam Lal	Bearer	5200-20200+GP2000
553.	Mohan Singh	Bearer	5200-20200+GP2000
554.	Kailash Prasad	Bearer	5200-20200+GP2000
555.	Mohd Saleem Khan	Bearer	5200-20200+GP2000
556.	Girwar Singh	Bearer	5200-20200+GP1900
557.	Kesher Singh	Bearer	5200-20200+GP2000
558.	Narain Dutt	Bearer	5200-20200+GP1900
559.	Madhu Bala	Bearer	5200-20200+GP1900
560.	Uttam Singh	Bearer	5200-20200+GP2400
561.	Pratap Singh	Cook	5200-20200+GP2400
562.	Chait Singh	Cook	5200-20200+GP2400
563.	Raj Kumar	Cook	5200-20200+GP2400
564.	Radha Ballabh	Cook	5200-20200+GP2400
565.	Rajinder Prasad	Cook	5200-20200+GP2400
566.	Kishori Lal	Cook	5200-20200+GP2400
567.	Chandan Singh	Cook	5200-20200+GP2400
568.	Kanti Devi	Cook	5200-20200+GP2000
569.	Chandri Lal	cook	5200-20200+GP 2400
570.	Sudama Devi	Class IV	5200-20200+GP1900
571.	Sh Sandeep Sharma	Class IV	5200-20200+GP1900
572.	Hem Kumar	Dog Catcher	5200-20200+GP2400

The above information does not contain the particulars of interns, PG students and SR's as they are not permanent employees

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[Section 4(1) (b) (xi)]

Budget allocated

PLAN BUDGET 2016-17

(Rs.in Lakhs)

S.No.	Name of the Sector/Scheme	Activities to be Undertaken	Date of Commencement of scheme	Expected Date of Completion	Budget Outlay for the year 2016-17
1	2	3	4	5	6
1.	Additional Staff in MAM College	To make payment of Salaries to the faculty members, Para Medical Staff and other supporting staff against the sanctioned plan posts of the college.	On going Scheme	On going Scheme	1931.00
2.	Strengthening of Existing Facilities	<p>-To Purchase Books & journals and e-journals for the Central library of the college. Setting up of full version of LIBSYS Library Automation Software.</p> <p>-To make payments to the security agency engaged (through DGR) for providing the security services in the college and surrounding campus.</p> <p>-To procure Advance equipments costing more than 10 lacs as per the requirements of the different departments of the college through M/s HLL Life care Ltd./Central Procurement Agency(CPA)DHS.,Govt.of NCT Delhi.</p> <p>- To organise Hindi programmes for staff/Faculty of the college for the promotion of the use of Hindi language in the office work.</p> <p>-To improve and upgrade the Mortuary.</p> <p>-To provide recreational facilities to the staff of the college.</p> <p>-To procure Consumables & chemicals for embalming of the dead bodies as required by the Anatomy Department.</p>	-do-	-do-	321.00(R) 108.00(C)

3.	Upgradation/Modernisation of MAM College	<p>-To undertake various activities for the welfare of the students. Bio-metric system may be started in all lecture theatres and demonstration room to ensure attendance.</p> <p>-Repair/Maintenance & other activities for upgradation of the telephone exchange of the college.</p> <p>-All IT activities related to networking system maintenance/upgradation of LAN server system of MAMC. Setting up of Computer Aided Laboratory and to make the MAMC campus "Wi-fi" enabled..</p> <p>-Various equipments costing less than 10 lacs each and other kits, chemicals & consumables articles are purchased as per the requirements of different departments and different Labs and centres of the college through Central Procurement Agency(CPA)DHS, Govt.of NCT of Delhi.</p> <p>-To start a Molecular Research Laboratory for detecting aneuploidy and other molecules which hamper the IVF success in infertile couples and To start Hysteroscopy OT at IVF centre for early care of patients.</p> <p>-Activities for setting up of Rehabilitation center in the Orthopedics Department of the college are undertaken. Setting up of Arthroscopy skill lab simulation platform for improving Post Graduate students.</p>	-do-	-do-	252.00(R) 101.00(C)
4.	Strengthening of Medical Education & Training/workshops	<p>-To organize training programme/workshops in the different field of Medicine as proposed by the different departments of the college, after obtaining the necessary sanction of the Delhi Govt.</p> <p>-To organize training workshops for Under Graduate & Post Graduate students of the college on basic & advance surgical skills/life support skills after obtaining necessary sanction of the Delhi Govt by the PGMET Cell.</p>	-do-	-do-	78.00
5.	Strengthening of Medical Research	<p>-To undertake Research Project/ Research Activities in different fields of Medicine by the faculty Members/ PG students of the college after obtaining the necessary sanction of the Delhi Govt.</p>	-do-	-do-	43.00

6.	Additional/Alteration/Renovation of Buildings & Bank cum Guest House.*	To construction of hostels, Lecture Theatre and Demonstration Rooms due to increased number of seats of MBBS and PG and to undertake different type of Maintenance/ Renovation work through PWD in the various buildings of the College as per the requirements and approval of the Building Maintenance Committee of the college.	-do-	-do-	2200.00(C)
7.	New Deptt. of Neonatology	-Running the DM course in Deptt.of Neonatology as approved by MCI. -Some training equipments will be procured for the resuscitations for new born babies for Strengthening.& Upgradation of the Department.	-do-	-do-	2.00
8.	New Deptt of Pulmonary Medicine	-Various activities will be undertaken for providing required infrastructure & manpower in the newly created department of Pulmonary Medicine in the college.	-do-	-do-	1.00
9.	Expansion of MAMC *	-To obtain the architectural drawings and estimated costs for construction of additional buildings from PWD and to obtain the approval of the drawings from the local bodies as well as to obtain the EFC approval of the total cost of the project.	-do-	-do-	1.00 (R) 100.00 (C)

10.	Upgradation of Deptt of Community Medicine	-Setting up new Bio-Statistics unit in the department of Community Medicine.	-do-	-do-	1.00
11	Child Development Center	-Preparation of final drawing & estimates and approval form various local bodies & EFC approval for construction of building. -finalization of agency for commencement of the work. -Appointment of the consultant and beginning of construction work. -To procure Diagnostic kits and Dynamic Stair Trainer and some Psychological Tests for CDC.	-do-	-do-	10.00

12.	Stg. & Upgradation of MAMC for increase of PG seats in various deptt. of MAMC.	-To obtain the sanction of Govt of India for getting financial grant to increase PG seats under CSS. - After obtaining the sanction of Govt of India, the request will be made to finance Deptt, Delhi Govt for opening of new head of account for the Budget Allocation under the head for the said new scheme.	-do-	-do-	-do-
	Total				5150.00 2641.00(R) 2509.00(C)

R-Revenue
C-Capital

MAULANA AZAD MEDICAL COLLEGE, NEW DELHI

PLAN BUDGET, MODIFIED REVISED ESTIMATES and EXPENDITURE FOR THE YEAR 2014-15 & 2015-16 (Rs.in Lakhs)

S. No	Name of the scheme	2014-15			2015-16		
		Budget Outlay	Modify Revised Estimates	Expd.upto March 2015	Budget Outlay	Modify Revised Estimates	Expd.upto March 2016
1.	Additional Staff in MAM College	1420.00	1556.00	1437.02	1682.00	1756.00	1516.65
2.	Strengthening of Existing Facilities	599.00	602.00	215.45	424.00 (R) 86.00(C)	427.00 (R) 308.00(C)	422.68 (R) 17.68(C)
3.	Upgradation/Modernisation of MAM College	341.00	406.00	379.18	181.00 (R) 20.00 (C)	227.00 (R) 90.00(C)	207.64 (R) 77.46(C)
4.	Strengthening of Medical Education & Training/workshops	51.00	48.00	45.45	82.00	19.00	20.04
5.	Strengthening of Medical Research	31.00	33.00	14.69	40.00	40.00	12.07
6.	Additional/Alteration/Renovation of Buildings & Bank cum Guest House *	0.00	1090.00 (C)	0.00	2550.00(C)	2090.00 (C)	0.00
7.	New Deptt. of Neonatology	2.00	2.00	1.61	2.00	2.00	1.23
8.	New Deptt of Pulmonary Medicine	1.00	1.00	0.00	1.00	1.00	0.00
9.	Expansion of MAMC *	1.00	1.00(R) 10.00 (C)	0.00	1.00(R) 10.00(C)	1.00(R) 10.00(C)	0.00
10.	Upgradation of Deptt of Community Medicine	5.00	5.00	2.42	5.00	1.00	0.00
11.	Child Development Center	15.00	15.00	0.81	15.00	10.00	9.98
12.	Stg. & Upgradation of MAMC for increase of PG seats in various deptt of MAMC.	1.00	1.00	0.00	1.00	1.00	0.00
	Total	2467.00 (R)	2670.00(R) 1100.00(C) 3770.00	2096.63(R)	2434.00 (R) 2666.00(C) 5100.00	2485.00(R) 2498.00(C) 4983.00	2190.29 (R) 95.14 (C) 2285.43

*Expenditure in respect of Capital schemes at S.No.6 & 9 is provided by PWD directly to Planning Department, GNCT Delhi.

R-Revenue, C-Capital

MANUAL 12

[Section 4 (1) (b) (xii)]

The manner of execution of subsidy program

No subsidy has been granted to Institutions as well as individuals. However, travel concession and seminar fee etc. has been given to teachers / employees.

MANUAL 13

[Section 4 (1) (b) (xiii)]

Particulars of recipients of concession, permits or authorizations granted

NIL

MANUAL 14

[Section 4 (1) (b) (xiv)]

Information available in an electronic form

Details of Information such as courses offered, admission procedure, examination, facilities available, details of department, fee structures, etc. are available on department website <http://www.mamc.ac.in>

MANUAL 15

[Section 4(1) (b) (xv)]

Particulars of facilities available to citizens for obtaining information

Facilities available for obtaining information

S. No.	Facility Available	Nature of information available	Working hours
1	Website http://www.mamc.ac.in	<ul style="list-style-type: none">▪ About Us▪ History▪ Courses▪ Departments▪ Organisational Setup▪ Admission▪ Fee▪ Examination Schedule▪ Examination Results▪ Hostel Facilities▪ Recreation▪ Student's Counseling▪ Information Technology Facility▪ Library▪ Book Bank▪ Guest House▪ Rotation Schedule▪ Aid Funds▪ Student Activities▪ Student Union▪ Awards / Prizes▪ Alumni▪ HOD Directory▪ Tender & Notice▪ Department Directory▪ Research & Developments▪ Research Society▪ Animal House▪ Citizen Charters▪ Downloads<ul style="list-style-type: none">▪ Associated Hospital Links (<u>Lok Nayak Hospital</u>, Guru Nanak Eye Centre, G. B. Pant Hospital, Chacha Nehru's Children Hospital, Sushruta Trauma Centre)	Round the Clock

MANUAL 16

[Section 4(1) (b) (xvi)]

Names, Designations and other Particulars of Public Information Officer and 1st Appellate Authority

1st Appellate Authority:

Dr. S K Khanna (Director Professor, Forensic Medicine Department) 2nd
Floor Anatomy Block, Forensic Medicine Department,
2-BSZ Marg, Maulana Azad Medical College, New Delhi-02
Mobile No. 9968904256

State Public Information Officer:

Shri Mansoor Usmani Administrative Officer (Estate cell)
Opposite Dean Office,
2-BSZ Marg, Maulana Azad Medical College, New Delhi-02
Phone No. 011-23239271 extn. -

Assistant Public Information Officer:

Sh. Bhupal Chand, Office Superintendent (Estt.-II)
R.No.-10, Establishment Branch,
2-BSZ Marg, Maulana Azad Medical College, New Delhi-02
Phone No. 011-23239271 extn. 106

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[Section 4(1) (b) (xvii)]

As per information received from concerned departments.