



शरीरमाद्यं खलु धर्मसाधनम्

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

NEW DELHI

AGENDA

PART-I

FOR THE 158TH MEETING OF THE

GOVERNING BODY

TO BE HELD ON : 15th June, 2021 (Tuesday)
TIME : 11.30 A.M.
PLACE : Conference Room, 3rd Floor
Hon'ble HFM's Office
Nirman Bhawan, New Delhi

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

No.F. 1-1/2021-Genl.

Ansari Nagar, New Delhi-29

Dated: 03-6-2021

MEMORANDUM

Subject:- 158th meeting of the Governing Body scheduled to be held on Tuesday the 15th June, 2021 at 11:30 A.M. in Room No. 347-A, Committee Room, Nirman Bhawan, New Delhi.

Further to this office Memorandum of even number dated 31.05.2021 on the above mentioned subject, the *Agenda* for the Governing Body Meeting is enclosed.



**(PROF. RANDEEP GULERIA)
DIRECTOR &
MEMBER SECRETARY**

Encl.: As above

The Chairman and all the
Members of the Governing Body

ALL INDIA INSTITUTE OF MEDICAL SCIENCESPresent composition of the **Governing Body** Members

- | | |
|---|-------------------------------|
| 1. Dr. Harsh Vardhan Minister of Health & Family Welfare Nirman Bhawan, New Delhi – 110011 | Chairman |
| 2. Vacant Member of Parliament | Member |
| 3. Shri Rajesh Bhushan Secretary (H&FW) Govt. of India Ministry of Health & Family Welfare Nirman Bhawan, New Delhi – 110011 | Member |
| 4. Shri Amit Khare Secretary to the Govt. of India Department of Higher Education, Ministry of Human Resource Development Shastri Bhawan, New Delhi-110001 | Member |
| 5. Dr. D.S. Rana Chairman, Board of Management Sir Ganga Ram Hospital, New Delhi | Member |
| 6. Dr. Sunil Kumar Director General of Health Services Govt. of India Nirman Bhawan, New Delhi – 110011 | Member (Ex-Officio) |
| 7. Dr. Mahesh B. Patel F-001, Shilalekh Society, Opposite Police Stadium, Shahi Baug, Ahmedabad – 38004 (Gujarat) | Member (w.e.f. 12.02.2016) |
| 8. Dr. D.G. Mhaisekar Vice Chancellor, Maharashtra University of Health Sciences, Dindori Road, Mhasrul, Nashik – 422004 | Member (w.e.f. 12.02.2016) |

9. **Dr. D.S. Gangwar**
Addl. Secretary and Financial Adviser
Govt. of India,
Ministry of Health & Family Welfare,
Nirman Bhawan, New Delhi – 110011

Member

10. **Prof. Randeep Guleria**
Director, AIIMS

Member Secretary

AGENDA FOR THE 158TH GOVERNING BODY MEETING TO BE HELD ON 15TH JUNE, 2021 AT 11.30 A.M. IN THE CONFERENCE ROOM (3RD FLOOR) OF THE HON'BLE HFM'S OFFICE IN NIRMAN BHAWAN, NEW DELHI.

PART-I

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| GB-158/10 | To consider the representations regarding approved guidelines for functioning of Centres, formation of Divisions and Units at AIIMS, New Delhi. | 175-254 |

Through Special Messenger
By Speed Post

Item No. GB-158/1

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

F.No. 2-1/2018-Genl.

Ansari Nagar, New Delhi-29

Dated: 20 FEB 2019

MEMORANDUM

Subject:- Minutes of the 157th Meeting of the Governing Body held on Thursday, the 24th January, 2019 at 10:45 A.M. in the Dr. Ramalingaswami Board Room, AIIMS, New Delhi.

Minutes of the Governing Body meeting held on 24th January, 2019 at 10:45 A.M. in the Dr. Ramalingaswami Board Room, AIIMS, New Delhi as duly approved by the Chairman are circulated to Chairman and all the Members of the Governing Body for information and further necessary action.



(PROF. RANDEEP GULERIA)
DIRECTOR &
MEMBER SECRETARY

Encl. As above

The Chairman and all the
Members of the Governing Body.

Minutes of 157th Meeting of Governing Body of AIIMS Delhi held at 10.45 A.M. on 24th January, 2019.

Meeting of the 157th meeting of the Governing Body (GB) of AIIMS, New Delhi was held at 10.45 A.M. on 24th January, 2019 in Ramalingaswami Board Room at AIIMS New Delhi. The followings members were present:-

- 1) Shri Jagat Prakash Nadda -- Chairman
Hon'ble Union Minister of Health & Family Welfare
Government of India,
Nirman Bhawan,
New Delhi - 110 011
- 2) Shri Ramesh Bidhuri -- Member
Hon'ble Member of Parliament (Lok Sabha)
H.No.179, Sunpath House,
Village Tughlakabad
New Delhi - 110 044
- 3) Smt. Preeti Sudan -- Member
Secretary to the Govt. of India,
Ministry of Health & Family Welfare,
Nirman Bhawan,
New Delhi - 110 011
- 4) Dr. S Venkatesh -- Member
Director General of Health Services,
Government of India,
Ministry of Health & Family Welfare
Nirman Bhawan, New Delhi - 110 011
- 5) Shri R K Vats -- Member
Special Secretary & Financial Adviser
Government of India
Ministry of Health & Family Welfare,
Nirman Bhawan, New Delhi - 110 011

- 6) Dr. D.S. Rana -- Member
 Chairman
 Board of Management
 Sir Ganga Ram Hospital,
 New Delhi
- 7) Dr. D.G. Mhaisekar -- Member
 Vice Chancellor,
 Maharashtra University of Health Sciences,
 Dindori Road, Mhasrul,
 Nashik-422004
- 8) Prof. Randeep Guleria -- Member Secretary
 Director
 All India Institute of Medical Sciences
 Ansari Nagar
 New Delhi -110 029

Following members could not attend the meeting:-

- 1) Prof. Ram Gopal Yadav, MP (Rajya Sabha)
 8-A, Lodhi Estate
 New Delhi
- 2) Shri R Subrahmanyam
 Secretary to the Govt. of India
 Deptt. of Higher Education
 Ministry of Human Resource Development
 Shastri Bhawan,
 New Delhi - 110 001
- 3) Dr Mahesh B Patel
 F-001, Shilalekh Society
 Opposite Police Stadium
 Shahi Baug, Ahemdabad

Shri Arun Singhal, Additional Secretary and Shri Sudhansh Pant, JS, attended the meeting as Special Invitee from MoHF&W. Dr V K Bahl, Dean (Academic), AIIMS, New Delhi, Dr. D.K. Sharma, MS, AIIMS, New Delhi also attended the meeting as Special Invitee. Shri Subhashish Panda, Dy. Director (Admn.) and Shri Neeraj Kumar Sharma, Sr. Financial Adviser, AIIMS, New Delhi were also present during the meeting.

The quorum for the meeting was fulfilled. With the permission of Chairman, Governing Body AIIMS, the agenda items were presented for discussion by the Director, AIIMS as follows: -

ITEM NO.GB-157/1

Confirmation of the final minutes of the 156th Governing Body meeting held on 21st December, 2017

Director, AIIMS informed that no comments or objections have been received from any member of the Governing Body on the Minutes of the Governing Body meeting held on 21st December, 2017.

Minutes of Governing Body meeting held on 21st December, 2017 were confirmed.

ITEM NO.GB-157/2

Action Taken Report on the final minutes of the 155th Governing Body meeting held on 10.10.2017

Director, AIIMS informed about the action taken on final minutes of 155th Governing Body Minutes held on 10.10.2017. Governing Body noted the action taken. In regards to agenda no GB-155/14 for amendment in recruitment rules for post of Chief Security Officer as per decision of GB-155, Hon'ble Chairman desire to know if the post of Additional Chief Security Officer has been created. Director, AIIMS Delhi informed that the proposed recruitment rules has been sent to

MoHF&W along with the proposal for creation of a post of Additional Chief Security Officer.

ITEM NO.GB-157/3

Action Taken Report on the final minutes of the 156th Governing Body meeting held on 21.12.17

Director, AIIMS informed about the action taken on final minutes of 155th Governing Body Minutes held on 21.12.2017. In regard to agenda no GB-156/7, Hon'ble Chairman desired that periodicity of recruitment exams of nurses may be made twice in a year to meet the overall shortage in nursing cadre in different AIIMS.

ITEM NO.GB-157/4

Confirmation of the minutes of the 217th meeting of Standing Finance Committee held on 05.11.2018

Governing Body ratified the minutes of 217th meeting of the Standing Finance Committee.

ITEM NO.GB-157/5

To consider the minutes of the 116th meeting of Academic Committee held on 06.03.2018 at AIIMS, New Delhi

Governing Body noted the decisions of the Academic Committee taken in its meeting held on 06.03.2018.

ITEM NO.GB-157/6

To consider the minutes of the 117th meeting of Academic Committee held on 20.11.2018 at AIIMS, New Delhi

Governing Body noted the decisions of Academic Committee taken in its meeting held on 20.11.2018.

ITEM NO.GB-157/7

To examine the report of the committee constituted to consider the issue of non-medical faculty doctors as Head of the Department/Acting Head of the Department in Clinical Departments at AIIMS, New Delhi

Governing Body deliberated the recommendation of the Committee and agreed that Headship of Clinical Departments (Head of Department/Acting Head) should be entrusted to medical faculty members only. It was decided that recruitment rules of non-medical faculty member may be amended accordingly.

ITEM NO.GB-157/8

Enhancement in the Age of Superannuation of Medical and Scientific Specialists at the AIIMS, New Delhi from 60 years to 62 years.

Governing Body deliberated the proposal for increasing age of superannuation of scientists of AIIMS from 60 to 62 years. Director, AIIMS informed that the proposal has been earlier approved by G.B. in its meeting on 26.11.2009 and ratified by I.B. Thereafter, the matter was sent to MOHFW for Gazette notification. The then Health Secretary had some observations regarding procedure of appointment of scientific cadres in projects and AIIMS should make effort to attract best talent through direct recruitment. Director AIIMS further informed that AIIMS is framing guidelines for making initial appointment of Scientists through open, fair, transparent manner. Health Secretary stated that the proposal of increase in retirement age may require approval of Cabinet. Hon'ble Chairman desired that clarity in procedure may be brought in and the proposal may be processed accordingly. Governing Body agreed that the matter may be placed before the Chairman for decision on the matter.

ITEM NO.GB-157/9

To consider the proposal for absorption/regularization of Research Staff after completion of 15 years of service rendered by them in various projects at AIIMS, New Delhi.

Governing Body deliberated upon the proposal of absorption/regularization of 29 research staff. Additional Secretary desired to know if recruitment rule allows absorption. Director AIIMS informed that Governing Body in its meeting on 21.10.2016 had approved that research staff fulfilling the requirement of eligibility may be absorbed/regularized. Additional Secretary stated that GB in the same meeting also decided that in future, research staff must be phased out once their tenure under a project is completed and therefore, desired to know if some staff has been phased out. Governing Body decided that AIIMS Delhi may send the detailed proposal to Hon'ble Chairman and authorized Hon'ble Chairman to take further decision. The decision may be brought before the next GB for ratification.

ITEM NO.GB-157/10

To consider the proposal for regularisation of the services of Sh. Ravinder Kumar to the post of Lower Division Clerk in level-2 in pay matrix (Pre-revised PB-1 Rs.5200-20200 +Rs.1900 Grade pay) at the AIIMS, New Delhi.

Governing body deliberated and approved the proposal for regularisation of the services of Sh. Ravinder Kumar to the post of Lower Division Clerk in level-2 in pay matrix (Pre-revised PB-1 Rs.5200-20200 +Rs.1900 Grade pay) with effect from 25.06.2014.

ITEM NO.GB-157/11

To consider the proposal for Regularization of service of Mrs. Jyoti Sahni (Nee Tomar) to the post of Stenographer in PB-1 Rs.5200-20200 +Rs.2400 Grade pay at the AIIMS, New Delhi as per the Hon'ble CAT Directions in OA No.3331/2015 dated 09.01.2018.

Governing body deliberated and approved the proposal for regularization of service of Mrs. Jyoti Sahni to the post of Stenographer in PB-1 Rs.5200-20200 +Rs.2400 Grade pay as per the Hon'ble CAT Directions in OA No.3331/2015 dated 09.01.2018. Hon'ble Chairman also desired that a mechanism should be built in to ensure that contractual services are concluded after initial contract period so that such regularization requirement does not arise in future.

ITEM NO.GB-157/12

To consider the proposal for enhancement in the upper age limit for applying to the post of Principal, College of Nursing at the AIIMS, New Delhi.

Governing body deliberated and approved the proposal for enhancement in the upper age limit from 50 years to 55 years for applying to the post of Principal, College of Nursing at the AIIMS, New Delhi. Hon'ble Chairman also desired that this proposal may be considered for all AIIMS also and therefore, may be placed before Central Institute Body (CIB) for decision.

ITEM NO.GB-157/13

To consider the appeal of Mr. Deepak Katara, Ex-Sister Grade-II (Re-designated as Nursing Officer), AIIMS, New Delhi against the penalty of removal from service.

Governing body deliberated and rejected the appeal of Shri Deepak Katara.

ITEM NO.GB-157/14

To consider the appeal filed by Ms. Sushil, Sister Grade-II (Re-Designated as nursing officer), at the AIIMS, New Delhi against the penalty of Reduction of salary to four times lower stage in time scale for a period of four years.

Governing body deliberated and rejected the appeal of Ms Sushil, Sister Grade-II.

ITEM NO.GB-157/15

To consider appeal dated 23.06.2014 filed by Mr. Asha Ram Changal, Ex-Sister Gr-II, AIIMS, New Delhi against the penalty of removal from service imposed against him vide order dated 07.05.2014 as an outcome of a disciplinary proceedings under CCS (CCA) Rules, 1965.

Governing body deliberated and rejected the appeal of Mr Asha Ram Changal, Ex-Sister Grade-II.

ITEM NO.GB-157/16

To consider appeal dated 19.06.2014 filed by Ms. Guneet Kaur, Ex. Technician (Radio), AIIMS, New Delhi against the penalty order dated 24.02.2018 issued by the disciplinary authority for removal from service against her under the provisions of CCS (CCA) Rules, 1965.

Governing Body considered the appeal of Ms Guneet Kaur and advised to examine the overall performance and behaviour of the appellant during her service in the Institute and thereafter place the matter before the Chairman for a decision.

ITEM NO.GB-157/17

Re-consideration of the imposition of major penalty on Shri S.S. Bhaduria, Ex. Store Officer on conclusion of disciplinary proceedings under Rule 14 of CCS(CCA) Rules, 1965 against him.

Governing Body considered the matter in compliance with the directions of the Hon'ble CAT in OA No.2952/2013. It was decided to continue with the compulsory retirement while reducing "the withdrawal of 50% of his pension for a period of five years" to "25% reduction in his pension for the said period of five year".

ITEM NO.GB-157/18

To consider an appeal of Ms. Sangeeta Narang, Librarian Grade-I, AIIMS, New Delhi against the penalty of "Reduction by two stages in time scale of pay for a period of two years during which time she will not earn any increment, but which will not have any impact on future increment of her pay" imposed on her under CCS (CCA) Rule, 1965.

Governing body deliberated and rejected the appeal of Ms Sangeeta Narang, Librarian Grade-I.

ITEM NO.GB-157/19

To consider the proposal for change of Nomenclature of the post existing in the cadre of Sanitary Attendant working in the Office & Wards to that of MTS (Multi Tasking Staff) Sanitation at the AIIMS, New Delhi.

Governing body deliberated and approved the proposal. Hon'ble Chairman desired that similar changes may be considered by CIB for other AIIMS also.

ITEM NO.GB-157/20

To consider the proposal for change of Nomenclature in respect of various posts of Administrative Cadre at AIIMS.

Governing body deliberated and approved the proposal. Hon'ble Chairman desired that the similar changes may be considered by CIB for other AIIMS also.

ITEM NO.GB-157/21

To consider the request of voluntary retirement submitted by Dr. Alka Kriplani, Prof. & HOD of Obstetrics & Gynaecology at the AIIMS, New Delhi.

Governing body deliberated and accepted the request of Dr Alka Kriplani.

ITEM NO.GB-157/22

To consider the proposal for grant of voluntary retirement to Dr. G.C. Khilnani, Professor & HOD of Pulmonary Medicine & Sleep Disorders from the service of this Institute w.e.f. 01.11.2018 (FN) – Ex-Post-Facto approval.

Governing body deliberated and accepted the request of Dr G C Khilnani.

ITEM NO.GB-157/23

To consider the representation submitted by the faculties, AIIMS, New Delhi for retaining their quarters/waiving off damage rent at AIIMS, New Delhi, during their deputation period.

Governing body deliberated on the proposal and stated that AIIMS Delhi may formulate a policy and send it to the Hon'ble Chairman for consideration.

ITEM NO.GB-157/24

To consider the proposal for counting of past service rendered on ad-hoc basis by faculty member/employees for the purpose of extension of benefit of GPF & old pension scheme.

The Governing Body desired that the matter may be deferred in view of pending SLP filed by the GoI in the Court.

ITEM NO.GB-157/26 (Table Agenda Item)Implementation of Master Plan of AIIMS, New Delhi

Director AIIMS informed Governing Body that the Standing Finance Committee in its meeting on 17th January, 2019 has considered and approved the proposal for Implementation of Master Plan of AIIMS, New Delhi at an estimated cost of Rs 10,345 Crores to be developed over 70 months.

The Governing Body discussed the proposed Master Plan and the plan for its implementation. Health Secretary stated that the agenda proposed by AIIMS Delhi

includes a PMU (Project Monitoring Unit) in addition to a Project Management Consultant (PMC), which may raise the cost of the project and therefore, desired that all the aspects may be clearly reflected with the justification in the proposal while sending to EFC and Cabinet.

Governing Body agreed with the proposal in-principle.

ITEM NO.GB-157/27 (Table Agenda Item)

To consider all disability categories mentioned in PwBD Act 2016 for Nursing Officer to be conducted by AIIMS New Delhi till the decision of Committee constituted by AIIMS Delhi on direction of Ministry of Social Justice and Empowerment

The Governing Body was briefed about a petition filed in the Hon'ble High Court by one acid attack victim vide petition no. 6897/2018, 11456/2018 & CM Application 44346/2018 claiming her candidature as per the PwBD Act, 2016. It was informed that an Expert Committee has been constituted by AIIMS, New Delhi for identifying posts suitable for persons with bench mark disabilities in pursuance of the provisions under the said Act and as advised by the Ministry of Social Justice and Empowerment. The GB decided that all disability categories mentioned in the Act may be considered provisionally to appear in the examination to be conducted by AIIMS, New Delhi for Nursing Officers until the final decision is taken in this regard based on the recommendation of the said Committee.

The meeting ended with a vote of thanks to all those present.

(Prof. Randeep Guleria)
Director
&
Member Secretary
Governing Body, AIIMS

(Jagat Prakash Nadda)
Hon'ble HFM
&
Chairman
Governing Body, AIIMS

ACTON TAKEN ON THE MINUTES OF THE 157TH MEETING OF THE GOVERNING BODY HELD ON THURSDAY, THE 24TH JANUARY, 2019 AT 10:45 A.M. IN THE DR. RAMALINGASWAMI BOARD ROOM, AIIMS, NEW DELHI.

| DECISION | ACTION TAKEN |
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| <p style="text-align: center;"><u>ITEM NO.GB-157/1</u></p> <p>Confirmation of the final minutes of the 156th Governing Body meeting held on 21st December, 2017</p> <hr/> <p>Director, AIIMS informed that no comments or objections have been received from any member of the Governing Body on the Minutes of the Governing Body meeting held on 21st December, 2017.</p> <p>Minutes of Governing Body meeting held on 21st December, 2017 were confirmed.</p> | <p style="text-align: center;">Noted</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/2</u></p> <p>Action Taken Report on the final minutes of the 155th Governing Body meeting held on 10.10.2017</p> <hr/> <p>Director, AIIMS informed about the action taken on final minutes of 155th Governing Body Minutes held on 10.10.2017. Governing Body noted the action taken. In regards to agenda no GB-155/14 for amendment in recruitment rules for post of Chief Security Officer as per decision of GB-155, Hon'ble Chairman desire to know if the post of Additional Chief Security Officer has been created. Director, AIIMS Delhi informed that the proposed recruitment rule has been sent to MoHF&W along with the proposal for creation of a post of Additional Chief Security Officer.</p> | <p>The matter regarding creation of promotional post of Additional Chief Security Officer in PB-3 with Grade Pay of Rs.7600 was referred to the Ministry of Health & Family Welfare vide letter dated 22.11.2019 for necessary concurrence/approval of the Ministry. The Ministry has now informed that the proposal was referred to IFD and IFD has made some observations. The reply has been sent to the Ministry vide letter No.F.1-30/2016-Estt.(RCT) (PF-II) dated 04.07.2020.</p> |

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| <p style="text-align: center;"><u>ITEM NO.GB-157/3</u></p> <p>Action Taken Report on the final minutes of the 156th Governing Body meeting held on 21.12.17</p> <hr/> <p>Director, AIIMS informed about the action taken on final minutes of 155th Governing Body Minutes held on 21.12.2017. In regard to agenda no GB-156/7, Hon'ble Chairman desired that periodicity of recruitment exams of nurses may be made twice in a year to meet the overall shortage in nursing cadre in different AIIMS.</p> | <p>The recruitment examinations for the post of Nursing Officer have been done twice in the last year to cover up overall shortage in the cadre of Nursing at the AIIMS, New Delhi and other Institutes.</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/4</u></p> <p>Confirmation of the minutes of the 217th meeting of Standing Finance Committee held on 05.11.2018</p> <hr/> <p>Governing Body ratified the minutes of 217th meeting of the Standing Finance Committee.</p> | <p style="text-align: center;">Noted</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/5</u></p> <p>To consider the minutes of the 116th meeting of Academic Committee held on 06.03.2018 at AIIMS, New Delhi</p> <hr/> <p>Governing Body noted the decisions of the Academic Committee taken in its meeting held on 06.03.2018.</p> | <p style="text-align: center;">Noted</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/6</u></p> <p>To consider the minutes of the 117th meeting of Academic Committee held on 20.11.2018 at AIIMS, New Delhi</p> <hr/> | |

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| <p>Governing Body noted the decisions of Academic Committee taken in its meeting held on 20.11.2018.</p> | <p>Noted</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/7</u></p> <p>To examine the report of the committee constituted to consider the issue of non-medical faculty doctors as Head of the Department/Acting Head of the Department in Clinical Departments at AIIMS, New Delhi</p> <hr/> <p>Governing Body deliberated the recommendation of the Committee and agreed that Headship of Clinical Departments (Head of Department/Acting Head) should be entrusted to medical faculty members only. It was decided that recruitment rules of non-medical faculty member may be amended accordingly.</p> | <p>A notification in this regard vide Notification No.F.6-5/98-Estt.I (pt. File) dated 08.04.2019 has been issued within the Institute.</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/8</u></p> <p><u>Enhancement in the Age of Superannuation of Medical and Scientific Specialists at the AIIMS, New Delhi from 60 years to 62 years.</u></p> <hr/> <p>Governing Body deliberated the proposal for increasing age of superannuating of scientists of AIIMS from 60 to 62 years. Director, AIIMS informed that the proposal has been earlier approved by G.B. in its meeting on 26.11.2009 and ratified by I.B. Thereafter, the matter was sent to MOHFW for Gazette notification. The then Health Secretary had some observations regarding procedure of appointment of scientific cadres in projects and AIIMS should make effort to attract best talent through direct recruitment. Director AIIMS further informed that AIIMS is framing guidelines for making initial appointment of Scientists through open,</p> | <p>As per decision of the GB the matter sent to the Ministry of Health and Family Welfare for consideration and approval, but the same was returned back with the remarks that the same may be resubmitted to the President, AIIMS. In the meantime, a proposal was submitted to the President, AIIMS (for approval of absorption) wherein the guideline to point No.(c) ante ii (i.e. Guidelines are being formulated by a Committee appointed under Dean(Research) for making the initial appointment of Scientist through an open, fair, transparent and equitable</p> |

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| <p>fair, transparent manner. Health Secretary stated that the proposal of increase in retirement age may require approval of Cabinet. Hon'ble Chairman desired that clarity in procedure may be brought in and the proposal may be processed accordingly. Governing Body agreed that the matter may be placed before the Chairman for decision on the matter.</p> | <p>manner) is under consideration. Once that approval is received, the current proposal will be submitted after appropriate incorporation.</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/9</u></p> <p>To consider the proposal for absorption/regularization of Research Staff after completion of 15 years of service rendered by them in various projects at AIIMS, New Delhi.</p> <hr/> <p>Governing Body deliberated upon the proposal of absorption/regularization of 29 research staff. Additional Secretary desired to know if recruitment rule allows absorption. Director AIIMS informed that Governing Body in its meeting on 21.10.2016 had approved that research staff fulfilling the requirement of eligibility may be absorbed/regularized. Additional Secretary stated that GB in the same meeting also decided that in future, research staff must be phased out once their tenure under a project is completed and therefore, desired to know if some staff has been phased out. Governing Body decided that AIIMS Delhi may send the detailed proposal to Hon'ble Chairman and authorized Hon'ble Chairman to take further decision. The decision may be brought before the next GB for ratification.</p> | <p>As per the decision of the Governing Body, the matter regarding absorption/regularization of 29 Research Staff has been referred to the Hon'ble Chairman and the same has been approved by the Chairman. Accordingly, 29 employees were offered absorption/regularization vide Institute letter No.9-42/2012-Estt.(RCT) dated 23.01.2020. 27 employees have joined in respective posts offered to them, One candidate had refused to join the post offered to him and one candidate had represented against the post offered to her on absorption and the same is under consideration.</p> |

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| <p style="text-align: center;"><u>ITEM NO.GB-157/10</u></p> <p>To consider the proposal for regularisation of the services of Sh. Ravinder Kumar to the post of Lower Division Clerk in level-2 in pay matrix (Pre-revised PB-1 Rs.5200-20200 +Rs.1900 Grade pay) at the AIIMS, New Delhi.</p> <hr/> <p>Governing body deliberated and approved the proposal for regularisation of the services of Sh. Ravinder Kumar to the post of Lower Division Clerk in level-2 in pay matrix (Pre-revised PB-1 Rs.5200-20200 +Rs.1900 Grade pay) with effect from 25.06.2014.</p> | <p>The decision of the GB has been implemented vide office memorandum No. 9-165/2017-Estt.(RCT) dated 11.04.2019</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/11</u></p> <p>To consider the proposal for Regularization of service of Mrs. Jyoti Sahni (Nee Tomar) to the post of Stenographer in PB-1 Rs.5200-20200 +Rs.2400 Grade pay at the AIIMS, New Delhi as per the Hon'ble CAT Directions in OA No.3331/2015 dated 09.01.2018.</p> <hr/> <p>Governing body deliberated and approved the proposal for regularization of service of Mrs. Jyoti Sahni to the post of Stenographer in PB-1 Rs.5200-20200 +Rs.2400 Grade pay as per the Hon'ble CAT Directions in OA No.3331/2015 dated 09.01.2018. Hon'ble Chairman also desired that a mechanism should be built in to ensure that contractual services are concluded after initial contract period so that such regularization requirement does not arise in future.</p> | <p>The decision of the GB has been implemented vide office memorandum No. 9-318/2015-Estt.(RCT) dated 18.04.2019.</p> <p>Further, a decision has been taken by the Institute that the contractual appointment are made for a period of maximum two years only and the Recruitment Cell is strictly followed the same.</p> |

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| <p style="text-align: center;"><u>ITEM NO.GB-157/12</u></p> <p>To consider the proposal for enhancement in the upper age limit for applying to the post of Principal, College of Nursing at the AIIMS, New Delhi.</p> <hr/> <p>Governing body deliberated and approved the proposal for enhancement in the upper age limit from 50 years to 55 years for applying to the post of Principal, College of Nursing at the AIIMS, New Delhi. Hon'ble Chairman also desired that this proposal may be considered for all AIIMS also and therefore, may be placed before Central Institute Body (CIB) for decision.</p> | <p>A notification in this regard has been issued vide this Office Letter No.20-20/2018-Estt.I dated 27.03.2019</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/13</u></p> <p>To consider the appeal of Mr. Deepak Katara, Ex-Sister Grade-II (Re-designated as Nursing Officer), AIIMS, New Delhi against the penalty of removal from service.</p> <hr/> <p>Governing body deliberated and rejected the appeal of Shri Deepak Katara.</p> | <p>The decision of Governing Body has been conveyed to Sh. Deepak Katara, Ex. Sister Grade-II vide O.M. No. 17-35/89-Estt.(H) dated 13.03.2019.</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/14</u></p> <p>To consider the appeal filed by Ms. Sushil, Sister Grade-II (Re-Designated as nursing officer), at the AIIMS, New Delhi against the penalty of Reduction of salary to four times lower stage in time scale for a period of four years.</p> <hr/> <p>Governing body deliberated and rejected the appeal of Ms Sushil, Sister Grade-II.</p> | <p>The decision of Governing Body has been conveyed to Ms. Sushil, Sister Grade-II vide O.M. No. 17-88/2000-Estt.(H) dated 25.03.2019.</p> |

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| <p style="text-align: center;"><u>ITEM NO.GB-157/15</u></p> <p>To consider appeal dated 23.06.2014 filed by Mr. Asha Ram Changal, Ex-Sister Gr-II, AIIMS, New Delhi against the penalty of removal from service imposed against him vide order dated 07.05.2014 as an outcome of a disciplinary proceedings under CCS (CCA) Rules, 1965.</p> <hr/> <p>Governing body deliberated and rejected the appeal of Mr Asha Ram Changal, Ex-Sister Grade-II.</p> | <p>An order No. 41-394/2017-Legal Cell dated 07.05.2019 conveyed to Mr. Asha Ram Changal, Ex-Sister Grade-II (Male)</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/16</u></p> <p>To consider appeal dated 19.06.2014 filed by Ms. Guneet Kaur, Ex. Technician (Radio), AIIMS, New Delhi against the penalty order dated 24.02.2018 issued by the disciplinary authority for removal from service against her under the provisions of CCS (CCA) Rules, 1965.</p> <hr/> <p>Governing Body considered the appeal of Ms Guneet Kaur and advised to examine the overall performance and behaviour of the appellant during her service in the Institute and thereafter place the matter before the Chairman for a decision.</p> | <p>The overall performance and behavior of Ms. Guneet Kaur during her service was examined and submitted to the Chairman of the Governing Body for decision and after consideration of it, the Chairman of the Governing Body rejected the appeal of Ms. Guneet Kaur, Ex-Technician (Radiology). She was communicated accordingly, vide order No. F.39-6/2017-Legal Cell dated 27.08.2019.</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/17</u></p> <p>Re-consideration of the imposition of major penalty on Shri S.S. Bhaduria, Ex. Store Officer on conclusion of disciplinary proceedings under Rule 14 of CCS(CCA) Rules, 1965 against him.</p> <hr/> <p>Governing Body considered the matter in compliance with the directions of the Hon'ble CAT in OA No.2952/2013. It was decided to</p> | |

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| <p>continue with the compulsory retirement while reducing "the withdrawal of 50% of his pension for a period of five years" to "25% reduction in his pension for the said period of five year".</p> | <p>The decision of Governing Body has been conveyed to Sh. S.S. Bhaduria, Ex-Stores Officer vide Order No. Vig.2-271/1999-Pt. File dated 16.05.2019.</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/18</u></p> <p>To consider an appeal of Ms. Sangeeta Narang, Librarian Grade-I, AIIMS, New Delhi against the penalty of "Reduction by two stages in time scale of pay for a period of two years during which time she will not earn any increment, but which will not have any impact on future increment of her pay" imposed on her under CCS (CCA) Rule, 1965.</p> <hr/> <p>Governing body deliberated and rejected the appeal of Ms Sangeeta Narang, Librarian Grade-I.</p> | <p>The decision of Governing Body has been conveyed to Ms. Sangeeta Narang, Librarian Grade-I vide O.M. No. 31-9/94-Estt.I dated 25.03.2019.</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/19</u></p> <p>To consider the proposal for change of Nomenclature of the post existing in the cadre of Sanitary Attendant working in the Office & Wards to that of MTS (Multi Tasking Staff) Sanitation at the AIIMS, New Delhi.</p> <hr/> <p>Governing body deliberated and approved the proposal. Hon'ble Chairman desired that similar changes may be considered by CIB for other AIIMS also.</p> | <p>The decision of the GB has been implemented vide O.M. No. 9-328/2018-Estt. (RCT) dated 28.03.2019.</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/20</u></p> <p>To consider the proposal for change of Nomenclature in respect of various posts of Administrative Cadre at AIIMS.</p> | |

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| <p>Governing body deliberated and approved the proposal. Hon'ble Chairman desired that the similar changes may be considered by CIB for other AIIMS also.</p> | <p>The decision of the GB has been implemented vide O.M. No. 12-14/2018-Estt. (RCT) dated 29.03.2019.</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/21</u></p> <p>To consider the request of voluntary retirement submitted by Dr. Alka Kriplani, Prof. & HOD of Obstetrics & Gynaecology at the AIIMS, New Delhi.</p> <hr/> <p>Governing body deliberated and accepted the request of Dr Alka Kriplani.</p> | <p>The approval of the Governing Body has been implemented vide this office Notification No.6-17/89-Estt.I dated 14.03.2019.</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/22</u></p> <p>To consider the proposal for grant of voluntary retirement to Dr. G.C. Khilnani, Professor & HOD of Pulmonary Medicine & Sleep Disorders from the service of this Institute w.e.f. 01.11.2018 (FN) - Ex-Post-Facto approval.</p> <hr/> <p>Governing body deliberated and accepted the request of Dr G C Khilnani.</p> | <p>The approval of the Governing Body has been implemented vide this office Notification No.6-25/93-Estt.I dated 17.09.2018.</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/23</u></p> <p>To consider the representation submitted by the faculties, AIIMS, New Delhi for retaining their quarters/waiving off damage rent at AIIMS, New Delhi, during their deputation period.</p> <hr/> <p>Governing body deliberated on the proposal and stated that AIIMS Delhi may formulate a policy and send it to the Hon'ble Chairman for consideration.</p> | <p>The policy has been approved by the President, AIIMS and circulated vide circular No. Estate/7-2/2019 dated 21.02.2020.</p> |

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| <p style="text-align: center;"><u>ITEM NO.GB-157/24</u></p> <p>To consider the proposal for counting of past service rendered on ad-hoc basis by faculty member/employees for the purpose of extension of benefit of GPF & old pension scheme.</p> <hr/> <p>The Governing Body desired that the matter may be deferred in view of pending SLP filed by the GoI in the Court.</p> | <p>A communication in this regard has been issued to all representations, vide Notification No.F.20-39/2018-Estt.I dated 02.05.2019. Matter is being placed as a separate item.</p> |
| <p style="text-align: center;"><u>ITEM NO.GB-157/26 (Table Agenda Item)</u></p> <p>Implementation of Master Plan of AIIMS, New Delhi</p> <hr/> <p>Director AIIMS informed Governing Body that the Standing Finance Committee in its meeting on 17th January, 2019 has considered and approved the proposal for Implementation of Master Plan of AIIMS, New Delhi at an estimated cost of Rs 10,345 Crores to be developed over 70 months.</p> <p>The Governing Body discussed the proposed Master Plan and the plan for its implementation. Health Secretary stated that the agenda proposed by AIIMS Delhi includes a PMU (Project Monitoring Unit) in addition to a Project Management Consultant (PMC), which may raise the cost of the project and therefore, desired that all the aspects may be clearly reflected with the justification in the proposal while sending to EFC and Cabinet. Governing Body agreed with the proposal in-principle.</p> | <p>Pre-investment activities for Rs.515 crores were approved by Expenditure Finance Committee (EFC) on 18th February 2019 and by the Union Cabinet on 28th February, 2019. As per the approved proposal, all activities including Master Plan finalization approval from statutory bodies and pretender award activities were supposed to be completed in a time frame of 12 months from date of appointment of the Project Management Consultant. Subsequently, the Working Group created by PMO under the Chairmanship of CEO, Niti Aayog in its meeting held on 27th March, 2019 recommended that as a part of pre-investment activities approved by the Cabinet, a Master Planner and Program Management Consultant (MP-PMC) for the Master Plan of Re-development of AIIMS be engaged through open International Bidding.</p> |

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| | <p>Accordingly, an RFP was floated for engagement of Master Planner & Programme Management Consultant (MP-PMC) on 7th June, 2019 & again on 12th September, 2019. The proposal for engagement of M/s. AECOM India Pvt. Ltd. As MP-PMC as an outcome of said RFP's was approved by AIIMS SFC in its meeting held on 22nd June, 2020.</p> |
| <p><u>ITEM NO.GB-157/27 (Table Agenda Item)</u></p> <p>To consider all disability categories mentioned in PwBD Act 2016 for Nursing Officer to be conducted by AIIMS New Delhi till the decision of Committee constituted by AIIMS Delhi on direction of Ministry of Social Justice and Empowerment</p> <hr/> <p>The Governing Body was briefed about a petition filed in the Hon'ble High Court by one acid attack victim vide petition no. 6897/2018, 11456/2018 & CM Application 44346/2018 claiming her candidature as per the PwBD Act, 2016. It was informed that an Expert Committee has been constituted by AIIMS, New Delhi for identifying posts suitable for persons with bench mark disabilities in pursuance of the provisions under the said Act and as advised by the Ministry of Social Justice and Empowerment. The GB decided that all disability categories mentioned in the Act may be considered provisionally to appear in the examination to be conducted by AIIMS, New Delhi for Nursing Officers until the final decision is taken in this regard based on the recommendation of the said Committee.</p> | <p>(1) The Examination Section, AIIMS, New Delhi conducted Recruitment Examination on 15.09.2019 for the post of Nursing Officer for AIIMS, New Delhi and 04 Central Government Hospitals in Delhi and all PWBD category including Acid Attack Victims were allowed. Detailed information was published in Advertisement No.1/2019 (for AIIMS, New Delhi) and Advertisement No. 01/2019(RRC) (for 04 Central Govt. Hospitals) and also on AIIMS website.</p> <p>(2) The Examination Section, AIIMS, New Delhi also conducted Recruitment Examination on 07.02.2020 for AIIMS, Bhopal, Jodhpur, Patna and Raipur after advertisement Notice No.78/2018 in which only PWBD (Category of Disability which was identified suitable</p> |

for the post was one leg only) and only OL category PWBD candidates were allowed. However, later on all PWBD candidates with disabilities as mentioned in Section 32(1) of PWBD Act, 2016, not applied earlier, in response to the Advertisement No. 78/2018 were allowed to apply through online mode. In this regard, notices were also uploaded on AIIMS website. As such all the PWBD category candidates were allowed to appear in the examination. Result of the said examination was also declared on 20.02.2020 vide result notification no.26/2020.

Further, a committee was constituted for identification of posts suitable for persons with benchmark disabilities in pursuance of the provisions made in the Right of Persons with Disability Act, 2016 by the AIIMS, New Delhi on 18.07.2019. The committee examined the provisions of RPwD Act, 2016 jobs/duties expected to be performed by the incumbents in various posts, physical/functional requirement to carry out the job assigned to these posts in detail and identified various posts which can be reserved for persons with various kinds of disabilities through direct recruitment/promotions, as applicable and the same has been uploaded on the Institute website.

Item No. GB-158/03

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Through Special Messenger
By Speed Post

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

F.No. 4-1/2019-Genl.(SFC-218)

Ansari Nagar, New Delhi-29

Dated: 30 JAN 2019

MEMORANDUM

Subject:- Final minutes of 218th meeting of the Extra Ordinary Standing Finance Committee held on Thursday the 17th January, 2019 at 4:30 P.M. in the Committee Room (No.155, A Wing) 1st Floor, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi.

The Final Minutes of the Extra Ordinary Standing Finance Committee meeting held on 17th January, 2019 at 4:30 P.M. in the Committee Room, 1st Floor, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi as approved by the Chairperson of the Standing Finance Committee is being circulated to Chairperson and all the Members of the Standing Finance Committee for information.



(PROF. RANDEEP GULERIA)

DIRECTOR & MEMBER SECRETARY

Encl: As above.

The Chairperson and all the
Members of the Standing Finance Committee.

Minutes of the 218th Extra Ordinary Meeting of the Standing Finance Committee of AIIMS, New Delhi held on 17th January, 2019 at 4:30 P.M. under the Chairpersonship of Secretary, Health & Family Welfare in the Committee room (1st floor), MoHF&W, Nirman Bhawan, New Delhi.

The 218th Extra Ordinary meeting of the Standing Finance Committee of AIIMS, New Delhi was held on January 17th, 2019 at 4:30 P.M. in Committee Room (First Floor), Nirman Bhawan, New Delhi under the Chairpersonship of Secretary Health & Family Welfare and Chairperson of the Standing Finance Committee. The list of members who attended the meeting is as follows:

1. Ms. Preeti Sudan : Chairperson
Secretary, Health & Family Welfare
Govt of India
Ministry of Health & Family Welfare
Nirman Bhawan, New Delhi - 110011
2. Sh R K Vats : Member
Addl. Secretary and Finance Advisor
Govt of India
Ministry of Health and Family Welfare
Nirman Bhawan, New Delhi - 110011
3. Dr. S. Venkatesh : Member
Director General of Health Services
Government of India
4. Prof. Randeep Guleria : Member-Secretary
Director,
A.I.I.M.S., New Delhi.

Shri Pravesh Sahib Singh Verma, Member of Parliament (LS), Shri R.Subrahmanyam, Secretary, Department of Higher Education, Dr D G Mhaisekar, Vice Chancellor, Maharashtra University of Health Sciences & Dr. M.K. Bhan, Former Secretary, Department of Biotechnology could not attend the meeting.

Shri Arun Singhal, Addl. Secretary and Shri Sudhansh Pant, Joint Secretary in MoHF&W attended the meeting as special invitees. Shri Subhasish Panda,

Deputy Director Administration and Shri N K Sharma, Sr Financial Advisor, AIIMS attended the meeting.

The quorum for the meeting was fulfilled.

The decisions taken on the agenda items is as follows:

ITEM NO. SFC - 218/1

CONFIRMATION OF THE MINUTES OF 217th MEETING OF THE STANDING FINANCE COMMITTEE OF AIIMS HELD ON 5th NOVEMBER 2018 IN MINISTRY OF HEALTH AND FAMILY WELFARE, NIRMAN BHAWAN, NEW DELHI

The SFC confirmed the minutes of the 217th SFC meeting as no comment / objections were received from any of the members.

ITEM NO. SFC - 218/2

Implementation of Master Plan of AIIMS, New Delhi

The Committee was informed that in order to develop AIIMS New Delhi into a world class Medical University, a Master Plan of AIIMS, New Delhi has been prepared for redeveloping the campus by consolidating the patient care, teaching, research and support services areas in East Ansari Nagar Campus and relocating/redeveloping the residential facilities from the East Ansari Nagar Campus to the Trauma Centre Extension Campus, Ayurvigyan Nagar Campus and West Ansari Nagar Campus. As per preliminary estimates, the cost of the project has been estimated to be of Rs 10,345 Crores based on prevailing CPWD cost indices, to be developed in two phases, with addition of 3000 beds. After detailed discussion the following decisions were taken:

- i. The time required for statutory clearance must be taken into account while projecting the project timelines.
- ii. SFC agreed with the proposal of AIIMS New Delhi that the PMC may be selected through international competitive bidding.
- iii. The committee deliberated the master plan and accorded in-principal concurrence with the proposal, stating that necessary action for approval of GB, EFC, Cabinet may be taken.

ITEM No SFC-218/3

To consider the proposal of modification in the name and duration of the MTR course at the department of Radio-diagnosis, AIIMS, New Delhi

The Committee was informed about the proposal of modification in name of existing three-year B. Sc (Hons) Medical Technology in Radiography to four-year course of **Bachelor of Medical Radiology and Imaging Technology**, with one additional year of internship with stipend. The Committee concurred with the proposal.

ITEM No SFC-218/3

To consider the proposal to increase the number of seats in B.Sc Nursing (Post Basic) Course from existing 25 to 40 with 20 seats for AIIMS candidates

The Committee was informed about the proposal to increase the number of seats in B.Sc Nursing (Post-Basic) from existing 25 to 40 with 20 seats for AIIMS candidates (existing 10 for AIIMS candidates). The Committee deliberated the proposal and agreed for increase of number of seats from existing 25 to 40 seats for the course, however, stated that ratio of AIIMS candidates may be kept as per original plan i.e. 16 out of total 40 seats may be reserved for AIIMS departmental nursing candidates.



(Prof. Randeep Guleria)
Member Secretary
 Standing Finance Committee
 AIIMS, New Delhi



(Preeti Sudan)
Chairperson
 Standing Finance Committee
 AIIMS, New Delhi

Through Special Messenger
By Speed Post

Item No. GB-158/04

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

F.No. 4-2/2019-Genl.(SFC-219)

Ansari Nagar, New Delhi-29

Dated:

4 OCT 2019

MEMORANDUM

Subject:- Final Minutes of 219th meeting of the Standing Finance Committee held on Friday the 30th August, 2019 at 12:30 P.M. in the Committee Room (No.155, A Wing) 1st Floor, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi.

The Final Minutes of the Standing Finance Committee meeting held on 30th August, 2019 at 12:30 P.M. in the Committee Room, 1st Floor, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi as approved by the Chairperson of the Standing Finance Committee is being circulated to Chairperson and all the Members of the Standing Finance Committee for information.



(PROF. RANDEEP GULERIA)
DIRECTOR & MEMBER SECRETARY

Encl: As above.

The Chairperson and all the
Members of the Standing Finance Committee.

Minutes of the 219th Meeting of the Standing Finance Committee of AIIMS, New Delhi held on 30th August, 2019 at 12:30 P.M. under the Chairpersonship of Secretary, Health & Family Welfare in the Committee room (1st floor), MoHF&W, Nirman Bhawan, New Delhi.

The 219th meeting of the Standing Finance Committee of AIIMS, New Delhi was held on 30th August, 2019 at 12:30 P.M. in Committee Room (First Floor), Nirman Bhawan, New Delhi under the Chairpersonship of Secretary Health & Family Welfare and Chairperson of the Standing Finance Committee. The list of members who attended the meeting is as follows:

1. Ms. Preeti Sudan : Chairperson
Secretary, Health & Family Welfare
Govt of India
Ministry of Health & Family Welfare
Nirman Bhawan, New Delhi - 110011
2. Dr D S Gangwar : Member
Addl. Secretary and Finance Advisor
Govt of India
Ministry of Health and Family Welfare
Nirman Bhawan, New Delhi - 110011
3. Dr. D G Mhaisekar : Member
Vice Chancellor
Maharashtra University of Health Sciences
Dindori Road, Mharsui
Nashik
4. Prof. Randeep Guleria : Member-Secretary
Director,
A.I.I.M.S., New Delhi.

No Member of Parliament (Lok Sabha) has been nominated. Secretary, Department of Higher Education, DGHS and Dr. M.K. Bhan, Former Secretary, Department of Biotechnology could not attend the meeting. The quorum for the meeting was fulfilled.



Shri Arun Singhal, Addl. Secretary and Shri Sudhansh Pant, Joint Secretary in MoHF&W attended the meeting as special invitees. Shri Subhasish Panda, Deputy Director Administration and Shri N K Sharma, Sr Financial Advisor, AIIMS attended the meeting.

The deliberations on the agenda items are as follows:

ITEM NO. SFC - 219/1

CONFIRMATION OF THE MINUTES OF 218th MEETING OF THE STANDING FINANCE COMMITTEE OF AIIMS HELD ON 17th JANUARY, 2019 IN MINISTRY OF HEALTH AND FAMILY WELFARE, NIRMAN BHAWAN, NEW DELHI

The Committee confirmed the minutes of the 218th SFC meeting as no comment/ objections were received from any of the members.

ITEM NO. SFC - 219/2

Action Taken on Minutes of 217th Meeting of SFC held on 5th November 2018

1. **Agenda 6 (215th SFC):** The SFC noted the implementation progress in redevelopment plan of AIIMS residential campuses. The SFC expressed the concern in slow progress of implementation by M/s NBCC.
2. **Agenda 11 (217th SFC):** The SFC desired that the policy proposal may be sent to the President, AIIMS as per the decision of GB.

ITEM No SFC-219/3

Action Taken on Minutes of 218th Meeting of SFC held on 17th January 2019

The SFC noted the action taken on implementation of Master plan at AIIMS Delhi.

ITEM No SFC-219/4**Creation of 4 posts of Assistant Professor for department of Pulmonary Medicine and Sleep Disorder at AIIMS New Delhi**

The SFC considered and recommended the proposal for creation of 4 posts of Assistant Professor for Department of Pulmonary Medicine and Sleep Disorder at AIIMS Delhi subject to the approval of Department of Expenditure.

ITEM No SFC-219/5**Creation of 03 Senior Residents/Demonstrator at Paediatrics for Dr RPC, HDU, AIIMS**

The SFC considered and recommended the proposal for creation of 3 Senior Residents/Demonstrator at Department of Paediatrics for Dr RPC, HDU, AIIMS Delhi subject to the approval of Department of Expenditure.

ITEM No SFC-219/6**Creation of 2 new seats of Senior Demonstrator for Medical Physicist Unit, Dr BRAIRCH, AIIMS New Delhi**

The SFC considered and recommended the proposal for creation of 2 new seats of Senior Demonstrator for Medical Physicist Unit, Dr BRAIRCH, AIIMS Delhi subject to the approval of Department of Expenditure.

ITEM No SFC-219/7**Creation of 2 Senior Residents/Demonstrator at Department of Geriatric Medicine and 1 post of Senior Resident/Demonstrator in Hospital Administration for National Centre of Ageing for future services at AIIMS Delhi**

The SFC considered and recommended the proposal for creation of 2 Senior Residents/Demonstrator at Department of Geriatric Medicine and 1 post of Senior Resident/Demonstrator in Hospital Administration for National Centre of Ageing at AIIMS Delhi subject to the approval of Department of Expenditure.



ITEM No SFC-219/8**Procurement of medical equipment and medical furniture at National Centre of Ageing, AIIMS Delhi**

The SFC considered the proposal and recommended that equipment requirement may be prioritized. The project may be completed in phases. Since procurement of equipment at a cost of Rs.33 Cr already stands approved earlier for the Centre, this may be included in the 1st phase. Cost escalations and the requirement of additional equipment may be processed in 2nd phase.

ITEM No SFC-219/9**Creation of 11 new posts (2 teaching and 9 clinical physiology) of Senior Residents/Senior Demonstrator at Department of Physiology at AIIMS Delhi**

The SFC considered and recommended the proposal for creation of 11 new posts (2 teaching and 9 clinical physiology) of Senior Residents/Senior Demonstrator at Department of Physiology at AIIMS Delhi subject to the approval of Department of Expenditure.

ITEM No SFC-219/10**Special book prize of Rs 20,000 for purchase of 3rd professional books to the students**

Agenda item was withdrawn by AIIMS Delhi as it was felt that decision on such matter is within the competence of the Director, AIIMS.

ITEM No SFC-219/11**Creation of 3 posts of Senior Resident/Demonstrator for Department of Anatomy**

The SFC considered and recommended the proposal for creation of 3 posts of Senior Resident/Demonstrator for Department of Anatomy subject to the approval of Department of Expenditure.

ITEM No SFC-219/12

Creation of 40 posts of Senior Residents DM/MCh/Fellowship Programme (DM/MCh-22 and 18 fellowships) in various Departments of AIIMS Delhi

The SFC considered and recommended the proposal for creation of 22 posts of Senior Residents (DM/MCh) and 18 posts of Fellowship programme in various departments of AIIMS Delhi subject to the approval of Department of Expenditure.

ITEM No SFC-219/13

Upgradation of various posts in Nursing cadre as per SIU Norms at AIIMS Delhi

The SFC considered and recommended the proposal for restructuring of Nursing Cadre as per the proposal subject to the approval of Department of Expenditure.

ITEM No SFC-219/14

Construction and Engineering Infrastructure for National Level Referral and Research Institute for Higher Dental Studies (NaRRIDS), AIIMS Delhi

The SFC considered and ratified the amount of Rs 51 Crores as per the MoU of AIIMS Delhi and MoHFW. The SFC also noted the requirement of additional fund of Rs 43 Crores and stated that the requirement of additional funds may be staggered in phases and the possibility of obtaining the additional funds through Project mode/HEFA may be explored.

ITEM No SFC-219/15

Expansion of National Drug Dependence Treatment Centre (NDDTC) for establishment of Women and Adolescent Drug Abuse Treatment facilities and Private Ward at NDDTC, AIIMS Delhi

The SFC considered and recommended the proposal for placing it before the GB of the Institute before re-submitting the proposal to the Ministry.

ITEM No SFC-219/16

Creation of 17 posts of cadre of Radiology for Department of Neuroradiology, CN Centre, AIIMS New Delhi

The SFC considered and recommended the proposal for creation of 17 posts (1 post of Chief Technical Officer, 2 posts of Sr Technical Officer, 4 posts of Technical Officer and 10 posts of Technicians) for Department of Neuroradiology at CN Centre of AIIMS Delhi subject to the approval of Department of Expenditure.

ITEM No SFC-219/17

Creation of 169 Nursing Officials at Dr RP Centre and Department of Orthopaedics at AIIMS New Delhi

The SFC considered and recommended the proposal for creation of 169 posts (1 post of DNS, 8 posts of ANS, 37 posts of Sr Nursing Officer and 123 posts of Nursing Officer) in Nursing Cadre for Dr R P Centre and Department of Orthopaedics at AIIMS Delhi subject to the approval of Department of Expenditure.

ITEM No SFC-219/18

Creation of posts for Department of Nephrology and Department of Dermatology & Venereology at AIIMS Delhi

The SFC considered and recommended the proposal for creation of 17 (non-faculty posts: 01 post of Scientist Grade-I, 3 posts of Dietician, 2 posts of Data Entry Operator Gr-A, 1 post of Junior Physiotherapist, 2 posts of Radiographer, 3 posts of Nursing Officer - Sister Gr-III, 2 posts of Office Attendant, 3 posts of MSSO) for Department of Nephrology and one post of Scientist-II for Department of Dermatology & Venereology subject to the approval of Department of Expenditure.

ITEM No SFC-219/19**Creation of various posts for Department of Emergency Medicine at AIIMS Delhi**


The SFC considered and recommended the proposal for creation of 205 posts (148 posts of Nursing Officer – Sister Gr-III, 34 posts of Medical Lab Technologist, 2 posts of Store Keeper, 7 posts of Store Keeper and 14 posts of OT Assistant) in Department of Medicine of AIIMS Delhi subject to the approval of Department of Expenditure.

ITEM No SFC-219/20**Creation of various 41 posts in ophthalmic cadre in Dr RPC in pay matrix level 6 at AIIMS Delhi**

The SFC considered and recommended the proposal for creation of 41 posts (6 posts of Chief Technical Officer, 6 posts of Sr Technical Officer, 14 posts of Technical Officer and 15 Technician-Grade I) in Ophthalmology care in Dr RPC Centre of AIIMS Delhi subject to the approval of Department of Expenditure.

ITEM No SFC-219/21**Reservation for Economically Weaker Section (EWS) for admission in AIIMS Delhi**

The SFC deliberated the proposal and discussed that the reservation needs to be implemented as per the requirement of the Act. The Chairperson stated that the reservation in Post Graduate courses needs to be in accordance with the guidelines of Ministry of Human Resources and Development/Department of Personnel & Training. The SFC recommended the proposal in-principle. However, it stated that the proposal along with financial implications for creation of additional infrastructure may be placed before the next meeting of SFC for consideration.



ITEM No SFC-219/22

Academic Allowance (Clinical Research Allowance) at enhanced rate to Faculty Members posts at College of Nursing at par with Faculty Member Working in other Centres/Departments of AIIMS Delhi

The SFC considered the proposal and recommended to grant of Academic Allowance (Clinical Research Allowance) to the faculty members posted at College of Nursing in the earlier established ratio i.e 75% of Rs 22,500 being paid to other faculty members in AIIMS (i.e., Rs.16875/-) subject to the approval of Department of Expenditure.

ITEM No SFC-219/23

Establishing One Stop Sexual Assault Examination Care and Research Centre at Department of Forensic Medicine at AIIMS Delhi

The SFC considered the proposal and recommended the proposal of establishing National One Stop Nirbhaya Centre at Department of Forensic Medicine at AIIMS Delhi, with funding from Ministry of Women and Child Development.

The SFC observed that all proposals for creation of posts should be submitted to the Ministry along with justification as per norms of *the* respective posts.



(Prof. Randeep Guleria)
Member Secretary
Standing Finance Committee
AIIMS, New Delhi



(Preeti Sudan)
Chairperson
Standing Finance Committee
AIIMS, New Delhi

Item No. GB-158/05

Through Special Messenger
By Speed Post**ALL INDIA INSTITUTE OF MEDICAL SCIENCES**

No.F. 4-3/2019 Genl. (SFC-220)

Ansari Nagar, New Delhi-29

Dated:

16 JUL 2021

MEMORANDUM

Subject:- Final Minutes of 220th meeting of the Standing Finance Committee held on Monday the 22nd June, 2020 at 10:30 A.M. in the Committee Room (No.155, A Wing) 1st Floor, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi.

The Final Minutes of the Standing Finance Committee meeting held on 22nd June, 2020 at 10:30 A.M. in the Committee Room, 1st Floor, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi as approved by the Chairperson of the Standing Finance Committee is being circulated to Chairperson and all the Members of the Standing Finance Committee for information.



(PROF. RANDEEP GULERIA)
DIRECTOR & MEMBER SECRETARY

Encl: As above.

The Chairperson and all the
Members of the Standing Finance Committee.

MINUTES OF THE 220TH MEETING OF THE STANDING FINANCE COMMITTEE OF AIIMS, NEW DELHI HELD ON 22ND JUNE, 2020 AT 10:30 A.M. UNDER THE CHAIRPERSONSHIP OF SECRETARY, HEALTH & FAMILY WELFARE IN THE COMMITTEE ROOM (1ST FLOOR), MOHF&W, NIRMAN BHAWAN, NEW DELHI.

The 220th meeting of the Standing Finance Committee of AIIMS, New Delhi was held on 22nd June, 2020 at 10:30 A.M. in Committee Room (First Floor), Nirman Bhawan, New Delhi under the Chairpersonship of Secretary Health & Family Welfare and Chairperson of the Standing Finance Committee. The list of members who attended the meeting is as follows:-

- | | | |
|--|---|------------------|
| 1. Ms. Preeti Sudan Secretary, Health & Family Welfare Govt of India Ministry of Health & Family Welfare Nirman Bhawan, New Delhi - 110011 | : | Chairperson |
| 2. Dr. Rajiv Garg Director General of Health Services Govt. of India Nirman Bhawan, New Delhi-110011 | : | Member |
| 3. Dr. D. S. Gangwar Addl. Secretary and Financial Advisor Govt of India Ministry of Health and Family Welfare Nirman Bhawan, New Delhi - 110011 | : | Member |
| 4. Prof. Randeep Guleria Director, A.I.I.M.S., New Delhi. | : | Member-Secretary |

No Member of Parliament (Lok Sabha) has been nominated. Secretary, Department of Higher Education & Dr. D.G. Mhaisekar, Vice Chancellor, Maharashtra University of Health Sciences could not attend the meeting. The quorum for the meeting was fulfilled. Shri Rajesh Bhushan, O.S.D. to the Ministry of Health & F.W., Shri Sunil Sharma, Joint Secretary in MoHF&W, Dr. V.K. Bahl, Dean (Academic) & Dr. D.K. Sharma, Medical Superintendent (Main Hospital) attended the meeting as Special Invitees. Shri Subhasish Panda, Deputy Director Administration and Shri Neeraj Kumar Sharma, Sr. Financial Advisor, AIIMS also attended the meeting.



The deliberations on the agenda items are as follows:-

ITEM NO. SFC - 220/1

CONFIRMATION OF THE MINUTES OF 219TH MEETING OF THE STANDING FINANCE COMMITTEE OF AIIMS HELD ON 30.08.2019 IN MINISTRY OF HEALTH AND FAMILY WELFARE, NIRMAN BHAWAN, NEW DELHI

The SFC confirmed the minutes of the 219th SFC meeting as no comment/objections were received from any of the members.

ITEM NO. SFC - 220/2

ACTION TAKEN ON THE MINUTES OF 219TH MEETING OF THE STANDING FINANCE COMMITTEE OF AIIMS HELD ON 30.08.2019 IN MINISTRY OF HEALTH AND FAMILY WELFARE, NIRMAN BHAWAN, NEW DELHI

The SFC noted the action taken on the decisions taken on various agenda items of previous SFC meetings.

The SFC noted the progress made in obtaining statutory permissions and desired that M/s NBCC may be directed to immediately start the work on site for the redevelopment project of AIIMS residential campuses.

The SFC also directed that the proposals for creation of various posts of Resident Doctors/Demonstrators as recommended earlier by the Committee should be sent to the Ministry at the earliest so that approval of DoE can be sought.

ITEM No SFC-220/3

TO CONSIDER THE REVISED ESTIMATES FOR THE YEAR 2019-20 AND BUDGET ESTIMATES FOR THE YEAR 2020-21 UNDER GRANT-IN-AID SALARIES, GENERAL, CREATION OF CAPITAL ASSETS TO THE INSTITUTE FROM GOVERNMENT AND RAISING LOAN FROM HEFA.

The SFC considered and accorded ex-post facto approval to the revised estimates and provisional expenditure for the year 2019-20 and also approved the Budget estimates for the year 2020-21 under Grant-in-aid.



ITEM No SFC-220/4

TO CONSIDER THE PROPOSAL FOR CREATION OF ADDITIONAL 06 (SIX) POSTS OF ASSISTANT PROFESSOR FOR THE CENTRE FOR DENTAL EDUCATION AND RESEARCH AT THE AIIMS, NEW DELHI

The SFC considered and recommended the proposal for creation of 1 post of Assistant Professor of Conservative Dentistry & Endodontics, 2 posts of Assistant Professor of Orthodontics and 1 post of Assistant Professor of Oral & Maxillofacial Surgery subject to the approval of DoE.

ITEM No SFC-220/5

TO CONSIDER THE PROPOSAL FOR PROCUREMENT OF MEDICAL FURNITURE & EQUIPMENT AT NATIONAL CENTRE FOR AGEING, AIIMS NEW DELHI

The SFC considered and recommended the proposal for procurement of medical furniture and medical equipment at a cost of Rs.5,36,95,000/- and Rs.73,39,15,000/- respectively for Phase -II. The SFC observed that the funds approved for the centre under the National Programme for Healthcare of Elderly may first be utilized. The remaining funds may be met from the budget of the Institute. It was also decided that the Regional Geriatric Centre, which was also sanctioned earlier for AIIMS, Delhi, should get merged with the NCA with infrastructure, equipment and posts to have synergy in the establishment and operations of the NCA.

ITEM No SFC-220/6

TO CONSIDER THE PROPOSAL FOR SUPPLEMENTAL CREATION OF POSTS OF VARIOUS CADRES FOR THE NATIONAL CENTRE FOR AGEING AT AIIMS.

The SFC considered the proposal and observed that an earlier proposal for staffing of the National Centre for Ageing as recommended by the SFC vide Agenda No.217/5 dated 22.05.2018 is still under consideration of the Department of Expenditure. The SFC recommended that, while in-principle there is no objection to the proposal for creation of supplemental posts, the proposal may be submitted to the Ministry for taking approval of DoE only after the approval for the first proposal is received.



ITEM No SFC-220/7**TO CONSIDER THE PROPOSAL FOR PROCUREMENT OF ROBOTIC SURGERY SYSTEM OF DEPARTMENT OF SURGICAL DISCIPLINES NEW SURGICAL BLOCK, AIIMS, NEW DELHI**

The SFC considered and recommended the proposal for procurement of Dual Console Robotic System with extended 5-years warranty including instruments and accessories for 400 cases, surgeons training and surgeon simulator at a cost of Rs.26.32 Crores.

ITEM No SFC-220/8**TO CONSIDER THE PROPOSAL FOR ENGAGEMENT OF MASTER PLANNER & PROGRAMME MANAGEMENT CONSULTANT FOR RE-DEVELOPMENT OF AIIMS, NEW DELHI CAMPUS**

At the outset, SFC was presented in detail the genesis of the project & the chronological order in which the RFP for "Engagement of Master Planner & Programme Management Consultant for re-development of AIIMS, New Delhi Campus" has progressed so far as detailed out in the agenda. Specific discussion areas are recorded as follows:

1. **Adequate competition & opportunity:** SFC wanted to know if there was adequate competition & equal opportunity was provided to all prospective applicants for the RFP

SFC was apprised that on the request of AIIMS, New Delhi – NITI Aayog had on 24th May 2019, forwarded a draft RFP document for engagement of Master Planner-Project Management Consultant. AIIMS then constituted a Core Committee under the Chairmanship of Director, AIIMS which reviewed the said draft RFP document and after appropriate adaptations & approvals from the said committee, AIIMS – New Delhi had on 7th June 2019 floated the said RFP on the Central Procurement Portal of NIC with a closing date of 1st August 2019 [AIIMS/PMU/MP-01/2019].

A pre-proposal conference for the said RFP was held on 1st July 2019 in which representatives of 18 prospective applicants had participated and a total of 20 applicants had submitted their queries. Each of the prospective applicants' queries were addressed by the Core Committee of AIIMS, New Delhi and the due date for RFP submission was also extended to 30th August 2019 to provide additional time to prospective applicants to submit their proposals. In response to the same, three applicants had submitted their proposals:

- (1). M/s AECOM India Pvt. Ltd.
- (2). GHESA Inegnieria Y Tecnologia, Spain
- (3). M/s TUMAS India Pvt. Ltd. & NKY Architects & Engineers, Turkey



These applicants were further provided an opportunity to provide clarifications / relevant documents supporting the claims in the bid till 9th September 2019. During evaluation of the above proposals, it was observed that all three Applicants are not fulfilling the qualification criteria for various Core Staff and accordingly AIIMS decided to re-advertise the said RFP after suitable amendments.

Subsequently, RFP no. AIIMS/PMU/MP-02/2019-20 was advertised on 12th September 2019 on Central Procurement Portal of NIC with a closing date of 10th October 2019. In response to this RFP as well, proposals were received from the same three applicants, namely: -

- (1). M/s AECOM India Pvt. Ltd.
- (2). GHESA Inegnieria Y Tecnologia, Spain
- (3). M/s TUMAS India Pvt. Ltd. & NKY Architects & Engineers, Turkey

For the evaluation of these proposals, AIIMS constituted a Technical Evaluation Committee (TEC) comprising of representatives from AIIMS, NITI Aayog and Ministry of Health & Family Welfare (MoHFW). Subsequently, a representative of CEO, Delhi Mumbai Industrial Corridor Development Corporation (DMICDC) was also co-opted into the said committee based on the advice given by NITI Aayog as DMICDC had experience in evaluating similar type of proposals.

In 1st TEC meeting held on 15th October 2019, the technical committee noted that all three applicants had not submitted certain relevant documents in support of the claims related to eligibility and scoring as per QCBS method. Hence, on 16th October 2019, AIIMS had sent letters to all three applicants for submission of clarifications along with relevant documents in support of their claims latest by 21st October 2019 till 05:00 PM after which their proposals were evaluated in various meetings dated 25th November 2019, 28th November 2019, 5th December 2019 & 14th December 2019

The evaluation summary of TEC was as follows:

| Sr. No. | Applicant Name | Evaluation summary | Reason |
|---------|---|-----------------------------|--|
| 1 | M/s AECOM India Pvt. Ltd. | Technically Shortlisted | Meets the eligibility criteria as per the RFP requirement. |
| 2 | M/s GHESA Ingenieria Y Tecnologia, S.A. Madrid (Spain). | Not Technically Shortlisted | Does not meet the eligibility criteria as per the RFP requirement due to following reasons: "Applicant does not have two Eligible Program Management Project." |
| 3 | M/s TUMAS India Private Limited (India) and NKY | Not Technically Shortlisted | Does not meet the eligibility criteria as per the RFP requirement due to following reasons: "Three Core staffs (Team leader, |

20

| | | | |
|--|---------------------------------|--|---|
| | Architects & Engineers (Turkey) | | Healthcare Planner/ Architect and Program procurement /Contract Manager) of Applicant do not fulfil the eligibility criteria of length of professional experience.” |
|--|---------------------------------|--|---|

Based on the above report of the Technical Evaluation Committee (TEC), AIIMS - New Delhi on 17th December 2019, decided that as per GFR Clause 173 (xx), the Financial Proposal of single responsive Applicant i.e. M/s AECOM India Pvt. Ltd. be opened on 20th December 2019. It was also decided that before opening the financial proposal of M/s AECOM India Pvt. Ltd., the other two applicants - viz. M/s GHESA Ingenieria Y Tecnologia, S.A. Madrid (Spain) and M/s TUMAS-NKY Consortium - must be communicated their disqualification so as to provide them with an opportunity to represent against their disqualification. A representation was received from M/s TUMAS-NKY Consortium on 19th December 2020 which was considered and rejected in the Core Committee meeting on 20th December 2020 and the following reply was sent to M/s TUMAS-NKY Consortium:

“Reference your letter dt. 19th December 2019, the Competent Authority at AIIMS, New Delhi has reviewed your request for re-evaluation of the subject 3 Core Staff CV’s (Team Leader, Healthcare Planner/Architect & Programme Procurement / Contract Manager) before the opening of financial proposal and has decided that the decision of the Technical Evaluation Committee of AIIMS, New Delhi is appropriate due to the following reasons:

- *Regarding evaluation and/or comments of AIIMS on the length of professional experience in the previous RFP no. AIIMS/PMU/MP-01/2019-20, wherein your proposal was not found eligible for further technical evaluation as one or more of your Core Staff did not possess the essential qualifications as per RFP requirement, it is hereby clarified that the proposals received in the earlier RFP were evaluated only to the extent they were found to be ineligible against the RFP requirement and not evaluated further as done in the present RFP as well. Hence, as one of more of your proposed Core Staff did not meet the eligibility criteria for Educational Qualification, the evaluation was stopped at this stage itself and Professional Experience of your Core Staff was not even evaluated.*
- *In the RFP, Appendix-I, Form-12 (Pg 144), point no. 6 – under the heading “Employment Record” – it is clearly stated that information must be furnished for every employment held by the respective Core Staff.*
- *Further, Ref. Clause 3.1.1.3 B (as amended) – Evaluation Criteria for Core Staff – it has been clearly detailed under the head ‘General Qualification’ that the parameters under this head including Professional Experience shall be derived from Form 6 & 12*
- *In the clarification request dated 16th October 2019, vide point no. 11, you had been clearly asked to submit relevant documents for claiming length of professional experience for Core Staff as per Form 6 submitted by you. In your response dt. 28th October 2019 to the said clarification request, you have stated that “All supporting*

documents, including diplomas, reference letters and declarations showing progressive experience, have been provided among our technical proposal dossier annex for item no. 2 (Form 12) and item no. 3 (Form-11) of this clarification”.

- *Accordingly, after reviewing the information furnished by you in your technical proposal and subsequent clarification dt. 28th October 2019, the Technical Evaluation Committee of AIIMS, New Delhi has concluded that the length of Professional Experience claimed by you in Form-6 for your 3 Core Staff (Team Leader, Healthcare Planner/Architect & Programme Procurement / Contract Manager) is not substantiated by the relevant details in the respective Core Staff's Form-12 furnished by you*
- *Hence, your proposal does not meet the Conditions of Eligibility as per clause 2.2.2 (E)*

Hence, as decided by the Competent Authority, no further action is being taken on your representation dt. 19th December 2019.”

After this reply, M/s TUMAS-NKY Consortium has not represented any further against their disqualification till date. No representation against their disqualification has been received from M/s GHESA Ingenieria Y Tecnologia, S.A. Madrid (Spain).

2. Reference sent to Department of Expenditure (DoE): SFC wanted to know regarding the details of the reference sent to DoE by MoHFW/AIIMS.

SFC was informed that as detailed in the agenda note - on the date of opening of financial proposal (20th December 2019), the Core Committee of AIIMS was informed that a technical issue has been encountered in one of the digital signature certificates (DSC) out of the two used for encrypting the applicant proposal on e-tendering CPP portal and required for accessing the financial proposals. The Committee took serious note of the issue and recommended all necessary actions to resolve the issue at the earliest on emergency basis.

Accordingly, M/s (n)Code - the firm which had issued the DSC token which was not functioning - was contacted. After detailed trouble shooting at their end including with their developer team in China, they concluded on 26th December 2019 that the DSC Token is non-functional as the data structure of that token is incorrect and that there is no way to recover it. A new DSC token was issued by M/s (n)Code for the said user but that could not be mapped to the user's CPP account as the old functional DSC is required for logging into the portal. Subsequently, AIIMS contacted NIC on 1st January 2020 for assistance in opening the financial proposal of M/s AECOM India Pvt. Ltd. NIC team checked the said DSC Token at NIC Headquarters and found it to be non-functional as well. On 2nd January 2020, NIC Team advised AIIMS as follows:

“For keeping intact the security aspects, the eProcurement system has been designed in such a way that, for decryption, system mandatorily needs at least two Digital Signature Certificate having encryption Keys, with which the Bids have been originally encrypted. In this case, as there are only two Bid Openers assigned in the tender and one of the key has

been damaged, there is no possibility of decrypting the financial bid of the technically qualified bidder."

Looking into the critical nature of this tender, the following way out was suggested by NIC Team:

"1. A single tender enquiry with Single cover (only one Packet) may be published citing the reasons, and also mentioning that it is in continuation of the previous tender and only intended for the technically qualified Bidder. The TIA may upload the Original BOQ for receiving the financial bid.

2. The Bidder may be advised to submit his financial bid against this tender. The bidder needs to rename the unedited copy (The file should not have been opened and saved) of the previously submitted bid as per the BoQ Name assigned for this tender and submit.

3. The signed Hash of previously submitted financial Bid can be matched with the signed Hash of the financial bid of the proposed tender using the Bid Acknowledgment Print facility by the bidder.

4. The bidder may be asked to submit the Old Bid Acknowledgment Copy and the New Bid Acknowledgment copy to the department to check for the consistency of the document submitted.

5. Based on the correctness, the decision can be taken by the TIA."

In line with the advice given by NIC, AIIMS - New Delhi on 3rd January 2020, floated a new single tender enquiry on CPP Portal with Tender ID: 2020_AIMSD_532990_1. In response to the same, the single technically qualified bidder (M/s AECOM India Pvt Ltd) was asked to re-submit the same financial proposal as submitted by him against earlier Tender ID: 2019_AIMSD_502302_1.

Accordingly, the M/s AECOM India Pvt. Ltd. re-submitted the financial proposal against tender ID: 2020_AIMSD_532990_1 and the same was been opened on 6th January 2020 on the CPP Portal.

The financial proposal of M/s AECOM was then forwarded to NIC Team to analyze the same technically so as to ascertain whether the financial proposal re-submitted by M/s AECOM against single tender enquiry is the same as submitted by them against the advertised RFP.

NIC Team vide its email dt. 9th January 2020, advised as follows:

" The first file hash (zpuLZbPoatcibZJt8UUsz2zl5cU=) being the one generated for bid id 1767615 on 10thOct, 2019 for the Tender ID: 2019_AIMSD_502302_1 with tender reference no AIIMS/PMU/MP-02/2019-20 and the second hash (BLfadJugqDDZ/KovA0dqe31SoA=) generated for the bid id 1865676 for the Tender ID: 2020_AIMSD_532990_1 having tender reference no AIIMS/PMU/MP-02/2019-20 on 3rd Jan,2020 were different.

1. Hence, two file hash values generated by the system for the price bids in the Finance Packet are not matching.
2. The chances for the BoQ file hash values not matching/differing may be because of bidder would have opened original BoQ of bid id 1767615 and would have either pressed Save or would have exited without clicking on Save button or made some changes and pressed Save.
3. It is informed that as per system requirement, the BoQ file name of the price bid pertaining to Tender ID: 2019_AIMSD_502302_1 needs to be renamed as per revised Tender ID2020_AIMSD_532990_1 and to be uploaded. The renaming of BoQ file does not affect file hash of BoQ.
4. However, the file size is noted to be the same (314.00 KB) in both the cases. The file size changes in size only when sufficient additional contents are added to the BoQ excel file.

Based on the above fact, AIIMS Delhi may decide accordingly."

Based on the advice given by NIC, the Core Committee of AIIMS had deliberated in its meeting held on 23rd Jan 2020 that as NIC has not been able to match the file Hash values of the financial proposals of M/s AECOM, it was not possible to technically ascertain that the financial proposal submitted by M/s AECOM is same in both instances though the file size matches.

It was further deliberated in the said meeting that if AIIMS has to avoid a re-tender and as this is an exceptional circumstance wherein it has been derived from the previous two open tenders that there is only one technically competent firm available to perform the said assignment, there is guidance available under GFR Rule 194 (iii) & (iv), wherein work could be awarded to the single technically qualified firm - M/s AECOM India Private Ltd. under GFR Rule 194 after ascertaining the reasonability of their financial proposal.

The Core Committee had also noted that similar guidance regarding awarding work by "private negotiation" in such exceptional circumstances wherein only single technically qualified firm is available has also been given by CVC vide their Circular Number 06/07/18 wherein a judgement of the Hon'ble Supreme Court of India in such matters has also been referred to.

However, before proceeding further, the Core Committee had decided that AIIMS may seek advice from Ministry of Health & Family Welfare, Govt. of India in the said matter to ascertain if it is possible to award the work to M/s AECOM India Pvt. Ltd. under Rule 194 (iii) & (iv) after ascertaining the reasonability of their Financial Proposal or AIIMS-ND should retender the same.

Accordingly, the matter was forwarded on file to Ministry of Health & Family Welfare, Govt. of India (MoHFW) on 24/01/2020. MoHFW further sought opinion of Department of Expenditure, Ministry of Finance, GoI which was communicated back to AIIMS on 21/02/2020 as follows:

“this Department has no objection to proposal of MoHFW to award work to M/s AECOM India Pvt. Ltd. on nomination basis in the current case after ascertaining reasonability of rates by MoHFW, provided MoHFW is satisfied that it is not possible/appropriate to further dilute the eligibility criteria of the bidders, in the current case”.

MoHFW further had communicated that AIIMS, New Delhi being an autonomous body governed by its own Act, Rules and Regulations, may take action as per advice of DOE and with the approval of SFC/GB of the Institute and keeping in view all the provisions of GFR 2017.

3. Possibility of further dilution in Eligibility Criteria: SFC wanted to know what was the possibility of further diluting the eligibility criteria.

SFC was informed that as per advise of Department of Expenditure, the Technical Evaluation Committee (TEC) of AIIMS-New Delhi had met on 25th February 2020. This meeting was also attended by all external experts including Sr. Architect - MoHFW, Advisor (PAMD) – NITI Aayog & Vice President – DMICDC.

TEC had discussed possibility / appropriateness of dilution in eligibility criteria in current case and noted that AIIMS, New Delhi had floated this RFP first time on 7th June 2019 and the pre-proposal conference had been held on 1st July, 2019, in which 18 prospective applicants had participated. Based on queries of prospective Applicants, following suitable relaxations in eligibility criteria were recommended:

- a) Team Leader: Minimum length of professional experience required was relaxed from 25 years to 20 years.
- b) Deputy Team Leader & Design Coordination Manager: Minimum length of professional experience required was relaxed from 20 years to 15 years.
- c) Urban Planner: Minimum length of professional experience required was relaxed from 15 years to 12 years. Further, requirement of deployment of Urban Planner was relaxed from eight man-months to six man-months for each year of the five years. Requirement of Urban Planner at the Site Project Office was relaxed to four months for first year & three months for second to fifth year.
- d) Healthcare Planner/Architect: Minimum length of professional experience required was relaxed from 20 years to 12 years. Further, requirement of deployment of Healthcare Planner/Architect was relaxed from eight man-months to six man-months for each year of the five years. Requirement of Healthcare Planner/Architect at the Site Project Office was relaxed to four months for first year & three months for second to fifth year.
- e) Programme Controls & Cost Manager: Minimum requirement of professional experience was relaxed from 15 years to 12 years. Mandatory requirement of master's in engineering or construction management was relaxed to Graduate in Engineering or Construction Management.



- f) Programme Procurement/Contracts Manager: Mandatory requirement of length of professional experience was relaxed from minimum 15 years progressive experience to 12 years.

The Committee had observed that after making above amendments during the first RFP, three Applicants had submitted their proposal. However, none of them could qualify technically as one or more of their Core Staff did not meet the eligibility criteria.

Based on the learnings from 1st RFP, the Core Committee of AIIMS had during the meeting dated 11th September 2019, recommended further following dilutions in the Eligibility Criteria before the retender:

- a) Team Leader: Mandatory requirement of Post Graduate Master's degree or Diploma in management relaxed to include Post Graduate Master's degree or Diploma in which Graduation has been done, as well.
- b) Deputy Team Leader & Design Coordination Manager: Mandatory requirement of Experience in Eligible Assignments was removed.
- c) Urban Planner: Mandatory requirement of Post Graduate Master's degree/Diploma or equivalent in Urban Planning or Urban Design was relaxed to include Post Graduate qualifications in other specializations like Architecture/Planning/Relevant field.
- d) Programme Controls & Cost Manager: Mandatory requirement of Experience in Eligible Assignments was removed. Mandatory requirement of active registration as a Project Management Professional or similar certification from a recognized international body or institution was also removed.
- e) Programme Procurement/Contracts Manager: Mandatory requirement of Experience in Eligible Assignments was removed. Mandatory requirement of advanced degree, diploma or training in contracts and procurement administration was also removed.

Hence, the TEC of AIIMS was of the opinion that in view of the above numerous dilutions already done in the RFP, it would not be appropriate to further dilute the Eligibility Criteria as this is a complex assignment work worth over INR 7000 Crores which envisages the creation of a world class medical university with focus on patient care, teaching & research and it is essential to have a competent vendor and qualified professionals with necessary qualifications and experience to ensure successful completion of the project.

4. Reasonability of rates: SFC wanted to know in detail how AIIMS had established reasonability of rates of the financial proposal of M/s AECOM India Pvt Ltd.

SFC was informed that the financial proposal of M/s AECOM India Pvt. Ltd. in the current instance is INR 177.77 Cr. excluding GST (INR 209.3186 Cr. including GST). The estimated costs submitted by AIIMS to the EFC for the Project was Rs. 7310 Cr. exclusive of taxes (Rs. 3810 Cr. for Building Work + Rs. 3500 Cr. for Medical Equipment installation). Accordingly, the consultancy cost quoted by M/s AECOM India Pvt. Ltd. is calculated to be 2.43 % of the total project cost.



In the EFC, INR 365 Crores has been provisioned and sanctioned by the Union Cabinet for professional and supervision services for this project, major part of which is the assignments to be executed under this RFP. It is noted that the financial proposal of M/s AECOM India Pvt Ltd is within EFC and Union Cabinet approvals.

Further, as a measure of abundant caution, AIIMS, New Delhi had also opened the financial offer of M/s AECOM India Pvt. Ltd. submitted against the first round tender (Tender ID 2019_AIMSD_502302_1) to see the consistency of the financial proposal submitted by M/s AECOM against the single tender enquiry (Tender ID: 2020_AIMSD_532990_1) in the current instance. Price in the first-round tender is noted to be INR 298.3496 Cr. – which is noted to be INR 89.031 Cr. higher than the financial proposal submitted by M/s AECOM against the Single Tender Enquiry in the current instance.

SFC was informed that the following projects of AIIMS, New Delhi – though not exactly matching with regard to the terms & conditions and requirements on behalf of the bidder - are available for reference:

| Sr. No. | Project at AIIMS, New Delhi | Consultancy Cost (PMC cost for construction) |
|---------|--|---|
| 1. | New Blocks at Masjid Moth- Surgical Block, Mother & Child Block, National Centre for Ageing and New OPD Block. | <ul style="list-style-type: none"> 5 % Estimated Project Cost for PMC for construction |
| 2. | National Cancer Institute (NCI), Jhajjar, Haryana | <ul style="list-style-type: none"> 5 % of Estimated Project Cost for PMC for construction 1.49 % for Equipment |
| 3. | National Cardiovascular Institute (NCVI) – Awarded to HSCC in 2017 but no work started | <ul style="list-style-type: none"> 2.79 %-PMC for Construction work 1.39% - PMC for Medical Equipment procurement |

SFC sought to know the comparison of master plan RFP with the NCVI tender which was the last available reference at AIIMS and was detailed as follows:

| Description | National Cardio Vascular Institute (NCVI) | AIIMS Master Plan (extrapolated from NCVI Quote) | AIIMS Master Plan (AECOM Quote) |
|--------------------------------|--|---|---------------------------------|
| Estimated Cost (excl. GST) | | Building = ₹ 3,810 Cr. Equipment = ₹ 3,500 Cr. Total Cost = ₹ 7,310 Cr. | |
| Estimated Cost (incl. GST@18%) | Building = ₹ 1,150 Cr. Equipment = ₹1,000 Cr. Total Cost = ₹ 2,150 Cr. | Building = ₹ 4,495 Cr. Equipment = ₹ 4,130 Cr. Total Cost = ₹ 8,625 Cr. | |

| | | | |
|---------------------------------|--|--|--|
| Consultancy Fee (excluding GST) | Building = ₹ 32.08 Cr. (2.79%) Equipment = ₹ 13.9 Cr. (1.39%) Total Fee = ₹ 45.985 Cr. (As quoted by L1) | Building = ₹ 4,495Cr. x 2.79% = ₹ 125.41 Cr. Equipment = ₹ 4,130 Cr. x 1.39% = ₹ 57.40 Cr. Total Fee = ₹ 182.81 Cr. | Total Fee = ₹172.77 Cr. (Post negotiation) |
| Scope | <ul style="list-style-type: none"> Greenfield Project Master Planning (MP) and full Project Management Consultancy (PMC) | <ul style="list-style-type: none"> Brownfield Project requiring demolition, augmentation of services in addition to new construction Master Planning (MP) and Project Management Consultancy (PMC) <u>Excludes</u> PEA consultancy, inviting tenders for building and medical equipment and making payments <u>Includes</u> extra consultancy work related to retrofitting of old buildings after structural stability study | |

SFC was also informed that the following published guidelines were also referenced:

I. "Standard Operating Procedures for CPWD Works Manual 2019" and refer "SOP No. 8/7: Levy of Fees by CPWD for Consultancy Services (Para 8.20)-Copy enclosed, wherein it is mentioned that, "

- Fees for Consultancy Services

| | |
|-----------------------------|----|
| (a) Planning | 4% |
| (b) Construction Management | 5% |
- For planning and designing work, the following charges is levied:

| | |
|---------------------------------------|------------------------|
| (i) Development of Master Plan | Rs.10000/- per hectare |
| (ii) Architecture Plans & Drawings | 3 % for original work |
| (iii) Structural designs and drawings | 1 % for original work" |

II. Scale of Charges recommended by "Council of Architecture" (Statutory Body of Government of India, under the Architects Act 1972)-Copy enclosed, wherein it is mentioned that-

| Type of Project/ Services | Scope of Work & Services | Minimum fees/ Reimbursable expenses |
|-------------------------------------|---|--|
| 1.2 All projects other than housing | As described for Comprehensive Architectural Services in the Conditions of Engagement including Site Development but excluding Landscape Architecture, Interior Architecture, Graphic Design and Signage. | 5 Percent on the cost of works assigned. |



The TEC of AIIMS had noted that the price offered @ 2.43% by M/s AECOM is lower than that enumerated in the guidelines mentioned above.

SFC was also informed that Senior Architect, MoHFW who was an external expert of the TEC of AIIMS has also submitted to the TEC details in respect of cumulative consultancy fee for master planning and project management consultancy services related to construction works awarded for various AIIMS under PMSSY, MoHFW, as follows:

| Sr. No. | AIIMS | Agency | Cost of project (Rs. In Cr.) | Construction component (tentative) | Rate of Consultancy in % (for construction work only) | Amount of Consultancy (Rs. In Cr.) |
|---------|----------------------|--------|------------------------------|------------------------------------|---|------------------------------------|
| 1 | Mangalagiri, A.P | HSCC | 1618 | 1090 | 3.50 | 38.15 |
| 2 | Nagpur, Maharashtra | HSCC | 1577 | 1055 | 3.50 | 36.92 |
| 3 | Kalyani, W.B | HSCC | 1754 | 1200 | 3.50 | 42.00 |
| 4 | Gorakhpur, U.P. | HITES | 1011 | 785 | 3.35 | 26.29 |
| 5 | Bathinda, Punjab | HITES | 925 | 721 | 3.65 | 26.29 |
| 6 | Guwahati, Assam | HITES | 1123 | 875 | 4.50 | 39.39 |
| 7 | Bilaspur, H.P | NBCC | 1351 | 1138 | 4.50 | 51.21 |
| 8 | Deoghar, Jharkhand | NBCC | 1103 | 863 | 4.52 | 39.00 |
| 9 | Rajkot, Gujarat | HSCC | 1195 | 784 | 2.98 | 23.44 |
| 10 | Bibinagar, Telangana | HITES | 1028 | 689 | 2.98 | 20.60 |

The TEC of AIIMS had noted that M/s AECOM's price quote @2.43% is below all above referenced projects though it is a brownfield assignment vis a vis the aforementioned references which are greenfield assignments. It was also noted that M/s AECOM's scope of work includes study of old buildings for retrofitting & assistance in medical equipment procurement as well and no additional PMC will have to be appointed for the said activities.

Further, SFC was also informed that M/s AECOM India Pvt. Ltd. had submitted copies of work orders and other supporting documents for rate reasonability as follows:

| Sr. No. | Name of the Project | Payment received by the Applicant | Total estimated project cost | Payment as percent of total project cost |
|---------|--|---|---|--|
| 1 | Program Management Services for India International Convention | 86,83,16,596 (For 4 years including escalation) | 2791 Crore (Awarded cost of Phase I under | 3.11 % (PMC) |

| Sr. No. | Name of the Project | Payment received by the Applicant | Total estimated project cost | Payment as percent of total project cost |
|---------|---|---|---|--|
| | and Expo Centre Dwarka, New Delhi | | purview of PMC) | |
| 2 | General Consultancy Services for Kolkata Metro Rail Project | 443.2 Crore | 8,575 Crore | 5.17 % (PMC) |
| 3 | Program management Services for Dholera Special Investment Region, Gujrat | 230 Crore | 2,900 Crore (Approx.) of construction works under execution | 5.8 % (PMC) |
| 4 | Program management Consultant for Phase IIA, Project Seabird, Karwar, Karnataka | 396.38 Crore (Excluding escalation and variation) | 19,603 Crore (Estimated) | 3.05 % (Design & PMC fee) |
| 5 | General Consultancy Services for Chennai Metro Rail Project | 671.7 Crore Excluding of taxes | 18,542 Crore (Estimated) Excluding of taxes | 3.62 % (Design & PMC fee) |
| 6 | General Consultancy Services for Mumbai Metro Line 3 (Colaba-BandraSweepz) | 920 Crore | 30,000 Crore (Estimated) | 3.06 % (Design & PMC fee) |
| 7 | The King Khalid Medical City (KKMC) Mega Project, Dhahran, Saudi Arabia | 183.3 Crore (Approximate) | 8,450 Crore (Estimated) | 2.17 % (Design Fee) |
| 8 | U.S. Department of Veterans Affairs, New VA Medical Center Orlando, Florida | 162.5 Crore (Estimated) | 3,250 Crore (Estimated) | 5 % (Design Fee) |

The TEC of AIIMS had observed that out of the eight work orders submitted by M/s AECOM as above, for three projects at Sr. No. 1, 3 & 8, no documentary evidences were made available, project at Sr. No. 2 is PMC scope only while project at Sr. No. 7 is design scope only and hence are not considered for price reasonability.

Of the remaining, in only three projects at Sr. no. 4, 5 & 6 in above mentioned table, the scope included both Design & PMC. In view of the above references, TEC of AIIMS had unanimously concluded that the financial proposal offered by M/s AECOM appears to be reasonable.

5. Negotiation: SFC wanted to know about the details of negotiation held with M/s AECOM

SFC was informed that AIIMS had called M/s AECOM for negotiations on 09th March 2020 in compliance with Rule 194 (iii) & (iv) of GFR 2017, CVC Circular Number 06/07/18 and judgement of the Hon'ble Supreme Court of India.

In the said meeting, representatives of M/s AECOM stated that AIIMS, New Delhi has already opened the financial proposal against the first tender instance floated vide Tender ID: 2019_AIMSD_475997_1 and they have already offered their best competitive price in the current instance which is almost INR 90 Cr. or approx. 30% lower than the price offered by them against the first instance tender. This reduction in price has been done with keenness to bag this prestigious project.

The Representatives of M/s AECOM informed the Committee that the quoted prices for this tender have been arrived at by them after due diligence both within their India office and their International Offices. They stated that M/s AECOM will not commit a price on which they cannot deliver as they will be involving their international studios for this project on which they do not want to compromise to ensure high quality output.

After further detailed discussion, representatives of M/s AECOM offered to absorb the quoted additional costs of INR 2.5 Cr (towards international travel of Expat Core Staff). The Committee discussed that such an offer might be detrimental to the availability of such expat Core Staffs and suggested that instead M/s AECOM offer a discount for the said amount i.e. Rs. 2.5 Cr. which can be apportioned uniformly across the man-month rates quoted by them.

Representative of M/s AECOM assured that availability of the expat would be as ensured while bidding and agreed to offer a discount of approx. INR 2.5 Cr. on their Agreement Fee Ceiling/Agreement Value as quoted by them against Tender ID: 2020_AIMSD_532990_1 thereby bringing down their financial proposal to INR 206.3686 Cr. vis a vis INR 209.3186 Cr. quoted by them upfront.

6. Final Decision of SFC regarding agenda item - SFC 220/8

Based on above facts, SFC considered and recommended the proposal of AIIMS, New Delhi to award work under Rule 194 of GFR 2017 to M/s AECOM India Pvt Ltd. for Master Planning & Programme Management Consultant for the Redevelopment of AIIMS New Delhi Campus at the post negotiation prices as follows:

| Sr. No. | Particulars | Before Negotiation | | Post Negotiation | |
|---------|--|--------------------|-----------------|------------------|-----------------|
| | | Excluding Taxes | Including Taxes | Excluding Taxes | Including Taxes |
| 1. | Total Agreement Fee Ceiling/Agreement Value in INR | 175.27 Cr. | 206.8186 Cr. | 172.77 Cr. | 203.8686 Cr. |

| | | | | | |
|----|---|------------|--------------|------------|--------------|
| 2. | Additional costs in INR (Not included in evaluation)- as quoted in 4.28 of financial proposal | 2.50 Cr. | 2.50 Cr. | 2.50 Cr. | 2.50 Cr. |
| 3. | Grand Total in INR for administrative & financial approval | 177.77 Cr. | 209.3186 Cr. | 175.27 Cr. | 206.3686 Cr. |

ITEM No SFC-220/9

TO CONSIDER BUDGET ALLOCATION FOR MACHINERY & EQUIPMENT FOR THE MOTHER AND CHILD BLOCK UNDER 'PLAN/CAPITAL CREATION' HEAD TO ENSURE TIMELY AND FULL OPERATIONALIZATION OF THE NEW FACILITY.

The SFC considered and recommended the proposal for procurement of machinery and equipment as proposed in two phases at a cost of Rs.213,34,27,800/- and Rs.111,63,35,000/- respectively and for engagement of the services of M/s. HITES as a procurement agency at not more than 2% consultancy fee.

ITEM No SFC-220/10

TO CONSIDER THE PROPOSAL FOR OUTSOURCED MANPOWER FOR THE MOTHER AND CHILD BLOCK UNDER PLAN/CAPITAL CREATION HEAD TO ENSURE TIMELY AND FULL OPERATIONALIZATION OF THE NEW FACILITY.

The SFC considered and recommended the proposal for outsourcing of services.

ITEM No SFC-220/11

TO CONSIDER THE PROPOSAL FOR REVISION/ENHANCEMENT OF RATES OF REMUNERATION IN RELATION TO CONDUCT OF EXAMINATIONS, EVALUATION & INTERVIEW ETC.

The SFC considered and recommended the proposal in-principle, while suggesting that the Director, AIIMS may revisit and rationalize the proposed enhancement of rates before implementation.



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ITEM No SFC-220/12

TO CONSIDER THE PROPOSAL FOR PROCUREMENT OF "DUAL PARTICLE CYCLOTRON" ON BUY BACK BASIS FOR THE DEPARTMENT OF NUCLEAR MEDICINE.

The SFC considered and recommended the proposal.

ITEM No SFC-220/13

TO CONSIDER THE PROPOSAL FOR CREATION OF 04 (FOUR) POSTS OF FELLOW FOR FELLOWSHIP IN "CARDIAC ELECTROPHYSIOLOGY AND PACING" IN THE DEPARTMENT OF CARDIOLOGY AT AIIMS.

The SFC considered and recommended the proposal subject to approval of Department of Expenditure.

ITEM No SFC-220/14

TO CONSIDER THE PROPOSAL FOR INCREASE THE STIPEND FOR BACHELOR OF OPTOMETRY STUDENTS DURING INTERNSHIP COURSE AT DR. R.P. CENTRE AT AIIMS, NEW DELHI

The SFC considered and recommended the proposal.

ITEM No SFC-220/15

TO CONSIDER THE PROPOSAL FOR CREATION OF 03 POSTS OF SENIOR RESIDENTS (NON-ACADEMIC) IN THE DEPARTMENT OF MICROBIOLOGY, AIIMS, NEW DELHI

The SFC considered and recommended the proposal, subject to approval of Department of Expenditure.



ITEM No SFC-220/16

TO CONSIDER THE PROPOSAL TO INCREASE ONE SENIOR DEMONSTRATOR
IN THE DEPARTMENT OF BIOCHEMISTRY

The SFC considered and recommended the proposal, subject to approval of Department of Expenditure.

ITEM No SFC-220/17

TO CONSIDER THE PROPOSAL FOR CREATION OF TWO POSTS OF SENIOR
RESIDENTS (SR) IN HOSPITAL ADMINISTRATION FOR ORBO, AIIMS, NEW
DELHI

The SFC considered and recommended the proposal, subject to approval of Department of Expenditure.

ITEM No SFC-220/18

TO CONSIDER THE PROPOSAL FOR REVISION OF AIIMS INSTITUTE
FELLOWSHIP AS PER GOVERNMENT OF INDIA REVISION (DST, ICMR, CSIR,
MHRD, DBT.... ETC.)

The SFC considered and recommended the proposal.

ITEM No SFC-220/Table Agenda No. 1

TO CONSIDER ONE TIME RELAXATION FOR WAIVING OFF THE DAMAGE
RENT FOR RETAINING THE ACCOMMODATION AT AIIMS CAMPUS DURING
THE DEPUTATION PERIOD BY THE FACULTY MEMBERS TILL DATE OF
POLICY DECISION.

The SFC considered and recommended the proposal.



ITEM No SFC-220/ Table Agenda No. 2

TO CONSIDER THE PROPOSAL FOR CREATION OF 274 POSTS IN NURSING CADRE FOR VARIOUS DEPARTMENTS AT AIIMS, NEW DELHI

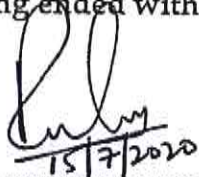
The SFC considered and recommended the proposal, subject to approval of Department of Expenditure.

ITEM No SFC-220/ Table Agenda No. 3

TO CONSIDER THE PROPOSAL FOR BRINGING IN PAY & ALLOWANCES OF PERMANENT EMPLOYEES OF ADMINISTRATIVE CADRE POSTED IN RESEARCH DIVISION AGAINST POSTS CREATED IN 1992, WITHIN GRANT-IN-AID SALARY RELEASED BY MINISTRY.

The SFC considered the proposal and advised that the current practice should continue.

The meeting ended with a vote of thanks to the Chair and all those present.



(PROF. RANDEE PGULERIA)
Member Secretary
Standing Finance Committee
AIIMS, New Delhi.



(PREETI SUDAN)
Chairperson
Standing Finance Committee,
AIIMS, New Delhi.

NOTE FOR THE GOVERNING BODY

Item No. G.B./06

TO CONSIDER THE MODIFIED MINUTES OF THE 117th ACADEMIC COMMITTEE MEETING HELD ON 20.11.2018 AT AIIMS, NEW DELHI.

INTRODUCTION:

1. It is submitted that Dr. Chitra Sarkar, Dean (Research), AIIMS, New Delhi has reported that there is a typographical error in the minutes of 117th Academic Committee Meeting held on 20.11.2018 in Table Agenda Item No.AC/117/05 related to proposal for creation of Clinical Research Unit, AIIMS, New Delhi (Annexure-I) that was approved by the Governing Body in its 157th meeting on 24/01/2019 vide agenda item No. GB/157/6.

2. **PROPOSAL:**

In the 117th Academic Committee Meeting Table Agenda-Item No.AC/117/05:- Proposal for creation of Clinical Research Unit, AIIMS, New Delhi was discussed. Minutes of the 117th Academic Committee were approved on 09.01.2019 and ratified by the Governing Body in its 157th Meeting held on 24.01.2019 vide agenda Item no. GB/157/6.

In the minutes of the 117th Academic Committee meeting page no.28, it was mentioned that "The proposal was discussed with Prof. M.K. Bhan and details of approved Scientist Cadre is Annexure-C."

This was later on modified in the minutes of the 117th Academic Committee as "The proposal was discussed with Prof. M.K. Bhan and details of approved Clinical Research Unit is Annexure-C."

3. **ADMINISTRATIVE COMMENTS:**

Incorrect version in Table Agenda Item No.AC/117/05: The following typographical error exists in the last paragraph on page 28 of the minutes:

"The proposal was discussed with Prof. M.K. Bhan and details of approved Scientist Cadre is Annexure-C."

Corrected version in Table Agenda Item No.AC/117/05 is as below (Annexure-1):

"The proposal was discussed with Prof. M.K. Bhan and details of approved Clinical Research Unit is Annexure-C."

The above modification has been approved by the Chairman of the Academic Committee and amendments have been made in the minutes of the 117th Academic Committee (Annexure-2).

4. **APPROVAL SOUGHT:**

The above modification in the minutes of the 117th Academic Committee Meeting held on 20.11.2018 is placed before the Governing Body for kind consideration and approval.

This has the approval of Director, AIIMS, New Delhi.


REGISTRAR

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES**

Ansari Nagar, New Delhi-110 029.

No.F.5-19/2018-Acad.II

Dated the: 09.01.2019

MEMORANDUM

SUBJECT: Minutes of the 117th Meeting of the Academic Committee held on 20.11.2018 at 3.00 PM in the Dr. Ramalingaswami Board Room, at AIIMS, New Delhi.

A copy of the draft minutes of the 117th meeting of Academic Committee held on 20.11.2018 at 3:00 PM in the Dr. Ramalingaswami Board Room, AIIMS, New Delhi is enclosed herewith for your kind approval/comments if any. After approval of the minutes the same may be placed before the Governing Body meeting.

Since, the next meeting of the Governing Body is scheduled to be held on 21.01.2019 it is therefore, requested to submit the comments if any, within three days of the receipt of the mail so that, the minutes can be included as agenda in the forthcoming Governing Body Meeting for ratification.

(DR. RANDEEP GULERIA)
DIRECTOR &
MEMBER-SECRETARY
(Academic Committee)

Distribution:

- The Chairman
- All members of the Academic Committee

ACADEMIC SECTION

**Minutes of the 117th Academic Committee Meeting held on 20th NOVEMBER 2018 at 3. 00 P. M. At
DR. RAMALINGASWAMI BOARD ROOM**

The following members attended the meeting:-

1. Dr. Mahesh B Patel: In Chair
2. Dr. S Venkatesh, DGHS, Member
3. Dr. M K Bhan, Member
4. Dr. D S Rana, Member
5. Dr. D G Mhaisekar , member
6. Dr. Randeep Guleria, Member-Secretary

Dr. Vijay Laxmi Saxena and Shri R. Subrahmanyam informed about their inability to attend the meeting.

Following special invitees were also present:

1. Prof VK Bahl, Dean (Academic)
2. Prof. Chitra Sarkar, Dean (Research)
3. Prof. Sidharth Datta Gupta, Dean (Examination)
4. Dr. D. K. Sharma, Medical Superintendent, AIIMS Hospital
5. Shri Subhashish Panda, DD (Admn)
6. Prof. Rajeev Kumar, Associate Dean (Academic)
7. Prof. Vineet Ahuja, Associate Dean (Research)
8. Dr. Ashok Jaryal, Associate Dean (Examination)
9. Shri N K Sharma, Sr FA
10. Dr. Sanjeev Lalwani, Registrar

Chief of Centers /Head of the Departments were also invited to be present for any clarification about the agenda items pertaining to their respective Centers/Departments. The meeting began with the permission of the Chair and following agenda items were taken up for discussion:

Item no AC/117/ 1: To confirm the minutes of the Academic Committee Meeting held on 6. 3. 2018 at 3. 00 P.M. in Dr. Ramalingaswami Board Room, AIIMS, New Delhi

It was informed that the Minutes of the 116th Academic Committee meeting held on 6/3/2018 were circulated to all members through e-mail on 8.11.2018 for approval/ comments. No comments have been received. The minutes of 116th Academic Committee meeting were unanimously approved by all the members.

Item no AC/117/ 2: Action taken on the minutes of the 116th Academic Committee Meeting held on 6th March, 2018 at 3.00 P.M. in Dr. Ramalingaswami Board Room, AIIMS, New Delhi

Action taken on the minutes was noted. It was informed that the action taken on agenda items approved in 115th Academic Committee meeting are pending for approval of Governing Body and Standing Finance Committee. Regarding agenda item no AC/116/21-24, the Academic Committee had decided that an internal committee shall be constituted by Director, AIIMS New Delhi to examine such proposals and after complete evaluation and justification, such proposals for creation of posts or changes in recruitment rules should be brought to Academic Committee. It was informed that the committee under Chairmanship of Dean (Acad) was constituted and agenda items for creation of posts or changes in recruitment rules were discussed in this committee. Those proposal that had been approved by this committee were being placed in today's meeting as individual agenda items.

Item no AC/117/ 3: Proposal for grant of Special Book Prize of Rs. 20,000 for purchase of books of 3rd Professional MBBS to students securing highest marks in individual subjects in 2nd Professional Examinations.

It was submitted that at present, the Institute awards merit scholarships to MBBS students who secure the 1st, 2nd & 3rd positions in the 1st, 2nd and 3rd Professional MBBS examinations. Additionally, a special book prize of Rs.20,000/- for purchase of 2nd Professional Books is awarded to students securing the highest marks in the individual subjects of Anatomy, Physiology and Biochemistry as approved by the Academic Committee vide item No.AC/111/5 dated 13.5.2014 /Standing Finance Committee vide Item No.SFC-205/9 dated 22.10.2014 and Governing Body vide Item No.GB-152/3 (v) dated 13th April, 2015 respectively.

Dr Randeep Guleria said that the current proposal to extend the Special Book Prize of Rs. 20,000 for purchase of books of 3rd Professional MBBS to students securing highest marks in individual subjects in 2nd Professional exam shall encourage the meritorious MBBS students who secure the highest marks in individual subjects of Pathology, Microbiology, Pharmacology and Forensic Medicine & Toxicology on similar grounds as has been done for first year meritorious MBBS students for purchase of 2nd Professional Books.

The proposal was discussed and unanimously approved.

Item no AC/117/ 4: Award of Certificate of Merit/Commendation Certificate to topper in Master of Biotechnology course at AIIMS.

The proposal for Award of Certificate of Merit/Commendation Certificate to the toppers in all masters' courses at AIIMS Delhi was submitted. It was informed that a candidate with more than 75% of overall marks, and recommended by board of examiners shall be given certificate of merit in each masters course but the same will not be a part of Institute day/Convocation awards ceremonies. Dr S Venkatesh, DGHS, said that in earlier academic committee it was suggested that there should be guidelines for examiners for consideration and recommendation of such awards.

The Director clarified that the award has been proposed for all masters's courses and not specific to Biotechnology. He further said that the award shall be given by the board of examiners and 75% marks in final examination shall be one of the criteria. The final examination marks shall include both internal assessment and marks obtained in final examination. Dr S Venkatesh said that criteria for selection of candidate for such an award should be clearer. It was decided that the proposal stands approved in principle. However, the Dean (Acad) shall formulate guidelines for examiners in regard to recommendation of candidate for award and same shall be included after approval of Director.

Item no AC/117/ 5: To reconsider leave rules related to Extraordinary Leave of Junior Residents (Academic)-regarding

Item no AC/117/6: Matter regarding long leave in M.Sc Courses- joining of duty after availing long leave

Because of similarity of the issues, The agenda item number 5 and 6 were discussed together.

It was submitted that on many occasions, academic residents/MSc students apply for long leaves during their tenure. There is no clarity on rules for leaves to be given at a stretch.

As per Current rules, during the term of employment, Junior Residents (Acad.) are entitled for leave as under:

- First year 30 days leave: *The competent authority has decided that the JR (Acad.) will be entitled to the leave calculated on Pro-rata basis i.e. JR Acad. during the first year of their tenure they will be sanctioned leave for only that much number of days which they have already earned. AUTHORITY: Circular No.4-7/2015 dated 1st May 2015*
- Second year: 36 days leave
- Third year: 36 days leave.
- As per rule, leave cannot be carried forward and they are not entitled to any other leave except the above mentioned leave.
- Unavailed leave will be encashed after completion of three years.
- The Junior Residents (Acad.)/Senior Residents (Acad) are entitled for Maternity Leave for 180 days during their course with full pay, but their period of registration/final exam will be postponed.
- Residency as well as exam of residents, who avail the leave over and above their entitlement, will be extended. However, upto 30 days leave without pay in over all three years may be condoned by the Dean on special grounds for appearing in usual term of examination, but the candidate is required to work for the extended period. As per the prevailing rule position, if leave without pay of the resident exceeds 30 days, his examination is postponed by six months.

As per rule during the course M.Sc student are entitled for leave as under:

- Leave entitled for the 1st year 24 Days
- Leave entitled for the 1st year 30 Days

Accordingly, it was proposed that for all students, any leave of greater than 30 days or EOL beyond 30 days would be sanctioned only in exceptional circumstances on medical grounds, after examination of the applicant by a medical board constituted by the Dean. In case the candidate is on unauthorized leave, then first notice to rejoin should be sent to the student within 7 days. In case he/she does not join, another notice should be sent to the candidate and his/her parents asking for explanation and to join within 7 days. In case after two notices, the candidate still does not join, then a final notice will be issued as last opportunity to join in another seven days, failing which the registration will be cancelled.

Dr S Venkatesh, DGHS said that registration of any candidate who remains absent for more than 40 days without permission can be cancelled. Dr Mahesh B Patel, Chairman suggested that 80% Academic Attendance should be mandatory before appearing in examination.

The proposals were discussed and unanimously approved as under.

"Any leave of greater than 30 days or EOL beyond 30 days would be sanctioned only in exceptional circumstances on medical grounds, after examination of the applicant by a medical board constituted by the Dean. In case the candidate is on unauthorized leave, then first notice to rejoin should be sent to the student within 7 days. In case he/she does not join, another notice should be sent to the candidate and his/her parents asking for explanation and to join within 7 days. In case after two notices, the candidate still does not join, then a final notice will be issued as last opportunity to join in another seven days, failing which the registration will be cancelled".

Item no AC/117/ 7: To consider the proposal to formulate the guidelines for attending CMEs, Workshops, Conference, Symposium, Workshop etc. on Academic Leave/ On-Duty Leave in respect of Junior Resident (Academic) regarding.

It was submitted that currently there are no specific guidelines/ rules in respect of Junior Residents (Academic) regarding entitlement/ limitation of Conference Leave/ Academic Leave as on duty

As per provision "11. LEAVE" laid down in guidelines provides that during the terms of employment, Junior Residents/ Demonstrators will be entitled leave as under:

| | |
|-------------|-----------------------------------|
| First Year | : 30 days leave on pro-rata basis |
| Second Year | : 36 days leave |
| Third Year | : 36 days leave |

However, as per terms & condition "15 (D) LEAVE" laid down in Prospectus for July 2017 Session provides that Junior Residents/ Demonstrators are not entitled to any other leave except that mentioned above.

Guidelines for Special Leave to Senior Residents:

As per existing guidelines/ circular vide No.F.01-01/15-Acad.I, dated 30.06.2015 (copy enclosed), notified for Special Leave to Senior Resident only are as under:

Special Leave to attend the CMEs, Conference, Symposium etc: -

- Senior Residents will be granted permission to attend academic activities i.e. CMEs, Workshops, Conference, Symposium etc. and they can be granted total 7 days leave special leave for this purpose in one completed year of Senior Residency.
- Such leaves will be granted only after recommendation of the concerned HOD and approval of the Dean.
- The balance leaves if any, at the end of the year will not be carried forward to next year.

It was proposed to create parity of total number of leaves for both Senior Resident and Junior Resident, 09 days academic leaves should be given to Junior Residents (Academic) in a period of three years. Dr Mahesh B Patel, Chairman, Dr D S Rana and Dr S Venkatesh sought clarification on the distribution of these leaves. It was informed that 09 leaves shall be maximum limit for the entire tenure of three years but there is no annual cap/limit. Further, in addition to these 09 leaves candidate shall be free to avail leaves for academic purposes out of permissible 102 leaves as per provision 11, in case the 09 academic leaves are exhausted.

The proposal was discussed and unanimously approved that in addition to the leaves described in provision '11', academic junior residents would be permitted 09 (Nine) academic leaves in total over 3 years of residency with the same provisos as for similar leaves for senior residents.

Item no AC/117/ 8: Regarding grant of Paternity leave and extension of tenure for academic courses if leaves extend beyond the permitted period for DM/M.Ch candidates.

The proposal regarding grant of paternity leave and extension of tenure for academic courses if leaves extend beyond the permitted period for DM/M.Ch candidates was discussed.

It was informed that the Senior Resident (DM/M.Ch) are entitled for leave during the three years tenure as under:-

| | |
|----------------------|---------|
| 1 st year | 24 Days |
|----------------------|---------|

| | |
|----------------------|---------|
| 2 nd year | 30 Days |
| 3 rd year | 36 Days |

If leave is extended in a year then the extended period is treated as Extra Ordinary Leave without pay and the registration period is also extended by postponing the Exam for one session). The Dean is the competent authority to condone the leave upto 30 days on the merit of each case.

Maternity leave: Senior Resident (Non-Academic), Senior Resident (DM/M.Ch) and Junior Residents (Acad.) are entitled for maternity leave for 180days. However the tenure of Senior Resident (DM/M.Ch) and Junior Residents (Acad.) is extended in lieu of Maternity leave and final examination also postponed for one session.

Paternity leave: Senior Resident (Non-Academic), Senior Resident (Acad.) are entitled for 15days paternity leave but tenure is not extended.

It was proposed that for calculating tenure extension due to paternity leave, the total number of leave availed in 3 years would be calculated. If the total leaves availed is more than 90 days (including paternity leave), then the tenure will be extended by the extra number of days beyond 90 days. Dr Mahesh B Patel and Dr S Venkatesh said that the provisions for paternity and maternity leave to SR/JR have already been notified as per CCS Rules. The Director said that exam postponement would depend on total number of leaves availed as per existing policy.

The proposal was unanimously approved.

Item no AC/117/ 9: Proposal for revision of supplementary Examination Rules for First Professional MBBS Students.

The proposal for revision of supplementary Examination Rules for First Professional MBBS Students was discussed.

As per current rules, students are allowed to take the 1st Professional MBBS supplementary examination only if they have at least 40% marks in their internal assessment in each subject and independently in theory and practical components. Internal assessment contributes 50% marks to the overall total of the 1st professional exam. Once they are found eligible for the supplementary examination, only 25% of weightage is carried forwarded from internal assessment and 75% is allotted to the supplementary exam. In case the internal assessment is less than 40%, the student is not allowed to sit in the supplementary exam and is made to repeat the 1st year but this non-appearance is counted as an attempt. The same process is applicable when they appear for the exam in the next year.

Dr S Venkatesh, DGMS wanted to know the historical background of these rules. The record mentions that these rules were approved by the Dean's Committee in its meeting dated 11/10/2004/ and 29/11/2004 and Staff Council in meeting dated 9/11/2004/ and 8/2/2005.

It was submitted that if students with less than 40% internal marks were permitted to sit for the 1st Professional exam, they should not be barred from appearing for the supplementary exam either. However, it was pointed out that since the carry-forward of internal marks in the supplementary exams was only 25% compared to 50% in the 1st professional exams, students who had poor internal assessments may voluntarily prefer the supplementary exam over the 1st Professional exam, thus defeating its purpose.

It was thus proposed that all students failing the 1st Professional exam will be allowed to take the supplementary exams. For such students, 25% of weightage will be carried forward

from internal assessment, 25% marks from the 1st Professional examination and 50% will be allotted to the supplementary exam.

The proposal was unanimously approved with the condition that the same shall be applicable prospectively from 2019 MBBS batch.

Item no AC/117/ 10: Proposal or revision of eligibility criteria for Foreign National candidates to be same as National Candidates for MBBS Course at AIIMS, New Delhi.

It was submitted that multiple representations / requests had been received regarding making AIIMS MBBS Eligibility for Foreign National Candidates at par with General /Other Backward Class (OBC) Indian National Candidates. The current eligibility criteria for both foreign nationals and Indian nationals is as under:

| The eligibility criteria for Indian National Candidates | The eligibility criteria for Foreign National Candidates (applicable to AIIMS, New Delhi only) |
|---|---|
| <p>For Indian Nationals Nationality: He /She should be an Indian citizen Age: He /She should have attended or will attain the age of 17 (Seventeen) years as on the 31st of December, of the year of admission.</p> <p>Essential Qualifications: He/she should have passed the 12th Class under the 10+2 Scheme/Senior School Certificate Examination (CBSE) or Intermediate Science (I.Sc.) or an equivalent Examination of recognized University/Board of any Indian State with ENGLISH, PHYSICS, CHEMISTRY AND BIOLOGY AS SUBJECT.</p> <p>MINIMUM AGGREGATE MARKS:- He/she should have obtained a minimum of 60% marks (50% in case of SC/ST candidates) in aggregate in ENGLISH, PHYSICS, CHEMISTRY and BIOLOGY. (This will not apply to candidates who have passed B.Sc. or B.V. Sc. OR B.Sc. (Nursing) final examination by securing not less than 55% marks (50% in case of SC/ST candidates) in aggregate in any of these examinations, provided in the 12th Class examination under 10+2 scheme/Intermediate Science or an equivalent examination, he/she should have studied English, Physics, Chemistry and Biology.</p> | <p>The Foreign candidates nominated by the Government of India are required to have obtained a <u>minimum of 50% marks</u> in aggregate in the subjects of ENGLISH, PHYSICS, CHEMISTRY AND BIOLOGY in their intermediate Science or an equivalent examination to be eligible for admission to the MBBS course at New Delhi.</p> <p>The Foreign Candidates nominated by the Government are not required to appear at the Competitive Entrance Examination.</p> |

It was proposed was submitted that both Indian (General/OBC) and Foreign Nationals shall be eligible for admission in MBBS Course at AIIMS New Delhi with minimum of 60% marks in aggregate in the subjects of English, Physics, Chemistry and Biology in:

- For Indian Nationals- 12th Class (10+2)/Senior School Certificate Examination (CBSE) or Intermediate Science or equivalent examination of recognized university/board.
- For Foreign Nationals in their intermediate science or equivalent examination.

Dr MK Bhan said that this may be an extension of adaptation concession. Dr S Venkatesh, DGHS informed that Foreign Nationals are admitted through NEET. Dr Guleria informed that in undergraduate courses at AIIMS New Delhi, Foreign Nationals are not admitted through competitive entrance examination. Therefore, the foreign national candidate who have secured marks equivalent to Indian students should be admitted.

The proposal was thus unanimously approved.

Item no AC/117/ 11: GUIDELINES FOR FUNCTIONING OF CENTERS, FORMATION OF DIVISIONS AND UNITS.

It was informed that in view of the increasing faculty strength and number of centers at the Institute, clear guidelines were required to define on administrative functioning of the faculty. A committee was constituted under chairmanship of Director, AIIMS to define the policies for functioning of faculty in centres and creation of smaller administrative and functional working units within the departments/centers so as to allow maximum opportunities for individual and institutional growth. The guidelines proposed by the committee are as under:

Guidelines for Functioning of Centres, formation of Divisions and Units

1: Centre:

The definition of a centre is restricted to those entities that are clearly defined as independent administrative units within the overall control of the Director. Centres should consist of multiple related specialties and be independent in their functioning. Centres should not be created with single departments.

The term "centre" is sometimes used in the name of departments and facilities at AIIMS. However, in administrative terms, merely the presence of the word "centre" within their name will not entitle them to the status of a "centre" as envisaged here.

The current Centres recognized are:

1. Dr RP Centre
2. BRA-IRCH
3. Cardiothoracic centre
4. Neurosciences centre
5. JPNA Trauma centre
6. CDER
7. NDDC
8. NCI-Jhajjar

1.1: Functioning of faculty in a centre:

1.1.1: Faculty appointed at a post advertised for a centre will primarily work at that centre. Office/ Staff/OT/OPD/Clinic etc. will all be physically housed within the centre. For centres which have their own housing, faculty will stay in the housing provided on that centre's campus and will not be eligible for housing on main AIIMS campus or any other centre's campus.

1.1.2: They will be responsible for developing the academic program in their specialty either as a department or division (vide-infra). Academic exchange

(thesis/projects/journal clubs/seminars/case-discussions) may be done with other centres/main department if physically feasible and agreed upon as in point 3 below.

1.1.3: There will be no automatic rotation of duties or privileges with other centres or the main department. However, faculty may discharge duties at another centre or main department if:

1. it is agreed upon by the majority of faculty (at all levels) who are affected by such exchange. This must be documented in writing in a physical faculty meeting
2. The proposal must have the agreement of the Head of the departments/centre on both sides
3. The proposal must have approval of the Director
4. Such privileges must be in writing, for a fixed duration
5. All provisions of section 1.1 will continue to apply
6. The rotation may be revoked by the director at any time

1.1.4: Intra-specialty seniority will be considered only among faculty selected in a centre. They will not be eligible for equivalence or seniority with faculty of the same specialty in other centres or the main department. This will apply even if the faculty rotate with faculty in other centres or the main hospital.

1.1.5: If there is no department or division for a specialty in a centre, faculty members appointed in that specialty will report directly to the CoC. In order to cater to their academic growth, point no. 1.1.3 above should be considered favourably. However, this must be read in conjunction with all other points above.

1.1.6: In order to provide mentorship and administrative guidance to new centres, for a fixed period of time, the Director may:

1. Appoint senior faculty members of existing departments as mentors.
2. Assign existing Heads of the Department to officiate as Head of Department for corresponding specialties in the new centres for a fixed period of time. Such HoDs would carry the same powers as of a HoD in a Department of a Centre.

1.2. Departments in centres:

Departments within a centre will be administrative units, would work on lines similar to independent departments in the main hospital, but without financial powers which would rest with the Chief of Centre (CoC). However, each department in a centre should be consulted while preparing financial plans for the centre and budget allocated for a centre should be appropriately assigned to departments within it.

1.2.1: Creation of departments in centres

The proposal to create a department within a centre will follow the same policies as for creation a department in the main hospital.

1.3: Divisions in departments in centres:

Divisions in departments in centres will follow the same rules as divisions in departments in the main hospital (2.2).

1.4: Divisions in centres (not within a department of a centre):

Divisions within a centre will be administrative units, reporting directly to the Chief of Centre (CoC).

1.4.1: Creation of divisions

- The proposal to create a division will be evaluated by a committee constituted by the Director. After approval of the Staff Council, a notification may be issued with approval of the Director.
- Minimum 3 faculty posts in that specialty
- An administrative appointment of 'Head of division' may be made by the director
- If a 'Head of division' is appointed, faculty within a division report to 'Head of division' who reports to CoC
- All Faculty ACR to be written by CoC, all financial powers with CoC
- Academic programs (MD/MS/DM/MCh/PhD/fellowship) may run within a division

1.5: Units in centres:

- May be created in any department or division
- Purely functional for provision of service
- Minimum 2 faculty in a unit
- There must be a valid justification for creation of unit and the proposal must be approved by the majority of faculty members in the department/division
- The proposal will be evaluated by a committee constituted by the Director and notification will be issued after approval of the Director

2: Main Hospital**2.1: Departments in main hospital:**

The policies for creation of departments within the main hospital will remain unchanged.

2.2: Divisions in departments in main hospital:

Divisions in departments in the main hospital will be administrative units, reporting directly to the Head of the Department (HoD).

2.2.1: Creation of divisions

- Divisions must be created on academic basis and not for purely service provision.
- The proposal to create a division must be submitted by the HoD after approval of the majority of the faculty in the department in a faculty meeting. It will be evaluated by a committee constituted by the Director. After approval of the Staff Council, a notification may be issued with approval of the Director.
- Minimum 2 faculty members in that sub-specialty
- An administrative appointment of 'Head of division' may be made by the director on the recommendation of the Head of the Department. Faculty within a division report to 'Head of division' who reports to HoD. Appointment of 'Head of division' is not essential and in the absence of a designated 'Head of division', the faculty will report directly to the HoD.

• Academic programs (MD/MCh/DM/MCh/PhD/fellowship) may run within a division

2.3: Units in main hospital:

- May be created in any department or division
- Purely functional for provision of service
- Minimum 2 faculty in a unit
- There must be a valid justification for creation of unit and the proposal must be approved by the majority of faculty members in the department and division
- The proposal will be evaluated by a committee constituted by the Director and notification will be issued after approval of the Director

Dr S Venkatesh said that at Centres, faculty of different disciplines should work with common interest. However, in CHS cadre the faculty are posted in main department and the department provide services to different areas by rotation. It was clarified that at AIIMS, Centres are administratively governed by Chief of Centres. Faculty appointed at Centres can be extended academic benefits of teaching, examinership etc with mutual agreement with the main department and with approval of Director. Dr DS Rana asked about the current postings of Residents. It was informed that Senior Residents are rotated in the concerned areas. Dr MK Bhan said that policy of creation of Centres and posting of faculty should be without any prejudice and must be governed by principles appropriately laid down. He further said that single post at a centre should not be created and it should be in the form of a division as proposed. He further said that at times, a single faculty at a centre does an excellent job. Dr VK Bahl also said that the proposal is essential as NCI is coming up at Jhajjar. Dr Randeep Guleria said that for every Centre, the core and noncore disciplines should be identified. Faculty of all core discipline should be posted exclusively at the Centre and non-core faculty may be posted in the Department which will extend services to Centre by rotation. Dr MK Bhan said that norms should be fixed and prospective candidates must be clearly informed about this. The proposal was unanimously approved.

Item no AC/117/ 12: Clarification on ambiguities in awards for Mrs. Geeta Mittal Medal and Book Prize, Shri Mohan Lal Wig Medal Excellence in Nursing Awards

It was submitted that the above mentioned awards are being awarded at every year in Institute Day Celebrations.

- Mrs. Geeta Mittal Medal and Book Prizes have been instituted for the best M.D. students in the field of Oncology (One for Basic Research in Oncology and Other for Clinical Research). These awards will carry 1 Medal, a Certificate and a Book Prize.
- Shri Mohan Lal Wig Medal is awarded every year after receiving the thesis of best work in the field of clinical research to a postgraduate or any other worker in the Institute below the age of 35 years.
- The following awards for "Excellence in Nursing" have been instituted by the AIIMSONIANS of America for the Nurses working at AIIMS. The details of award are under please.
 - Award for Best Research Work by Nursing Staff
 - Award for Best Nurse in Community Care Nursing
 - Best Nurse of the year Award

There was a discrepancy noticed between the criteria for awards and the proformas filled by candidates for their application. In order to remove the ambiguities, the proformas have been revised and ambiguities in the rules have been removed.

The above proposal for removal of the ambiguities in the rules and revision of application proformas for the above mentioned awards for Mrs. Geeta Mittal Medal and Book Prize, Shri Mohan Lal Wig Medal Excellence in Nursing Awards was discussed and approved.

Item no AC/117/ 13: Augmentation of manpower to strengthen the patient care services in the Department of Emergency Medicine by formulating Rotation Policy of Junior Residents (Academic) to the Department of Emergency Medicine -regarding.

It was submitted that In the Department of Emergency Medicine, the posts of Junior Residents (Non Acad) and Senior Residents (Non Acad) are not getting filled to full strength in spite of regular selection and also by special recruitment drive conducted by Academic Section. Hence, there remains acute shortage of manpower for smooth functioning of patient care services in Department of Emergency Medicine

To address the issue, a Committee under Chairmanship of Dean (Academic) was constituted with the approval of Director, AIIMS, New Delhi. The current problem faced in recruiting and retaining residents in Department of Emergency Medicine was discussed. The committee recommended that Junior Residents (Acad) in the Department of Medicine, Surgery, Paediatrics, Anaesthesia and Geriatric Medicine should rotate to the Emergency Medicine for the period of 3 months during the second year of their training.

Dr DS Rana enquired about rotation of Senior Residents. It was informed that Senior Residents of related clinical departments are rotated and for some clinical and non/para-clinical department's Senior residents remain on call.

The proposal was discussed and unanimously approved.

Item no AC/117/ 14: Request for creation of three (3) posts of Senior Resident/ Demonstrator of Anatomy.

The proposal for creation of three (3) posts of Senior Resident/ Demonstrator of Anatomy was discussed. It was informed that there had been a major increase in the number of students, MBBS and BSc in AIIMS New Delhi, leading to a shortage in the number of Senior Residents/Demonstrators available to teach them since nearly all courses required some classes in Anatomy. It was also informed that the proposal to increase the seats is as per the norms of creation of the posts of Senior Residents as approved by the Academic Committee previously. In view of the justification, the members of the committee unanimously approved the proposal.

Item no AC/117/ 15: Creation of new three posts of Senior Resident (Paediatrics) for RPC (HDU)

The proposal to create 3 posts of non-academic SRs in the Department of Pediatrics for manning the RPC-HDU was discussed it was submitted that with improving surgical expertise, a large number of preterm and neonates undergo successful ocular surgery. A Pediatric High dependency unit (PHDU) was established last year with 6 equipped beds at RPC for better care of such babies. In order to functionalize this on a round-the-clock basis to effectively manage serious complications during and after procedures, optimum cover of pediatrics SRs are required. Currently, the unit is manned by two senior residents of Pediatrics and they are able to provide cover from 9 AM to 5 PM daily from Monday to Saturday. Hence, 3 more pediatrics SRs are required to increase the current deployment

from 2 to 5. The decision to enhance capacity of RPC HDU for functioning 24/7 was jointly taken by the departments of ophthalmology, pediatrics and anaesthesia through a committee overseeing this facility. The proposal was discussed and unanimously approved.

Item no AC/117/16:- Creation of three posts of Senior Resident in the Department of Geriatric Medicine

The proposal of Department of Geriatrics requesting for create two seats (02) of Senior Resident in the Department of Geriatrics Medicine and (01) new post of Senior Resident in the department of Hospital Administration for the National Centre of Ageing, AIIMS New Delhi was discussed. The Department proposes to strengthen clinical service for older patients at AIIMS which will be an integral part of NCA when it becomes functional. Till the NCA becomes functional, these residents will be required to provide "Ortho-geriatric Service" that is already functional in the JPNATC. The Head of the Department of Orthopaedics and Chief of Trauma Centre strongly supported the idea of involvement Geriatric Medicine residents and faculty in the management of frail older patients undergoing major orthopedic procedures. The Senior Resident (Hospital Admn) position in national Centre of Ageing needs to be activated to manage the implementation of NCA at construction phase.

Dr M K Bhan said that Geriatric medicine has special service component as patients are in both ambulatory/bed ridden conditions, hence wider consultation is required to improve geriatric services. Dr MK Bhan and Dr R Guleria said that Geriatric Medicine should come up with new ideas as per international models with concepts like Geriatric Nurse Practitioner. Dr S Venkatesh also said that web-based training, Digital Academics in areas like community mental health, Psychiatry, mental health nursing and posting in Dialysis etc shall be considered as these are the needs for geriatric patients and a wider discussion on this area should be undertaken.

The proposal to create 3 new posts of SRs was unanimously approved.

Item no AC/117/17:- To consider the proposal for creation of additional 7 posts of Senior Resident (M.Ch) in the Department of Urology, AIIMS, New Delhi.

It was submitted that the department of Urology at present has 11 (MCh) Senior Residents, and no (0) non-academic SRs or JRs. This total number has remained constant for around 15 years. However, the workload in the department has increased manifolds in this time. The new OPD block, Surgical block and Mother and Child block expected to start functioning soon, hence there will be a requirement of additional manpower since the number of OPDs, beds and OTs available to the department will increase. Accordingly, it is proposed to create additional 7 posts of Senior Residents (M.Ch) for the Department of Urology. The proposal has been justified with workload, infrastructure and the guidelines for Resident: Faculty ratio. Currently Department has 10 Faculty posts and 11 Senior Residents (MCh). The proposal was discussed and unanimously approved.

Item no AC/117/18:- Proposal to start M.Ch in (1) Vitreo-Retina (2) Cornea & External Eye Disease (3) Strabismus (4) Oculoplasty (5) Glaucoma in the Department of Ophthalmology Dr. R.P. Centre, at AIIMS, New Delhi.

The proposal to start M.Ch in five specialties (1) Vitreo-Retina (2) Cornea & External Eye Disease (3) Strabismus (4) Oculoplasty (5) Glaucoma, in the Department of Ophthalmology at Dr. R. P. Centre, at AIIMS, New Delhi was discussed. It was informed that Chief RPC had requested that instead of the original proposal, a single MCh seat per year may be approved in each of four specialties: (1) Vitreo-Retina (2) Cornea & External Eye Disease (3) Strabismus and (4) Glaucoma.

Dr MK Bhan, Dr DS Rana and Dr Dilip Mhaisekar said that these are very narrow specialties within Ophthalmology. Dr S Venkatesh, DGHS raised the issue regarding MD (Ophthalmology) Degree at AIIMS and subsequent MCh in related specialty. It was informed that such discrepancies are there in Degrees awarded at MCI Governed Medical Colleges too. Dr Atul Kumar, Chief RPC was invited to discuss and clarify the proposal. Dr Atul Kumar agreed that these were indeed very narrow fields and instead of MCh, fellowship could be considered in these areas. Dr DS Rana and Dr MK Bhan also suggested that 2 year fellowship shall be more appropriate. Dr DS Rana said that Fellowship in Oculoplasty must also be developed. Dr S Venkatesh, DGHS also suggested to start fellowship course in Community Ophthalmology.

In view of the above discussion it was decided that the proposal is not approved and should be resubmitted after suitable modification for Fellowship courses and be brought again through appropriate committees.

Item no AC/117/19:- Proposal to start Fellowship in "Paediatric Cardiac Surgery" in the Department of CTVS at AIIMS, New Delhi

The proposal to start a Fellowship in "Paediatric Cardiac Surgery" in the Department of CTVS at AIIMS, New Delhi was discussed. The proposal includes essential qualification as MCh/DNB in Cardiothoracic and Vascular Surgery recognized by the Medical Council of India (MCI). The fellowship shall be of 2 years duration and number of seats shall be one Open and one Sponsored candidate per year by creating four Fellowships. Dr S Venkatesh, DGHS said that Pediatric Surgery is an underserved specialty and candidates with MCh Pediatric surgery should also be considered for eligibility. Dr DS Rana and Dr MK Bhan said that Pediatric Cardiac Surgical specialty is the requirement of the country and is definitely a tough area. They further said that there will be practical issues if MCh Pediatric Surgery is made an eligibility criteria as they are not exposed to cardiac surgeries during their training. Prof V K Bahl, Dean (Acad) informed that department of CTVS is already running fellowship course in aortic surgery. All the members were of unanimous opinion that career prospects of the candidates must be taken into consideration and must be included in guiding principles while deciding the fellowship courses. The proposal was unanimously approved.

Item no AC/117/20:- Inclusion of interested Faculty as CEU members in the existing list of CEU members at AIIMS New Delhi.

The proposal for inclusion of interested Faculty as CEU members in the existing list of CEU members at AIIMS New Delhi was discussed. It was informed that fresh minds shall be involved into CEU from the Faculty to enhance research, especially with the newly launched "Fellowship in Clinical Research Methodology and Evidence Based Medicine" which has commenced from the 2016-17. Following names of faculty have been proposed

| S.No | Name | Designation | Department |
|------|--------------------|---------------------|--------------|
| 1. | Dr.Sumit Malhotra | Associate Professor | CCM |
| 2. | Dr.Harshal R.Salve | Assistant Professor | CCM |
| 3. | Dr.Partha Haldar | Assistant Professor | CCM |
| 4. | Dr.Puneet Misra | Professor | CCM |
| 5. | Dr.Kapil Yadav | Assistant Professor | CCM |
| 6. | Dr.Pooja Gupta | Assistant Professor | Pharmacology |

| | | | |
|-----|--------------------------|---------------------|--------------------------|
| 7. | Dr. Yatan Pal Singh | Associate Professor | Psychiatry |
| 8. | Dr. Ashwani Kumar Mishra | Associate Professor | Psychiatry |
| 9. | Dr. Bhavuk Garg | Associate Professor | Orthopedics |
| 10. | Dr. Vikrant Manhas | Assistant Professor | Orthopedics |
| 11. | Dr. Archana Singh | Associate Professor | Biochemistry |
| 12. | Dr. Vimi Rewari | Professor | Anesthesiology |
| 13. | Dr. Rashmi Ramachandran | Professor | Anesthesiology |
| 14. | Dr. Thilaka Muthiah | Assistant Professor | Anesthesiology |
| 15. | Dr. Nishkarsh Gupta | Associate Professor | Anesth. & Pall, Medicine |
| 16. | Dr. Gyaninder Pal Singh | Associate Professor | NeuroAnesthesiology |
| 17. | Dr. Sudip Kumar Datta | Assistant Professor | Lab. Medicine |
| 18. | Dr. Shilpa Sharma | Assistant Professor | Ped. Surgery |
| 19. | Dr. Deepti Vibha | Assistant Professor | Neurology |
| 20. | Dr. Awadh Kishore Pandit | Assistant Professor | Neurology |
| 21. | Dr. Kapil Dev Soni | Associate Professor | Critical & Intensive |

The terms and conditions for faculty shall be as under

- Undertaking from HOD that Department work will not suffer
- Faculty must complete the task given by CEU
- Program and performance of faculty must be reviewed and report must be submitted to the Director.
- Names of the underperforming faculty must be removed from the list.

Dr MK Bhan and Dr DS Rana said that all the proposed faculty must go through training in a proper workshop related to the course task and must be certified. Those who are successfully certified can be included as faculty with above terms and conditions. The proposal was thus approved.

Item no AC/117/21:- Proposal for Skill training of UG & PG students at AIIMS, New Delhi.

It was submitted that AIIMS has established a Skills, E-Learning and Telemedicine facility (SET) for provision of skills training to students. The SET facility at AIIMS, New Delhi envisions

a transformative learning methodology where skill based learning integrated with e-Learning will become an integral part of the course curriculum of the UG and PG teaching. Students will learn a set of mandatory, desirable and preferable skills based on professional need. The modules will be designed by experienced teaching faculty who will supervise the delivery of these skill sets a part of the curriculum of undergraduate and postgraduate students. Many such skills can no longer be demonstrated directly on patients. Further, many skills such as basic life support should be essential for levels of trainees.

With functioning of AIIMS-SET facility, faculty members from different department have developed a set of Skill training modules. These modules would be useful for training of UG and PG students at AIIMS to improve patient care. These modules include Basic Life Skill, intravenous cannulation, urinary catheterization, glove wearing techniques, hand washing, central venous catheterization, arterial sampling, normal delivery, etc. The choice of skills has been made after extensive consultations among students, faculty, Academic Section and the curriculum committee. Skills and courses deemed essential will form a mandatory part of their curriculum and will be assessed as a part of the course requirement.

For a beginning, it is proposed to train the UG students during VIIth Semester in 2 sessions of 3 hours each. Similarly, it is proposed to train PG (MD/MS/DM/MCh) students in 3 sessions of 3 hours each in different skills.

Dr MK Bhan said that AIIMS should have its own policy in the area of education and research. The adjunct faculty can also contribute significantly in skill training. Dr R Guleria informed that proposal of adjunct faculty have been approved by standing academic committee and also discussed in the Standing Finance Committee and shall be implemented after approval of Governing Body. The proposal was discussed and approved.

Item no AC/117/22:- Proposal to start Fellowship Program in "Emergency Forensic Medicine" in the Division of Forensic Pathology and Molecular DNA Laboratory, JPNATC at AIIMS, New Delhi.

The proposal to start Fellowship Program in "Emergency Forensic Medicine" in the Division of Forensic Pathology and Molecular DNA Laboratory, JPNATC at AIIMS, New Delhi was discussed. It was informed that Duration of proposed fellowship shall be of one year and number of seats shall be two per session and one Sponsored candidate per year by creating 4 seats per year with financial implication and sponsored seat without financial implication.

Dr M K Bhan appreciated the concept and said that this is very much required. Dr R Guleria, Director said that the fellow will be posted in Emergency Department to improve the medico-legal work. Dr DK Sharma, Medical Supdt also narrated the problems faced by AIIMS New Delhi in regard to medico-legal work and court room appearance by residents. The proposal was unanimously approved.

Item no AC/117/23:- Proposal of changing the name of the department from Pulmonary Medicine & Sleep Disorders to Pulmonary, Critical Care and Sleep Medicine".

It was submitted that Department of Pulmonary Medicine & Sleep Disorders was established in the year 2011 and named as Pulmonary Medicine & Sleep Disorders. Since its inception, Pulmonary Medicine & Sleep Disorders as a department is committed and contributing towards all three mandates of AIIMS i.e. teaching, research and state-of-the-art patient care in the field of Pulmonary, Critical Care and Sleep Medicine. Critical Care is the integral part of all these.

The Department of Pulmonary Medicine & Sleep Disorders has an 8-bedded intensive care unit (ICU) which is equipped with all sorts of advanced respiratory support systems including

extra-corporeal Membrane Oxygenation (ECMO), Neutrally Adjusted Ventilator Assist (NAVA), High Frequency Oscillatory Ventilation (HFOV), Non-invasive Ventilators (NIV) and other advanced ventilators. They are providing state-of-the-art critical care to approximately 300 patients per year in this ICU. Outcome of patients in their ICU is comparable to the best in this field. Even in their ward almost 50–60% of patients are receiving critical care. They are routinely providing their critical care expertise to all the other departments on routine as well as emergency based consultations.

The Department of Pulmonary Medicine & Sleep Disorders is committed to teaching and Critical Care holds the centre stage of their academic teaching rounds. Their expertise in teaching Critical Care has an excellent reputation and is appreciated by their colleagues in various departments of AIIMS as well as other hospitals. Because of this their ICU is considered ideal place for learning intricacies of Critical Care. Fellows who are pursuing DM course in Critical Care from the departments of Anesthesia and Onco-Anesthesia are rotated to their ICU for the learning and exposure to advanced Critical Care. Research is one of the main objectives of AIIMS. There are many research projects, completed or ongoing, in the field of critical care in their department. Few of topics which remains center of active research include ventilator associated pneumonia, VAP, weaning, infection in ICU, Sleep in ICU, Neuromuscular weakness, ultra-sonography, role of biofilm etc. Considering the curriculum of DM course the degree awarded by the institute is DM in Pulmonary Medicine & Sleep Disorders.

There are other institutes such as PGIMER, Chandigarh, VMMC and Safdurjung Hospital, New Delhi, Pt. BD Sharma Universities of Health Sciences, Rohtak etc. where the name of the department is "Pulmonary, Critical Care and Sleep Medicine". In this regard, the proposal is to change of the name of the department from Pulmonary Medicine & Sleep Disorders to Pulmonary, Critical Care and Sleep Medicine".

The proposal was discussed and unanimously approved.

Item no AC/117/24:- Proposal for revision of scientist cadre at AIIMS New Delhi

Dr Chitra Sarkar, Dean (Research) made presentation on the proposal of revision of care of Scientist at AIIMS New Delhi. The detailed proposal was as under:

Background

- Research forms part of the trinity of mission of AIIMS along with service and education
- Posts of Scientists – created in various departments and recruited through due selection procedure
- Functions – Research, clinical and laboratory services, teaching/ guiding MD/ PhD students
- Four levels scientist I-IV - governed by in-situ promotion scheme of the MHFW
- Currently 60 scientists in position -- 38 Scientists-I, and 22 Scientists-II
- Increasing demand in view of expansion of research activities being undertaken at AIIMS – CCRF, CRU COEs etc
- In the in situ promotion scheme, personal promotion of the candidate from the existing scientist level to the next higher scientist level is allowed without any change in the post or in the designation thereof
- Also, Scientists have been clubbed with technical and non-technical positions in this scheme

Current Status of Scientist at AIIMS Delhi

| Cadre | Grade pay | Essential qualifications | Currently in-position in AIIMS |
|---------------|-----------|---------------------------------|--|
| Scientist-I | 5400 | MSc / MBBS (direct recruitment) | 22 |
| Scientist-II | 6600 | PhD/ MD (direct recruitment) | 38 |
| Scientist-III | 7600 | By promotion | Nil (because designations not changed) |
| Scientist-IV | 8700 | By promotion | Nil (because designations not changed) |

- Scientists in AIIMS are at gross disadvantage in comparison to the scientists working in ICMR and science departments of the government (DBT, DST, CSIR) although their educational and functional profile is very similar

Existing Scientist cadre in AIIMS vs. Other Science departments

| Grade pay | AIIMS (Existing) | ICMR | DBT | DST | CSIR |
|-----------|------------------|-------------|-------------|-------------|-------------|
| 5400 | Scientist I | Scientist B | -- | -- | -- |
| 6600 | Scientist II | Scientist C | Scientist C | Scientist C | Scientist C |
| 7600 | Scientist III | Scientist D | Scientist D | Scientist D | Scientist D |
| 8700 | Scientist IV | Scientist E | Scientist E | Scientist E | Scientist E |
| 8900 | -- | Scientist F | Scientist F | Scientist F | Scientist F |
| 10000 | -- | Scientist G | Scientist G | Scientist G | Scientist G |
| 12000 | -- | Scientist H | Scientist H | Scientist H | Scientist H |

Steps taken for revision of Scientist cadre

- Manju Sharma Committee (2000)
- Valiathan Committee (2007)
- Bhan Committee (2010)
- Research Advisory Council (2014)
- VK Paul committee (2018)

All above committees recommended the following:

- Affirmed the need for creating a distinct scientist cadre of the M.D./Ph.D. scientists along the lines of ICMR, DST, DBT

- Essential qualifications should be MD or equivalent or Ph.D
- Direct recruitment should be preferably made at Scientist-II / equivalent Scientist-C level
- Flexible complementing scheme (FCS) for promotion

Proposal for revision of scientist cadre at AIIMS – Proposed RRs and Promotion

| Designation (grade pay) | Scientist 'C' (6600) | Scientist 'D' (7600) | Scientist 'E' (8700) | Scientist 'F' (8900) | Scientist 'G' (10000) | Scientist 'H' (12000) |
|--|--|--|--|-------------------------|--------------------------|--------------------------|
| Essential Qualifications | (i) PhD in the relevant subject or research area OR (ii) MD/MS/DM/MCh/MDS or Equivalent in the relevant subject | | | | | |
| Desirable Qualifications, if any | To be prescribed by the Department concerned | To be prescribed by the Department concerned for direct recruitment | These positions are to be filled by promotion only | | | |
| Age limit for direct recruitment | 40 years (relaxable 5 years as per rules and for AIIMS employees) | 45 years (relaxable) 5 years as per rules and for AIIMS employees) | | | | |
| Experience for direct recruitment | Nil | 4 years of research experience after obtaining the essential qualification | | | | |
| Method of Recruitment | Direct Recruitment | By promotion and Direct recruitment | By promotion | By promotion | By promotion | By promotion |
| Minimum residency period linked to performance for promotion to the next grade | 4 years | 4 years | 5 years | 5 years | 5 years | -- |

- Six levels - entry level post Scientist C and Scientist D and rest by promotion
- Essential qualification Ph. D / MD or equivalent
- Promotions be based on the guidelines of the FCS followed in the ICMR and other research organizations, which includes both internal and external assessments
- Promotions will be stringently merit based and done after completing the prescribed minimum residency period

Age of Retirement

The age of retirement for Scientist cadre should be 62 years as approved by Governing Body in its 142nd meeting held on 23rd January 2009 and similar to that of ICMR

Allowances

It is proposed to continue the existing allowances, which have already been approved for the scientists at AIIMS (LRA, academic allowance, conferences, intramural projects).

However, they may be revised appropriately in future as per by AIIMS/ICMR guidelines

Approval was sought for revision of Scientist Cadre at AIIMS, New Delhi in terms of

- Nomenclature - Six levels from Scientist-C to Scientist-H
- Recommended eligibility criteria
- Recruitment rules
- Promotion system
- Age of retirement
- Permissible allowances

Dr MK Bhan said that the selection process for Scientist cadre at AIIMS New Delhi should be stringent. An external committee should evaluate the selection of Scientists so that only the best people are selected. The Scientist selected must have good quality publications with keen and focused vision for research. They must be leaders in the area of medical research and should devote more time in research. He further said that selection standards for scientist must be like IISc and the selected candidate must be inspirational for other institutes. The promotion of Scientist should also be through external committee. The selection process and promotion criteria must be of higher standard and must be implemented very stringently. Entry to the level of Scientist V and VI must be the toughest and there should not be automatic promotion to these levels. This cadre of Scientist V and VI should be exclusive to those with outstanding and extraordinary contribution. He also suggested that these cadres of Scientist V and VI should be open for direct selection. The candidates with qualification of Programs like MD PhD/ MBBS PhD, M V Sc and areas like Zoonosis, Biomedical Engineering, and Biophysics etc should be included in the eligibility for scientist cadre. It was decided that the proposal shall be sent to Professor MK Bhan for his suggestions that will be minuted in the proceedings of the committee.

The proposal was discussed with Prof MK Bhan and details of approved Scientist Cadre is Annexure -A.

Item no AC/117/25:- To consider the proposal for creation of two posts of Assistant Professor of Dermatology & Venerology at AIIMS, New Delhi

WITHDRAWN

Item no AC/117/26:- Subject: - To consider the proposal for revision of recruitment rules for the post of Assistant Professor of Biotechnology at AIIMS, New Delhi

WITHDRAWN

Item no AC/117/27:- Subject: - To consider the proposal for amendments in recruitment rules for the post of Assistant Professor of Clinical Psychology at AIIMS, New Delhi

WITHDRAWN

Item no AC/117/28: To consider the proposal for amendments in recruitment rules for the post of Assistant Professor of Emergency Medicine at AllMS New Delhi.

It was submitted that prior to the creation of Department of Emergency Medicine, the posts of Assistant Professor used to be advertised as follows:

- Assistant Professor of Emergency Medicine (Medicine) with M.D. in Medicine as essential qualification.
- Assistant Professor of Emergency Medicine (Surgery) with M.S. in Surgery as essential qualification.
- Assistant Professor of Emergency Medicine (Orthopaedics) with M.S. in Orthopaedics as essential qualification.

It was informed that after the creation of the Department in 2011, the Department of Emergency Medicine has been catering to patients belonging to all specialties as many patients require resuscitation and ventilator support. He has further added that nearly 20% patients are below the age of 12 years and 15% of the patients are in the elderly group.

The following recruitment rules have been proposed:

- A medical qualification included in Schedule I & II or Part II of third Schedule of the Indian Medical Council Act of 1956 (candidates possessing the qualification included in Part II of the third Schedule should also fulfil the conditions specified in Section 13(3) of the Act)
- A postgraduate qualification i.e. M.D. in Emergency Medicine or M.D. in Medicine or M.D. in Paediatrics or M.D. in Anaesthesia or M.D. in Geriatrics or M.D. in Pulmonary Medicine or M.S. in General Surgery or M.S. in Orthopaedics or a recognized qualification equivalent thereto.

Three years teaching and/or research experience in a recognized institution in the subject of specialty after obtaining the qualifying degree of M.D. /M.S in aforesaid specialties or a qualification recognized equivalent thereto. However, candidates having experience of working in casualty/emergency departments will be preferred.

The HOD of Emergency Medicine has further submitted that the Medical Council of India recognizes post-graduation in Emergency Medicine, Medicine, Surgery, Orthopaedics, Anaesthesiology and Pulmonary Medicine as basic qualification for the faculty post in Emergency Medicine.

All the members were of the unanimous opinion that such amendment as proposed may have wider implications particularly in view that candidate with various disciplines will be eligible and then seek posting in their primary areas of qualification. Hence, this proposal should be reviewed in the Dean's Committee and was not approved.

Item no AC/117/29: To consider the proposal for creation of 04 posts of Assistant Professor for the Department of Pulmonary, Critical Care and Sleep Medicine at AllMS New Delhi.

It was submitted that submitted that the Department of Pulmonary Medicine & Sleep Disorders is a newly created Department and the mandate for the Department is to provide tertiary level care in Pulmonary Medicine & Sleep Disorders and to run D.M. Course in Pulmonary & Critical Care Medicine as well. At present, the Department has 15 DM fellows, 09 bedded Ward, 08 bedded ICU and a 06 bedded day care service for various diagnostic and therapeutic indications is also being provided. Further, in addition to the routine OPD, four specialty clinics (Lung cancer, ILD, Sleep, PMSD-Surgery) are also being run by the

Department. In last few years there is exponential increase in the workload in support of this proposal for creation of faculty positions.

At present, out of total 05 sanctioned posts, 04 faculty members are in-position in the Department. However, in order to cope with the increased work-load, 02 appointments have recently been made by temporarily transferring vacant posts from some other Department. Hence department has submitted the proposal for creation of 4 posts of Assistant Professor. It was informed that the same was discussed in an internal committee meeting held on 15. 11. 2018 under chairmanship of Dean (Acad) was approved.

Dr Randeep Guleria said that there has been significant increase in patient load particularly in view of pollution and other environment related issues. Dr Mahesh B Patel, Chairman, also expressed agreement with the views. Dr MK Bhan said that trained pulmonologist is the requirement of the country. Critical care component is the value addition for the department and academic course.

The proposal was discussed and unanimously approved.

Item no AC/117/30:- To consider the proposal for framing of recruitment rules for the post of Asstt. Professor at NIC (Jhajjar), AIIMS.

WITHDRAWN

Item no AC/117/31:- To consider the proposal for conversion of nomenclatures of the faculty posts created for the department of surgical oncology at the AIIMS New Delhi.

It was submitted that the following posts have been created for the Department of Surgical Oncology:

- Assistant Professor of Surgical Oncology - 01
(Plastic and Reconstructive Surgery)
- Assistant Professor of Surgical Oncology - 01
(Laryngo-pharyngeal Cancer Surgery)

Keeping in view of the current situation and future needs of the Department, it has been proposed that these two posts with the nomenclature as "Assistant Professor of Surgical Oncology" with recruitment rules for super-specialty posts (framed for the post of Assistant Professor of Surgical Oncology) as essential qualification. Change in nomenclature of any faculty post requires the approval of the Academic Committee/Governing Body. It was informed that the same was discussed in an internal committee meeting held on 15. 11. 2018 under chairmanship of Dean (Acad) was approved.

The proposal was discussed and unanimously approved.

Item no AC/117/32:- To consider the proposal for creation of additional posts for the centre for Dental Education and Research Centre at AIIMS New Delhi.

It was submitted that Centre for Dental Education and Research Centre has submitted a proposal for creation of 2 additional posts of Assistant Professor of Orthodontics. The centre offers Post Graduate degree course (Master of Dental Surgery) and provides the State of Art

Dental treatment to the patients all over the country. The Centre is well equipped with the latest machinery and diagnostic equipments. Now, due to ever increasing patient workload and increased number of Post graduate seats and disciplines, They need certain bare minimum posts for running essential services for patient care activities and additional Post Graduate Training Programme in various disciplines of Dentistry.

It was informed that Chief CDER had sent a proposal for creation of 6 faculty posts (2 for Assistant Professor of Public Health Dentistry, 1 for Assistant Professor of Conservative Dentistry and Endodontics, 1 for Assistant Professor of Oral and Maxillofacial surgery and 2 for Assistant Professor of Orthodontics), but now has requested to create two posts of Assistant Professor of Orthodontics only and rest may be considered later. It was decided that director should call the meeting of all the faculty members of CDER and decide on the number of posts to be sanctioned with proper rationale.

The proposal was discussed with Chief CDER and other faculty members in the meeting held on 17/12/2018 under Chairmanship of Prof R Guleria, Director AIIMS New Delhi and it was decided that that all 6 faculty posts (2 for Assistant Professor of Public Health Dentistry, 1 for Assistant Professor of Conservative Dentistry and Endodontics, 1 for Assistant Professor of Oral and Maxillofacial surgery and 2 for Assistant Professor of Orthodontics) as submitted in original proposals shall be approved. and be incorporated in the minutes of meeting of Academic Committee dated 20/11/2018. (Approval is Annexure -B.)

Item no AC/117/33:- To consider the proposal for revision of recruitment rules in respect of the posts of Assistant Professor of Haematology at AIIMS, New Delhi.

WITHDRAWN

Table Agenda AC/117/01- Procedure for creation of posts of faculty, change in recruitment rules of faculty posts and creation of departments:

It was submitted that in the 116th Academic Committee Meeting held on 6th March, 2018, it was decided that an internal committee shall be constituted by Director, AIIMS New Delhi to examine such proposals and after complete evaluation and justification, such proposals for creation of posts or changes in recruitment rules should be brought to Academic Committee.

The internal committee was constituted for the above purpose under the Chairmanship of Dean (Academics) met on 15th November, 2018 and discussed that AIIMS has system where proposals for creation of posts of Residents, creation of Departments/Specialties are examined by Dean's Committee followed by Staff Council Committee before these are taken up by in the Academic Committee.

The committee was of the view that all proposals related to creation of Faculty Posts, Change of Recruitment Rules which are presently sent directly to the Academic Committee be routed through Dean's Committee and Staff Council Committee before these are taken to Academic Committee.

It was proposed that applications for creation of posts of faculty, change in recruitment rules of faculty posts and creation of departments should be evaluated by the Dean's Committee

followed by Staff Council Committee before these are taken up by in the Academic Committee.

The proposal was discussed and unanimously approved.

Table Agenda AC/117/02- Extension of Registration of PhD Students beyond 6 years

There is a delay in the submission of Ph.D. thesis by the following Ph.D students given in the table below. The timeline for submission of their thesis is also given in the table.

| Sl. No. | Name of Ph.D student | Department | Date of Joining | Completion of (5 years) Maximum registration | Extension has been granted upto | Status of thesis submission | Total Extension beyond 5 years |
|---------|-----------------------------------|-------------------------|-----------------|--|---------------------------------|-----------------------------|--------------------------------|
| 1 | Mr. Kamal Kishore | Hematology | 17.02.2011 | 16.02.2016 | 16.08.2016 | Not submitted as yet | |
| 2 | Dr. Daya Nand Sharma (In-service) | Radiotherapy | 14.02.2011 | 13.02.2016 | | Not submitted as yet | |
| 3 | Dr. Aditi-Sinha | Paediatrics | 27.08.2011 | 26.08.2016 | 31.03.2017 | Not submitted as yet | |
| 4 | Ms. Tripti Grover | Anatomy | 01.08.2011 | 31.07.2016 | 31.07.2018 | 23.08.2018 | 02 years 23 days |
| 5 | Ms. Richa Jaiswal | Surgery | 19.08.2011 | 18.08.2016 | 23.11.2017 | Not submitted as yet | |
| 6 | Mr. Kaustav Chaudhary | TII | 23.08.2011 | 22.08.2016 | | 27.02.2018 | 01 year 06 months 05 days |
| 7 | Ms. Shivali Jasrotia | Medical Oncology (IRCH) | 25.08.2011 | 24.02.2016 | 24.08.2018 | 24.08.2018 | 02 years 23 days |
| 8 | Ms. Charanjeet Kaur | Anatomy | 14.02.2012 | 13.02.2017 | 13.08.2018 | 29.09.2018 | 01 year 07 months 16 days |
| 9 | Mr. Dinesh Kumar | Lab. Medicine | 13.02.2012 | 12.02.2017 | 11.05.2018 | 10.05.2018 | 01 year 03 months |
| 10 | Mr. Ranjan Gupta | Anatomy | 13.02.2012 | 12.02.2017 | 31.05.2018 | 16.07.2018 | 01 year 05 months 04 days |
| 11 | Mr. Prem Shankar | Lab. Medicine | 13.02.2012 | 12.02.2017 | 30.04.2018 | 13.06.2018 | 01 year 04 days 01 day |
| 12 | Mr. Ansul Sharma | Anatomy | 13.02.2012 | 12.02.2017 | 12.08.2018 | 23.10.2018 | 01 year 02 months 11 |

| | | | | | | | days |
|-----|---------------------------------|-------------------------------------|------------|---------------------|------------|----------------------|---------------------------|
| 13 | Ms. Shefali Jain | Microbiology | 13.02.2012 | 12.02.2017 | 12.08.2017 | Not submitted as yet | |
| 14 | Ms. Shama Praveen | Paediatrics (Genetics/Basic) | 25.02.2012 | 24.02.2017 | 24.02.2018 | 10.05.2018 | 01 year 02 months 16 days |
| 15 | Ms. Divya Namdeo | Microbiology | 13.02.2012 | 12.02.2017 | 12.08.2018 | 11.08.2018 | 01 year 06 months |
| 16 | Mr. Tej Bahadur | Microbiology | 13.02.2012 | 12.02.2017 | 12.05.2018 | 12.05.2018 | 01 year 03 months |
| 17 | Ms. Venencia Albert | Lab. Medicine | 21.02.2012 | 20.02.2017 | 20.08.2017 | 27.02.2018 | 01 year 07 days |
| 18 | Ms. Rinkee Kumari | TII | 13.02.2012 | 12.02.2017 | 12.02.2018 | 23.02.2018 | 01 year 11 days |
| 19 | Dr. Suman Chaurasia (Sponsored) | Paediatrics (Clinical/Epidemiology) | 27.07.2012 | 26.07.2017 | 26.08.2018 | Not submitted as yet | |
| 20 | Ms. Urja Jaiswai | Physiology | 31.07.2012 | 30.07.2017 | 30.07.2018 | Not submitted as yet | |
| 21 | Mr. M. Mani Sankar | Lab. Medicine | 28.07.2006 | 27.07.2011 | | 02.06.2018 | 6 years 10 months 06 days |
| 22. | Dr Deepak Gupta | Neuro Surgery | 23/9/2011 | 22/9/2016 (5 Years) | | | 7 Years on 22/9/2018 |

As per rules, the minimum registration for Ph.D. is three academic years and maximum registration is five years at this Institute. The Academic Committee in its meeting on 21/02/2003 and Governing Body on 17/04/2003 decided that such cases for extension of Ph.D registration upto one year beyond the five years may be decided at the level of the Dean on merit of each case. The cases which require further extension beyond six years may also be decided at the level of the Dean but the same may be placed before the Academic Committee for information.

Recently a decision has been taken by the Academic Committee in its meeting held on 13.05.2017 that: "The Academic Committee discussed the extension for submission of Ph.D thesis beyond 6 years and decided that the concerned Chief Guide and the candidate may be called before the Academic Committee for explaining the reasons for extension for submission of Ph.D thesis beyond 6 years and the extension will be given on a case-to-case basis only."

The proposal was discussed and it was decided that:

- These candidates who have completed 6 years of Registration but less than 7 years and have not submitted their thesis must submit thesis before the end of the 7th year. Those

- candidates who have submitted thesis should be allowed to appear in Final Examination after due process.
- b. Those candidates who have completed 7th year of Registration but have not submitted thesis must submit thesis within 3 months w.e.f. 20 Nov 2018 i.e. not beyond 20th February 2019. Failure to submit thesis by 20 Feb 2019 shall lead to cancellation of Registration.
 - c. Other candidates who have submitted the thesis after more than 7 years should be allowed to appear in Final Examination after due Process.

Table Agenda AC/117/03:- Modifications in the existing guidelines for Postgraduate (MD/MS/MDS) and Superspecialty (DM/MCh) Professional Examinations

It was submitted that the Guidelines for Professional Examinations are available in the Institute Handbook Volume 1, April 1979. However these guidelines are several years old and over the years changes have been made which are currently followed as past practices and precedence. The modifications are long overdue and are being placed for kind consideration of the Academic Committee. Several queries are received by the Examination Section whether more than three candidates can be examined within a day. Chairpersons have informed that it is possible to evaluate several candidates within a day adequately. The External Examiners are often not willing to stay for more than one day since other universities / institutions may also conduct their examinations simultaneously.

As per Guidelines the clinical, practical and oral examination shall be conducted by a board of examiner's for an adequate length of time. The number of candidates examined on any single day shall not exceed three. The external examiners shall be appointed from amongst the Professors or Associate Professors of the respective subjects working in any other Indian University/Institutions, provided they have 8 years of teaching and examination experience. They shall be appointed by the Dean out of the panel of such examiners approved by academic committee on the recommendation of staff council.

The Clinical examination shall be in the form of an exhaustive discussion on the clinical findings of problem cases. Such clinical examination shall last for at least two days.

As per MCI Guidelines the maximum number of candidates to be examined in clinical/practical and oral on any day shall not exceed eight for MD/MS degree, eight for Diploma and 3 for DM/MCh examinations.

Modification sought for Postgraduate Courses:

A maximum of six candidates may be evaluated in a single day. However, the duration of examination can be more than one day even for a lesser number of candidates if the concerned Department feels such duration is necessary for adequate evaluation of the candidates.

Modification sought for Superspecialty (DM/MCh) courses:

A maximum of four candidates may be evaluated in a single day but if the number of candidates exceeds two, the examination shall be for a period of at least two days. The duration of examination can be more than one day even for one or two candidates if the concerned Department feels this duration is necessary for adequate evaluation of the candidates.

Modification sought regarding appointment of Examiners:

The External Examiner shall be appointed by the Dean (Exams) out of the panel of such examiners provided by the Heads of Department and duly approved by the Director.

The proposal was discussed and approved with modification that Panel of external examiners with their CV must be approved by the departmental faculty and should be submitted to Dean (Exams). The External Examiner shall be appointed by the Dean (Exams) out of the panel of such examiners with approval of Director.

Table Agenda AC/117/04 :- Deliberation on whether Modifications in the existing Age Limit for MBBS Entrance Examinations is necessary.

It was submitted that currently, the age limit for MBBS Entrance Examinations at AIIMS is as follows: *Should have attained or will attain the age of 17 years as on the 31st of December of the year of admission*. There is no upper age limit thus allowing pursuance of MBBS by otherwise eligible candidates at all ages. This is in keeping with the philosophy that no person is too old to learn.

It was informed that the upper age limit for NEET is 25 years as on the date of examination with a relaxation of 5 years for candidates belonging to OBC/SC/ST category. (As per letter no. U.12023/16/2010- ME-II dated 17.01.2017 received from MOH&FW) MCI Notification dated 22/1/2018 also mentions minimum age 17 years as on 31st Dec of the year of admission to the MBBS and maximum 25 years as on date of examination with relaxation of 5 years to SC/ST/OBC/BD Candidate as per RPWBD Act 2016.

The proposal was discussed and it was unanimously decided that status quo should be maintained.

Table Agenda AC/117/05:- PROPOSAL FOR CREATION OF CLINICAL RESEARCH UNIT, AIIMS, NEW DELHI

It was submitted that with a faculty strength of over 700 and post graduate strength of over 1800 and core mandate of research, AIIMS leads the country in terms of medical clinical research in both Clinical Trials (Academic) + Non trials Clinical Research. Approx 100 clinical trials (single investigator led) are initiated at AIIMS every year and an equal number of non trial clinical research projects.

The Goals of CRU

- Clinical research units will be a core facility with centralized shared resource.
- It will work as a specialized biomedical research unit that can help in the development, application, and implementation of investigator initiated research in compliance with the best practices.
- The CRU envisages but is not restricted to the following thrust areas : investigator initiated clinical trials, observational , cross-sectional, cohort and case control studies.

Working Objectives

- Phase I: To provide technical support to AIIMS faculty and scientists to plan biomedical research and submit grant applications for funding
- Phase II: To provide support to AIIMS faculty and scientists for conducting research (assisting set-up, conduct of study; analysis of data; report writing; publications)

Organogram, Staffing and Working Mode

- The CRU will be under The Director AIIMS and will be managed by the Dean (Research).

- There will be a Faculty-in-charge (part time).
- In addition a panel of Faculty from different specialties will be constituted who will work on a part time basis (e.g. 10 faculty members who agree to devote at least 3 hrs/ week to the Unit).
- The full time staff in CRU will be as per the table below:

| S.no | Designation | Total no | Monthly | Salary per month | Total salary per annum |
|------|---|----------|---------|------------------|------------------------|
| 1. | Scientist II (Grade pay 6600): Existing cadre | 10 | 96391 | 963910 | 11566920 |
| 2. | Data entry operator (outsourced) | 3 | 25155 | 75465 | 905580 |
| 3. | Computer Programmer (outsourced) | 2 | 32339 | 64678 | 776136 |
| 4. | Admin. Officer (Grade Pay 5400) | 1 | 82461 | 82461 | 989532 |
| 5. | Accounts Officer (Grade Pay 5400) | 1 | 82461 | 82461 | 989532 |

Infrastructure

| | |
|----------------------------------|--|
| Space Needs | Earmarked space for staff and computers |
| Resource Allocation for start up | Budget allocation for equipment |
| IT Hardware /Desks/Storage space | <ol style="list-style-type: none"> 1. Web server 2. MySQL server 3. SMTP mail server (will coordinate with the Computer Facility) |
| Software | We shall try to join the existing RedCap system, an international collaboration that provides electronic database system to governmental organisations. The hardware requirement of the system will be met by the CRU (see above) |
| Clinical Data Management system | Visual Basic |
| Statistical Software | Stata and SAS |
| Pharmacovigilance | |

Sustenance

No major sustenance amount is required and it will be done with the help of overhead charges taken on each project as well as institutional support. For each project implemented by CRU there will be provision for one adhoc research staff which will work under the supervision of CRU project manager for the duration of the project and will be responsible for project related works.

Approval was sought for creation of a Clinical Research Unit facility with structure and posts as defined above.

Dr MK Bhan and Dr D S Rana said that it is agreeable in principle but language of the proposal needs to be modified to bring more clarity in concept. He further said that faculty should be more contributory. It was decided that proposal shall be discussed with Dr M K Bhan and the modification made shall be included in the minutes.

The proposal was discussed with Prof MK Bhan and details of approved Clinical Research Unit is Annexure -C.

Suggestion of Academic Committee:- Dr S Venkatesh, DGHS raised the issue of plagiarism in scientific publications. It was informed that the training of research methodology has been made mandatory at AIIMS New Delhi. There has been a committee to look into the issue of scientific misconduct regarding publications and category of offences has been defined as done by PGIMER Chandigarh and COPE/WAME guidelines are followed. AIIMS library/ Research section is maintaining a software "iThenticate" for this purpose. It was decided that it will be made mandatory for all residents/faculty to submit the certificate of checking of contents using software "iThenticate".

The meeting ended with vote of thanks to the chair.



शरीरप्राप्तं खलु धर्मसाधनम्

Proposal

for

Creation of

Clinical Research Unit

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

NEW DELHI

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1. Rationale

Clinical research forms the cornerstone of evidence-based medicine and advances in clinical practice. A common goal of clinical research is to generate knowledge that can improve standard of care and outcomes for various diseases. There is an urgency in translating scientific advances into practical therapies to improve the lives of patients.

An important component of clinical research is clinical trials, whether academia led or industry sponsored. These clinical trials help bring new medicines/interventions to the market and optimize the use of existing ones. To address the specific challenges that patients face in India, there is a need for more such trials to be designed and led by Indian Investigators. Some clinical trials may require multi-centre participation and collaboration. Non-trial clinical research is the other equally important component which helps to understand and answer critical treatment related questions, identify further research questions, support development of new biomarkers, etc.

The Honourable Vice President Sh. Venkaiah Naidu in his convocation address on 7th December 2018 on the occasion of 46th Convocation Day of AIIMS, stressed upon the need for the institute faculty to take clinical research to a higher level and to set up newer mechanisms to foster collaborative research answering translational research issues. The Honourable Vice President urged the AIIMS administration and faculty to launch new initiatives which facilitate clinical research. With a faculty strength of over 700 and post-graduate strength of over 1800 and core mandate of research, AIIMS leads the institutions in the country in clinical research. In last one year itself, 700 new clinical research projects were submitted to the Institute Ethics Committee of AIIMS. Of these, 15 percent were academic clinical trials and another 10 percent were industry sponsored clinical trials. These are in addition to clinical research dissertations of MD/MS, DM/MCh/ PhD, short term/ long term fellowship programmes and already ongoing research from the previous years.

Although there are exceptions, it is generally felt that because of the diverse commitments, faculty members (especially those from clinical departments) often find it difficult to devote enough time and efforts to research. This is more so for studies that require complex methodology, interdisciplinary participation, sustained work and programmed approach to address problems.

Researchers at AIIMS come with varied scientific backgrounds and levels of exposure. Some may need guidance to develop their idea in to a research protocol or to arrange funding or with conduct, analysis and publication of the study. Also, there is need to conduct larger

studies and trials to make a meaningful impact on care of patients. A lot of data are generated in various clinical studies and excellent data management and statistical analytical skills are required for optimal utilization of the data.

The CRU would serve the purpose of improving the quality and quantum of research output at AIIMS through: i) Providing high quality technical expertise in designing clinical research, and Research mentoring of investigators ii) Providing support for the conduct of studies conforming to top notch international standards.

2. The Goal

Clinical Research Unit at AIIMS will be a core facility with centralized shared resources. It will work as a specialized biomedical research unit that can help to design and centrally coordinate clinical research. A centralized common facility like CRU will be established with the purpose of providing assistance in the development, application, and implementation of investigator initiated research in compliance with the best practices. The goal of the CRU is to provide resources and services to advance clinical research and inform the best practices for clinical research. The CRU envisages but is not restricted to the following types of studies: investigator initiated clinical trials, cross-sectional, cohort, and case control studies and studies evaluating diagnostic tests. The ultimate goal would be to facilitate practice-changing research at AIIMS, addressing key Indian priorities in disease diagnosis, prevention and treatment.

3. Working Objectives

A shared resource with a team based model, scientists and faculty with various research skills and knowledge forming a first-class research team which will support research investigators (AIIMS faculty and scientist) to design, conduct, analyse and publish high quality clinical research.

Phase I: To provide technical expertise to AIIMS faculty and scientists to plan clinical research proposals and submit grant applications for funding

Phase II: To provide support to AIIMS faculty and scientists for conducting research (assisting set-up, conduct of study; data management and analysis; report writing; publications)

4. CRU activities/ support for different stages of clinical research

A fully operational CRU would have the necessary expertise in design and conduct of various types of studies (Figure 1) and various activities (Table 1).

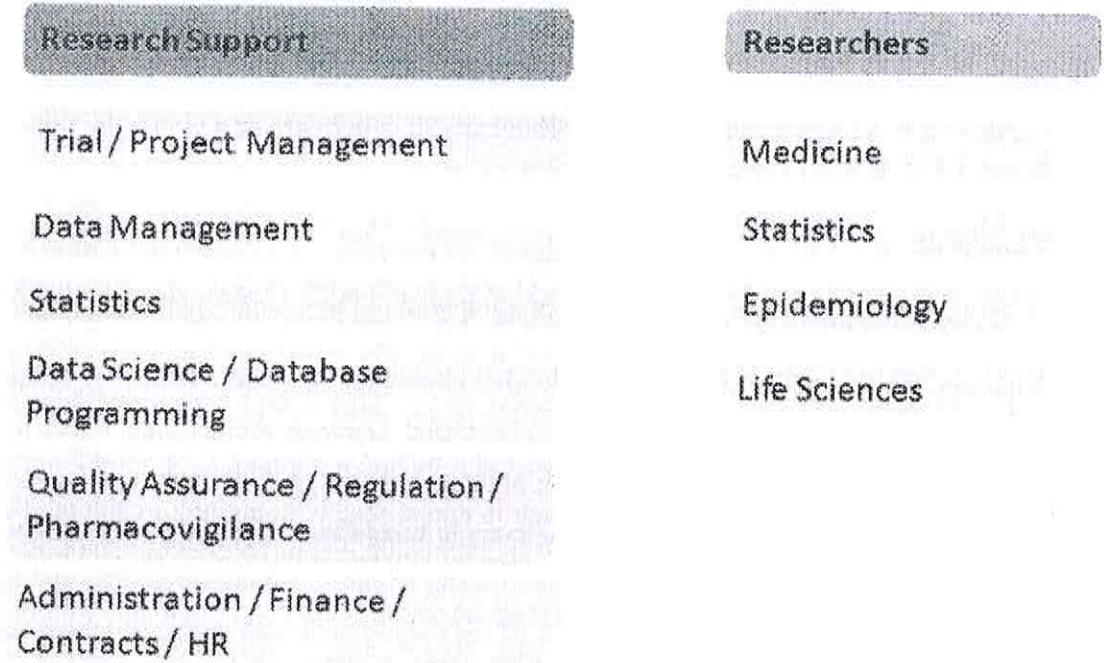


Figure 1: Core expertise of Clinical Research Unit (CRU)

Table 1: Scope of activities of CRU

| Planning | Set-up | Conduct | Analysis | Report | Publication |
|---|---|---|---|--|--|
| <ul style="list-style-type: none"> • Grant preparation • Study hypothesis • Study Design • Sample Size • Study Protocol • Feasibility • Outcomes • Outcome development • Costing | <ul style="list-style-type: none"> • Consent Form • Protocol development • Case report Forms • Database design • Randomisation • Ethical approval • Administrative registration • Logistics | <ul style="list-style-type: none"> • Trial/ Study management • Coordination • Randomization • Adverse event management • Monitoring • Trial meetings • Quality assurance | <ul style="list-style-type: none"> • Statistical analysis plan • Data validation • Program ming and analysis | <ul style="list-style-type: none"> • Study Reports • Data interpretation • Trial / Study Steering Committee reports | <ul style="list-style-type: none"> • Advice and consulting • Drafting aspects of the publication |

For the sake of smooth initiation, operationalization of the CRU is proposed in a phased manner. In phase I, the CRU will accept research ideas and proposals from the faculty/scientists using a pre-specified template. The CRU members shall screen and select the suitable proposals (based on well-defined criteria) for further development. We plan to mentor around 5-6 investigators in the first 6 months.

The proposals thus selected will be facilitated in the following aspects:

4.1. Planning research - mentorship and support

4.1.1. Translating research idea into a feasible study hypothesis

Some academicians/clinicians have research ideas but are not able to translate it in to a viable research question. The CRU team shall assist them in developing research protocols thereby fostering growth of clinical research within the institute. The support provided will aim for developing a full scale viable and competitive clinical research proposal ready to be submitted for funding. Researchers will be mentored and supervised to develop good research question and workable hypothesis with all essential ingredients to measure relevant outcomes at the end of the study.

4.1.2. Interdepartmental liaison

Cutting edge research requires partnership/collaborations among basic sciences, clinical sciences, epidemiology and public health, biostatistics, economics etc. for successful realization of research ideas. CRU team shall serve as a platform for providing support to new and inexperienced investigators for forging support from varied departments within AIIMS so as to have best skill mix within the research team and that multi-disciplinary research is promoted to answer complex clinical research questions. If required, inter-institutional collaborations will be explored.

4.1.3. Support for literature review – conduct of systematic reviews and meta-analysis

Many funding agencies mandate a systematic review of the available literature on the research question to be an integral part of the project proposal. The CRU team members will facilitate conduct of systematic review of the literature by the investigators to synthesize evidence related to their research question(s). This will also help identify the key gaps in knowledge thereby refining the research question(s) and select the most appropriate primary study outcomes. The faculty/scientists within

Institute will be trained to use readily available software such as RevMan for conduct of systematic reviews and meta-analysis.

4.1.4. Protocol writing and study methodological aspects

CRU members will guide researchers in drafting competitive clinical research protocols and projects for receiving grants. Protocols require detailing of all components related to clinical research. Lack of sound knowledge related to study design, sample size and power calculations, and lack of finer details in study methodology are the common ground for rejections of proposals. *The CRU team will guide the researchers in identifying the appropriate study design for the intended research question and in selecting the key outcomes based on the relevance and utility. Researchers will be encouraged to explicitly frame their research question in PICOT- Participants, Interventions, Comparators, Outcomes and Time period – format. Long term cohorts will require pilot studies and feasibility of having cohorts and researchers will be guided in building up these within their proposals. Researchers will be trained in using appropriate guidelines for drafting their proposals. They will also be guided in tapping appropriate funding opportunities based on nature and scope of clinical research study. CRU members will mentor new investigators in identifying key issues in methodology including definition of key 'subjective' outcomes, ensuring compliance to intervention, preventing loss to follow-up, and minimizing post randomization exclusions, etc.*

4.1.5. Budgeting

Appropriate budgeting is imperative for execution of the project. Some investigators require support in putting budget items for costing various aspects needed in conduct of clinical research study. The CRU team will prepare a budget template for use by the faculty/scientists of the institute. The template will have the cost of core components – manpower, common equipment, contingency, institute overhead, etc. The template will incorporate the latest salary structure of ICMR/DBT for the manpower cost. The CRU team will provide further support in drafting budget items for the proposals selected for mentoring.

4.1.6. Statistical Analysis Plan

Many researchers lack thorough understanding of statistical nuances involved in clinical research projects. CRU team will guide the investigators on statistical issues and help them devise a statistical analysis plan while drafting research proposal. Methods for statistical analysis of primary and secondary outcomes need clear mention in the protocol along with details of additional analysis such as interim analysis, subgroup analysis and handling missing data. Researchers will be guided to undertake robust analysis and answer their questions scientifically.

4.1.7. Registration of protocols and preparing documents for funding agencies

Most proposals warrant registration of protocols and approvals from many agencies. The CRU members will assist the investigators in appropriate documentation of same and submission of applications for seeking necessary approvals.

4.1.8. Setting up research

4.1.8.1. Developing case record forms (CRFs)

The CRU will assist the investigators in designing case record forms (CRF) depending on objectives of the clinical research study. It shall also devise mechanisms to develop electronic CRFs and data capture electronically.

4.1.8.2. Customizing templates for informed consent documents

The investigators will be mentored in designing appropriate participate information sheets and consent forms- mandatory requirements for ethical conduct of research studies within AIIMS.

4.1.8.3. Support with approvals and registration

CRU members shall provide assistance to all investigators for seeking approvals and meeting all regulatory approvals for conduct of their research projects including Institutional Ethics Clearance (IEC), Central Trial Registry-India (CTRI), Drug Controller General of India (DCGI), Health Ministry Screening Clearance (HMSC), operative approvals from research section within AIIMS.

4.1.8.4. Setting up of research study management committees

Large trials require committees as trial steering committee, trial management committee and data safety monitoring boards. CRU will develop standard operating procedures for having these committees with clear roles and responsibilities. CRU members will assist the investigator groups in having appropriate members within these committees.

4.1.8.5. Preparing for multicentre studies

These studies require through planning with initial site visits for coordination and standardizing study conduct across multiple centres. This will also require meetings and trainings of all staff members engaged at multiple sites. CRU will facilitate these processes and assist in conducting meetings/ trainings for multicentre studies.

4.1.8.6. Healthy volunteer database

CRU will run a Clinical research Volunteer programme and maintain a database of volunteers whose data can suitably be made available for participation in the scientific investigations contingent to scope of the study and consent of the volunteers. These volunteers serve as controls and their information can be used in the analysis and creating new knowledge. Such registries of healthy volunteers shall be maintained by CRU.

In phase-2, the following activities shall be facilitated:

4.2. Conduct of Clinical Research

4.2.1. Randomization, blinding, participant allocation

CRU will assist investigators in randomization, blinding and allocation concealment. It will also help investigators in minimizing attrition within trials and retaining participants.

4.2.2. Publicity and recruitment support for enrolment

CRU will help and guide the investigating team to strategize participant enrolment and create avenues for wider publicity of the clinical research study through websites

or other suitable mediums so that investigators achieve the desired sample size for their studies.

4.2.3. Data collection/ recording

CRU will assist in all processes of data capture within the study and its transmission to appropriate databases. All staff will be trained in trial and research procedures so that data collection is undertaken in a standardized and uniform way. An electronic data capture mechanism will be promoted and in house capacity will be developed to strengthen data collection ways and minimize possible errors in data capture through use of standard operating procedures.

4.2.4. Data management

4.2.4.1. Clinical Database Management System (CDMC)

The CRU will set up CDMC that is responsible for assuring good data management practices. The data management process (Figure 2) typically covers the design and production of the data capture tool (paper or electronic, commonly referred to as the Case Report Form or CRF), along with the design, construction, validation, release and subsequent amendments to the database to maintain the data electronically.

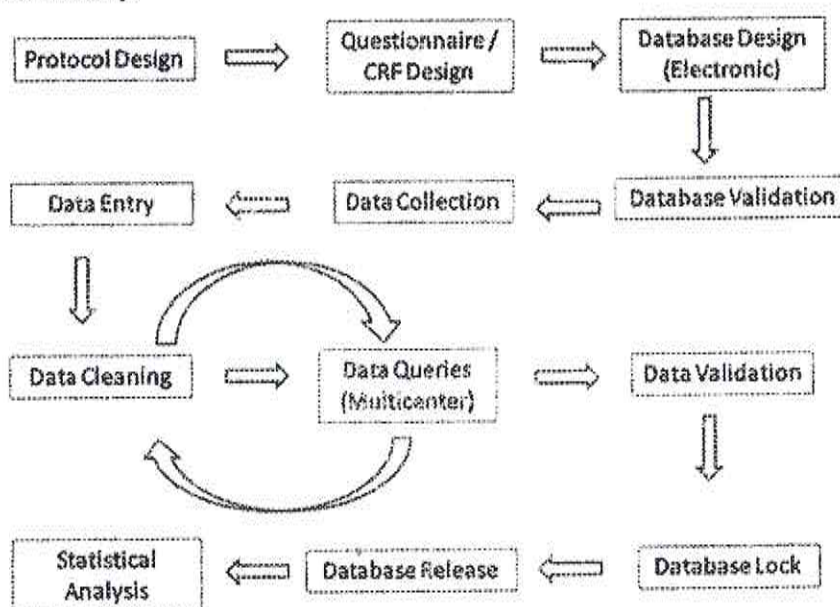


Figure 2: Steps involved in data management process

It also includes the processing of data (entry/uploading, cleaning, quality control checks and query management) and the production of the final dataset ready for analysis. Data management and validation will vary depending on the design of each individual study project. Therefore, individual research protocols and/or study specific data management plans should be adhered to in this regard.

4.2.4.2. Data Management Plan

The Data Management Plan (DMP) will be prepared for every study, which is a document that describes and defines all data management activities and must be in place prior to the start of recruitment. The extent of the data management activities described in the DMP will be dependent on the complexity of the study and associated factors. Relevant sections of the DMP and evidence of input documented shall be reviewed by investigator of the study/members of the trial management group, prior to sign-off by the Data Analyst for each version of the DMP.

4.2.4.3. Data cleaning

Data cleaning is an important step before proceeding for any statistical analysis. It is the process of identifying and removing (or correcting) inaccurate records from a dataset or a database and involves recognizing unfinished, unreliable, inaccurate or non-relevant parts of the data and then restoring, modifying, or removing the dirty, crude or irrelevant data. The CRU shall assist the investigator in this process through the clinical/medical database management system, and the data entry operator will be trained in this regard. It would be helpful, especially for the junior investigators and young faculty, who would be naïve to the data management process. The process of data cleaning will in general employ the below mentioned steps, for which a checklist will be prepared, and each database would go through the process of cleaning through this checklist.

Steps of data cleaning:

- Removal of extra spaces
- Selection and treatment of blank cells
- Conversion/ coding of text data into numerical data
- Identification and removal of duplicates

- Highlighting the possible errors including spelling errors
- Deletion of any formatting if present

4.2.5. Pharmacovigilance

Pharmacovigilance activities will be coordinated with the ADR monitoring centre at AIIMS. For managing safety data, an appropriate software e.g. Argus, PVNet etc would be utilized with a third party agreement. The PVNet Software has already been customised under CReATE centre, Department of Pharmacology, AIIMS.

For phase IV studies, the adverse event data could be managed using Vigiflow, in alliance with ADR monitoring centre in Department of Pharmacology, AIIMS.

4.2.6. Quality assurance

QA measures to promote quality will include steps at the level of personnel engaged in conduct of study, methods and tools of measurement, instruments and equipment. CRU will assist investigating team in building quality steps in all processes of the research study.

4.2.7. Design of parallel studies during conduct of the clinical research studies

CRU members will also assist investigative team in designing parallel studies utilizing qualitative approaches like finding out reasons for drop outs and strategies for maximizing participation in follow up studies.

4.2.8. Auditing

CRU members can facilitate the independent auditing process within clinical research studies. The processes reviewed can be related to participant enrolment, consent, eligibility, allocation, adherence to trial interventions, reporting of adverse events, completeness, accuracy, timeliness of data collection.

4.3. Data analysis

4.3.1. Statistical analysis plan

The CRU will guide the statistical analysis plan (SAP) in collaboration with the principal investigator of the study. A comprehensive and detailed description of the methods of data analysis will be proposed for the research project, in order to avoid

post hoc decisions that may affect the interpretation of the statistical analysis. The statistical analysis plan will be written and approved before data analysis commences. SAP shall state the hypothesis to be tested, details of the sample size calculated by explicitly stating all assumptions made, description of primary and secondary outcomes, population for clinical trial, intention-to-treat, per protocol and sub-group analysis, interim analysis etc, list of tables, figures, other data to be presented in the study report and set of dummy tables reflecting the contents of the final report.

4.3.2. Data interpretation

Interpreting a statistical data is a complex process which involves establishing relationship between data, inferring information, and consequently constructing the knowledge. The key questions which need to be answered while interpreting the data, analysis and results include the strengths of the data, the effect of chance/ bias on the results, comparing the results with those from other studies, mechanistic explanations for the findings, suggestions on new hypothesis, next research steps, and clinical and policy implications. The results thus generated through the statistical analysis would be structured into a comprehensible document, and the CRU personnel would assist the investigator in data interpretation and preparation of the document.

4.3.3. Tables, graphs and figures

The results obtained from data analysis and interpretation need to be structured into a document, and this could be in the form of tables, figures or graphs. The CRU shall assist the investigator in preparation of the document with the assistance of available software (for tables, figures and graph preparation).

4.4. Report

Consultation for preparing progress reports and final reports for funding agency, regulator etc.: The investigator needs to submit regular progress report to the funding and regulatory agencies, which is essential for regular financial support. Additionally, a final report needs to be submitted at completion of the project. The CRU shall assist the investigator in preparing the progress report, and submitting it to the concerned agencies in time. The CRU shall also aim to construct an online template, which would remind the investigators in time for preparing and submitting the progress report.

Guidance for archiving/ archiving facility: After the trial/ study ends, the CRU shall provide support and guidance for archiving the necessary documents related to the project. The retention and archiving of these documents is a critical part of compliance with Good Clinical Practice (GCP). The CRU, through the process of archiving shall ensure: a) records submitted correspond with the information provided by the depositor, b) orderly storage and retrieval of records is facilitated through indexing, and c) access to the archive is controlled.

4.5. Publication

Dissemination of results to patients, sites, IEC, media etc. as applicable, while conforming to the existing norms: The results of the study/ trial done under the guidance of CRU need to be disseminated to appropriate audience, depending upon the specific content. CRU shall help the investigator in the dissemination process through selection of appropriate audience (patients, sites, media), and targeting the output in appropriate format in a timely fashion. Dissemination of results should not be limited to end of the trial, and if useful and appropriate, the findings can be shared earlier.

Consultation/ Mentoring for manuscript preparation/ scientific writing support: Final process of any research project is publishing the manuscript in a relevant journal, and CRU shall assist the investigator in scientific writing and manuscript preparation through the following steps:

- Assimilation of results
- Preparation of background
- Writing the methodology including the statistical plan
- Reviewing the recent literature pertaining to the present work
- Assistance in abstract writing
- Selection of appropriate journal
- Preparation of cover letter
- Guidance in submission process

5. Organogram, Staffing and Working Mode

The CRU will be managed by the Dean (Research). There will be a Faculty-in-charge (part time). In addition, a panel of Faculty from different specialties will be constituted who will work on a part time basis (e.g. 10 faculty members who agree to devote at least 3 h/week to the Unit). The full time staff in CRU will be as per table 2.

For AIIMS to be the top research hub for medical sciences, highest quality scientists are needed to work in tandem with the faculty. To attract and retain the best scientific talent to AIIMS, the entry points need to be more stringent as well as provide opportunities which will inspire them to work with the highest efficiency.

- The eligibility criteria should be more stringent: Only those having the qualification of PhD or MD/equivalent degree be recruited in this cadre so as to establish a distinct identity of these researchers.
- *Apart from the eligible criteria there will also be desirable criteria* which may include any of these:
 - India Alliance DBT Welcome fellowship
 - Ramanujan Fellowship
 - Ramalingaswamy fellowship
 - DST Inspire Faculty fellowship
 - Post Doc from a reputed national or international institution/ university
- *The selection of scientists will be at two levels: Scientist C and Scientist D.*
 - *For direct entry at Scientist C level – MD/equivalent or PhD degree, should have at least 3 publications, in journals with high impact factor of which he/she should be first author in at least one, Evidence of high quality original work. Other desirable criteria as outlined above.*
 - *For direct entry at Scientist D level - MD/equivalent or PhD degree + at least 4 years experience, should have at least 6 publications, in journals with high impact factor of which of which he/she should be first author in at least three, Publications should clearly indicate originality and should be of high quality, Should have extramural research projects, Other desirable criteria as outlined above*
- *Part Time Consultants:*
In addition, we also propose having part time consultants on the list. The part time consultants may have expertise in areas like advanced quantitative skills or advanced analytical skills and other areas as the need may arise. There will be a provision to provide monetary reimbursement for the services.

Table 2: Staffing structure of CRU

| S.no | Designation | Total no | Monthly | Salary per month | Total salary per annum |
|------|-----------------------------------|----------|---------|------------------|------------------------|
| 1. | Scientist D | 5 | 112652 | 563260 | 6759120 |
| 2. | Scientist C | 5 | 96391 | 481955 | 5783460 |
| 3. | Data entry operator (outsourced) | 3 | 25155 | 75465 | 905580 |
| 4. | Computer Programmer (outsourced) | 2 | 32339 | 64678 | 776136 |
| 5. | Admin. Officer (Grade Pay 5400) | 1 | 82461 | 82461 | 989532 |
| 6. | Accounts Officer (Grade Pay 5400) | 1 | 82461 | 82461 | 989532 |

6. Infrastructure

6.1. Physical space

For setting up office of the CRU- needed for the human resource, IT support, data management systems, archives, training areas, committee/meeting rooms, library, pantry, etc.

6.2. IT support

Will be developed in coordination with the computer facility of AIIMS. The IT support will include hardware as well as software i.e. computers with accessories, printers, photocopier, telephone, fax, LED screens, network/server (Web server, MySQL server, SMTP mail server), conference facilities for audio/video/web meetings, high speed internet.

6.3. Books and Software

6.3.1. Books:

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Specific to research methodology, for example, on how to write a research project/details about various national and international funding agencies, guidelines, programming, epidemiology, pharmacovigilance, study design and statistical analysis. For other books and journals, the institute library would be referred.

6.3.2. General

MS Office, reference manager software (Endnote/Mendeley)

6.3.3. Data management

Epi Info/ Epi data, Visual Basic with MS SQL (Standardized Query Language) server, VB.NET with MS SQL Server, pharmacovigilance (PVNet/Argus/Vigibase)

We shall try to join the existing RedCap system, an international collaboration that provides electronic database system to governmental organisations.

6.3.4. Statistical software

SAS, Stata, R, GradePro

6.3.5. Miscellaneous

Tables, chairs, cupboards, white boards, notice boards, refrigerators, oven etc

7. Sustenance mode

No major sustenance amount is required and it will be done with the help of overhead charges taken on each project as well as institutional support.

It is proposed that overhead charges on all projects will be increased by 1% over the existing charges. This cess of 1% will provide financial sustenance support for all CRU activities. For each project implemented by CRU there will be provision for one ad hoc research staff which will work under the supervision of CRU project manager for the duration of the project and will be responsible for project related works.

8. Approval sought

Approval is sought for creation of a Clinical Research Unit facility with structure and posts as defined above.

अ. मा. आ. सं. A. I. I. M. S.

As reported by Prof. Chitra Sarkar, Dean (R) regarding typographical error on pages (As flagged) of minutes of meeting of standing Academic Committee meeting held on 22/11/19 at 3 PM.

The issue is of replacement of words approved Scientist Centre by approved Clinical Research Unit on page flagged GREEN.

If approved we may ~~request~~ request/inform Chairman standing Academic Committee about the error and necessary correction to be done with his approval & the same may be intimated to G.B in the next meeting.

Submitted for consideration/information and approval please.

अ. मा. आ. सं. A. I. I. M. S. OFFICE

Office No. 18/7
Date 18/7

Assoc. Dean

[Signature]
16/7/19

[Signature]
15/7/19

Dean (R)

[Signature]



Director Pl.

[Signature]
18/7/19

Chairman, Standing Acad Committee



[Signature]
25/7/2019

EO-3099815

[Signature]
18/7



NOTE FOR THE GOVERNING BODY

Item No. G.B./07

TO CONSIDER THE MINUTES OF THE 118th ACADEMIC COMMITTEE MEETING HELD ON 06.02.2020 AT AIIMS, NEW DELHI.

INTRODUCTION:

The Governing Body at its meeting held on 18th September, 1997 while considering the action taken on the minutes of the Governing Body held on 4th April, 1997 observed as under:

“Noted: with regard to the action taken under Item GB(1), the Governing Body observed that all decision of the Standing Committee of the Institute having financial implications, should be brought forth before the Governing Body as an agenda item”.

ADMINISTRATIVE COMMENTS:

The minutes of the Academic Committee meeting held on 06.02.2020 are placed before the Governing Body for their approval except the item having financial implications, which are placed in the Standing Finance Committee separately.

APPROVAL SOUGHT:

In view of the above, the minutes of the Academic Committee meeting held on 06.02.2020 are placed before the Governing Body for their consideration and approval, except item having financial implications i.e. the Item No. A/C-13, 16, 20, 21, 22 & 23, which are placed in the Standing Finance Committee as a separate agenda items, before the same are considered by the **Governing Body**.

This has the approval of Director, AIIMS, New Delhi.


REGISTRAR

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ALL INDIA INSTITUTE OF MEDICAL SCIENCES

Ansari Nagar, New Delhi-110 608.

No.F.5-19/2020 Acad.

Dated the 23rd May, 2020

MEMORANDUM

SUBJECT: Minutes of the 118th Academic Committee Meeting held on 6th February, 2020 at 2.30 P.M. in the Dr. Ramalingaswami Board Room, AIIMS, New Delhi.

A copy of the approved minutes of the 118th meeting of the Academic Committee Meeting held on 6th February, 2020 at 2.30 P.M. in the Dr. Ramalingaswami Board Room at AIIMS, New Delhi is forwarded to the members of the Academic Committee for kind information.

(PROF. RANDEEP GULERIA)
DIRECTOR & MEMBER-SECRETARY
(Academic Committee)

Distribution:-

Chairman & All members of the Academic Committees

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All India Institute of Medical Sciences, New Delhi

Minutes of the 118th Academic Committee Meeting

Held on 06/02/2020 at 2.30 P. M. in Dr. Ramalingaswami Board Room, AIIMS, New Delhi

The following members attended the meeting:-

1. Dr. Mahesh B Patel, in Chair
2. Dr. Rajiv Garg, DGMS, Member
3. Dr. D S Rana, Member
4. Dr. D G Mhaisekar, Member via video-conferencing
5. Dr. Randeep Guleria, Member-Secretary

Dr. Vijay Laxmi Saxena and Shri Amit Khare informed about their inability to attend the meeting.

Following special invitees were also present:

1. Prof VK Bahl, Dean (Academic)
2. Prof. Sidharth Datta Gupta, Dean (Examination)
3. Prof. D. K. Sharma, Medical Superintendent, AIIMS Hospital
4. Prof. Rajeev Kumar, Associate Dean (Academic)
5. Prof. Vineet Ahuja, Associate Dean (Research)
6. Prof. Sanjeev Laiwani, Registrar

Faculty members were also invited to be present for any clarification about the agenda items pertaining to them. The meeting began with the permission of the Chair. The members condoled the demise of Prof. MK Bhan, former member of the Academic Committee who passed away on 26th January 2020 and observed a minute's silence in his memory.

The following agenda items were taken up for discussion:

ITEM NO. AC/118/ 1: Minutes of the meeting of the 117th Academic Committee held on 20/11/2018

Minutes of the previous meeting were circulated to all members through e-mail. No comments received were received.

The minutes of 117th Academic Committee meeting were unanimously approved.

ITEM NO. AC/118/ 2: Action Taken on the Minutes of the meeting of the 117th Academic Committee meeting held on 20/11/2018

Action taken on the minutes was noted. It was informed that some of the resident/fellowship seats that were approved by the AC/GB/SFC could not be notified as the SFC has recommended that approval of the Department of Expenditure be taken. This is unlike past practice where addition of seats for residents/ fellows in existing programs did not require DoE approval. A letter in this regard has been written to the ministry for clarification.



- Item No. AC/117/ 3 PROPOSAL FOR GRANT OF SPECIAL BOOK PRIZE TO THE TOPPER STUDENTS OF 3RD PROFESSIONAL MBBS
Approved by the AC/GB and SFC
- Item No. AC/117/ 4 AWARD OF CERTIFICATE OF MERIT/COMMENDATION CERTIFICATE TO TOPPER IN MASTER OF BIOTECHNOLOGY COURSE AT AIIMS, NEW DELHI.
Approved in principle by the AC.
Detailed guidelines to be formulated by Dean (A) and approved by Director.
- Item No. AC/117/ 5 MATTER REGARDING LONG LEAVES AVAILED BY JUNIOR RESIDENTS (ACADEMIC)
- Item No. AC/117/ 6 MATTER REGARDING LONG LEAVES IN M. SC COURSES
Notified
- Item No. AC/117/ 7 TO CONSIDER THE PROPOSAL TO FORMULATE THE GUIDELINES FOR ATTENDING CME'S, WORKSHOP, CONFERENCES, SYMPOSIUM, WORKSHOP, ETC. ON ACADEMIC LEAVE/ON DUTY LEAVE IN RESPECT OF JUNIOR RESIDENT (ACAD.) REGARDING.
Notified
- Item No. AC/117/ 8 REGARDING GRANT OF PATERNITY LEAVE AND EXTENSION OF TENURE FOR ACADEMIC COURSES IF LEAVES EXTEND BEYOND PERMITTED PERIOD FOR DM/M.CH CANDIDATES
Notified
- Item No. AC/117/ 9 PROPOSAL FOR REVISION OF SUPPLEMENTARY EXAMINATION RULES FOR 1ST PROFESSIONAL MBBS STUDENTS.
Notified
- Item No. AC/117/ 10 PROPOSAL FOR REVISION OF ELIGIBILITY CRITERIA FOR FOREIGN NATIONAL CANDIDATES TO BE SAME AS NATIONAL CANDIDATES FOR MBBS COURSE AT AIIMS, NEW DELHI.
Implemented
- Item No. AC/117/ 11 Guidelines for Functioning of Centers, formation of Divisions and Units.
Approved by the AC/GB, Notified
- Item No. AC/117/ 12 CLARIFICATION ON AMBIGUITIES IN AWARDS FOR GEETA MITTAL MEDAL, BOOK PRIZES, SHRI MOHAN LAI WIG MEDAL, EXCELLENCE IN NURSING AWARDS.
Implemented
- Item No. AC/117/ 13 AUGMENTATION OF MANPOWER TO STRENGTHEN THE PATIENT CARE SERVICES IN THE DEPARTMENT OF EMERGENCY MEDICINE BY FORMULATING ROTATION POLICY OF JUNIOR RESIDENTS (ACADEMIC) TO DEPARTMENT OF EMERGENCY MEDICINE.
Notified
- Item No. AC/117/ 14 CREATION OF THREE POSTS OF SENIOR RESIDENT/ DEMONSTRATOR OF ANATOMY.
Approved by the AC/GB/SFC. Awaiting DoE approval.
- Item No. AC/117/ 15 CREATION OF NEW THREE POSTS OF SENIOR RESIDENT (PAEDIATRICS) FOR RPC (HDU)
Approved by the AC/GB/SFC. Awaiting DoE approval.
- Item No. AC/117/ 16 CREATION OF THREE POSTS OF SENIOR RESIDENT IN THE DEPARTMENT OF GERIATRIC MEDICINE.
Approved by the AC/GB/SFC. Awaiting DoE approval.
- Item No. AC/117/ 17 TO CONSIDER THE PROPOSAL FOR CREATION OF ADDITIONAL 7 POSTS OF SENIOR RESIDENT (M. CH) IN THE DEPARTMENT OF UROLOGY, AIIMS NEW DELHI.
Approved by the AC/GB/SFC. Awaiting DoE approval.
- Item No. AC/117/ 18 PROPOSAL TO START M. CH IN (1) VITREO-RETINA (2) CORNEA & EXTERNAL EYE DISEASE (3) STRABISMUS (4) OCULOPLASTY (5) GLAUCOMA IN THE DEPARTMENT OF OPHTHALMOLOGY, DR. R. P. CENTRE, AIIMS, NEW DELHI.
Not approved by the AC



- Item No. AC/117/ 19 PROPOSAL TO START FELLOWSHIP IN PAEDIATRIC CARDIAC SURGERY IN THE DEPARTMENT OF CTVS.
Approved by the AC/GB/SFC. Awaiting DoE approval.
- Item No. AC/117/ 20 INCLUSION OF INTERESTED FACULTY AS CEU MEMBERS IN THE EXISTING LIST OF CEU MEMBERS AT AIIMS, NEW DELHI.
Implemented
- Item No. AC/117/ 21 PROPOSAL FOR SKILLS TRAINING OF UG AND PG AT AIIMS, NEW DELHI.
Implemented.
- Item No. AC/117/ 22 TO START FELLOWSHIP IN EMERGENCY FORENSIC MEDICINE IN THE DIVISION OF FORENSIC PATHOLOGY & MOLECULAR DNA Laboratory AT JPNATC, AIIMS, NEW DELHI.
Approved by the AC/GB/SFC.
- Item No. AC/117/ 23 PROPOSAL OF CHANGING THE NAME OF THE DEPARTMENT OF PULMONARY MEDICINE & SLEEP DISORDERS TO PULMONARY, CRITICAL CARE AND SLEEP MEDICINE
Notified
- Item No. AC/117/ 24 PROPOSAL FOR REVISION OF SCIENTIST CADRE AT AIIMS
Awaiting GB approval
- Item No. AC/117/ 28: Proposal for amendments in recruitment rules for the post of Assistant Professor of Emergency Medicine at AIIMS New Delhi.
Approved by the AC/GB.
- Item no AC/117/29: To consider the proposal for creation of 04 posts of Assistant Professor for the Department of Pulmonary, Critical Care and Sleep Medicine at AIIMS New Delhi.
Approved by the AC/GB/SFC. Awaiting DoE approval.
- Item no AC/117/31:- To consider the proposal for conversion of nomenclatures of the faculty posts created for the department of surgical oncology at the AIIMS New Delhi.
Approved by the AC/GB
- Item no AC/117/32:- To consider the proposal for creation of additional posts for the centre for Dental Education and Research Centre at AIIMS New Delhi.
Awaiting SFC approval
- Table Agenda AC/117/01- Procedure for creation of posts of faculty, change in recruitment rules of faculty posts and creation of departments
Implemented
- Table Agenda AC/117/05:- PROPOSAL FOR CREATION OF CLINICAL RESEARCH UNIT, AIIMS, NEW DELHI
Approved by the AC/GB

ITEM NO. AC/118/3: Consideration of internal assessments on the basis of marks obtained in two semesters out of three for 1st professional MBBS students.

It was submitted that the Curriculum Committee meeting for First Semester MBBS students (2019-20) had discussed the issue of multiple supplementary examinations being conducted currently and the teaching faculty was of view that instead of Supplementary examination, the student be eligible/permitted for 1st Professional final examination on the basis of marks obtained in internal assessment of best of two semesters (i.e. 1st Mid, 1st End & 2nd Mid) out of three semesters.

It was proposed that in the 1st professional examination, internal assessment marks shall be calculated on the basis of marks obtained in two out of three semester exams (first mid semester, first end-semester, second mid-semester). Each of the two exams considered will contribute equally to the internal assessment. The best 2 results out of 3 exams will be taken in each subject.



However, the total (theory and practical) of each subject will be counted together and cannot be split. No supplementary examination will be conducted.

The proposal was discussed and approved.

ITEM NO. AC/118/4: Proposal for inclusion of internal assessment of old 1st mid or 1st end or 2nd mid semester examination on repeating a single subject for 1st professional-MBBS students.

It was submitted that the students who fail in single subject in 1st Professional are permitted to continue studies in the 2nd Professional examination, and shall be required to appear in the 1st Professional examination of particular subject in which they have failed. They shall however, be permitted to appear in the 2nd MBBS professional examination only after having passed in particular subject of the 1st Professional examination.

It was proposed that the students who are reappearing for 1st Professional subjects in the 2nd Professional may be permitted to reappear for the internal exams of the same subject and the better of the two marks (previous attempt and current attempt) for each exam be considered toward the internal assessment.

The suggested changes were discussed and approved.

ITEM NO. AC/118/5: Change in guidelines for internship and elective training for MBBS students at AIIMS.

It was informed that the Students' Union has requested to allow students to apply for elective postings during Internship to institutions certified by the board of the respective country and to highly competitive and prestigious research scholarships, with a provision to extend internship if required.

In view of the request of the students and the increased number of exchange opportunities now available, the following amendments in internship rules were proposed:

- Elective training may be permitted at any recognized medical university abroad.
- Students may be allowed to mutually exchange elective training periods if they are selected for elective training abroad at a time different from their original elective postings in the internship roster. However, this must be strictly on mutual exchange and with proof of acceptance.
- 2 months extension of internship may be permitted only for elective training abroad with proof of acceptance. However, the hostel must be vacated by the end of 13th month of starting internship and no further extension may be granted.
- Failure to complete internship by the above rules may be penalized by including details of rotation in the MBBS transcripts, in the character certificate, and by informing the institute abroad if the student fails to return.

The suggested changes were discussed and approved.

**ITEM NO. AC/118/ 6: Registration of Foreign national candidates in MBBS/B.Sc. Courses.**

It was submitted that Foreign National Candidates applying for admission to the MBBS course at AIIMS, New Delhi are not required to fill up the online registration form and are nominated directly by the Govt. of India. However, Foreign National Candidates applying for BSc Nursing seats are required to register themselves online for the CBT mode examination but do not appear for the exams and their nomination is done by the Govt. of India similar to the MBBS students. The two processes are thus different for registration but the allocation process is similar. It was proposed by the Examination Section that the online registration process for B.Sc. Course for foreign nationals may be stopped similar to the MBBS course.

The proposal was discussed and approved.

ITEM NO. AC/118/7: 50% minimum marks as qualifying marks in Entrance Examination for BSc courses.

It was submitted that for admission in MBBS Course at AIIMS, the qualifying marks required in entrance test are 50% for UR, 45% for OBC and 40% for SC and ST category students. The percentage based system in qualifying examination is also applicable in DM/MCh and Fellowship Courses of AIIMS Delhi. However, there are no minimum cut-off marks for entrance examination of BSc Courses at AIIMS Delhi and these should be made uniform with other courses.

Dr R Guleria, Director enquired whether sufficient number of candidates qualified with the 50% cut-off to fill the seats. Dr Sanjeev Lalwani, Registrar opined that no seat is likely to remain vacant because a large number of candidates appear for the exam and should thus qualify for the cut-off.

It was thus approved that the cut off in qualifying marks required in entrance test for BSc courses shall be 50% for UR, 45% for OBC and 40% for SC and ST.

ITEM NO. AC/118/8: Proposal to amend existing guidelines for Long / Short Term observership and Elective Training for Foreign Nationals students

It was submitted that institute imparts various observership opportunities to Indian/Foreign nationals and elective training to foreign national undergraduate students studying. It has been observed that in the existing guidelines, there are certain ambiguities in applying the rules for Indian nationals who are studying in international universities or Foreign Nationals who are studying in Indian universities. Further, at times it was noted that same individuals were repeatedly using these scarce resources. It was also discussed that the observership programs were not meant for undergraduates and a restriction of time needs to be imposed for student pursuing 2 year programs such as MSc at other institutions. The guidelines and applications forms were thus revised to clarify the ambiguities.

The proposal was discussed and approved. The revised guidelines and forms are placed at Annexure 1 of these minutes.

**ITEM NO. AC/118/9:-Revision of guidelines for conduct of workshops/ conferences/ seminars**

The proposal for revision of guidelines for conduct of workshops/ conferences/ seminars was presented. The rationale behind these amendments were discussed.

~~The proposal was discussed and approved. The revised guidelines and forms are placed at Annexure 2 of these minutes.~~

ITEM NO. AC/118/10: Proposal to place the Directions/ Guidelines for Destruction/ shredding of unusable/ old records of examination Section

The proposal to destroy unusable/old records of the examination section was discussed. The Chairman suggested that records should be digitised as far as possible and should be kept at least till the end of the course for which the exam was conducted.

The proposal was discussed and approved that records could be destroyed at the end of the course which the exam was conducted.

ITEM NO. AC/118/11: PhD reforms

The newer guidelines for PhD Programs at AIIMS New Delhi as approved by the committee under Chairmanship of Dean (Acad) and further approved by Dean's Committee and Staff Council were discussed. The proposal was presented in detail including the changes in rules and regulations. Certain clarifications in words and some modifications were suggested during the discussion.

The revised guidelines were discussed and approved with the suggested changes. The revised guidelines are placed at Annexure 3 of these minutes.

ITEM NO. AC/118/13: Request for grant of extension for submission of PhD thesis beyond 6 years.

Delay in submission of thesis by PhD candidates beyond 6 years was discussed by the members. The reasons for delay reported by the students were presented and some of the guides were requested to justify the delay.

The committee approved the following with regards to these students:

| S.N | Name | Department | Decision |
|-----|-------------------------|-----------------------|---|
| 1. | Nupur Pant | Microbiology | Permitted to take exam, must be conducted within 6 months |
| 2. | Hareram Pandey | Haematology | |
| 3. | Priyanka Bhat | Neurology | |
| 4. | Pragti Pragya | Physiology | |
| 5. | Akshita | Biophysics | |
| 6. | Lal Chandra Vishwakarma | Physiology | |
| 7. | Mudasir Bashir | Physiology | |
| 8. | Praveen Kumar | Nuclear Medicine | Must submit thesis within 3 |
| 9. | Vandita Sharma | Psychiatry (Clinical) | |



| | | | |
|-----|--------------------------|--------------------------------------|--|
| | | Psychiatry) | months |
| 10. | Ritesh Kumar | Anatomy | |
| 11. | Kriti Upadhyay | Pulmonary Medicine & Sleep Disorders | |
| 12. | Ashish Kumar | Endocrinology & Meta. | Must submit thesis within 6 months |
| 13. | Istaq Ahmad | Neurology | |
| 14. | Sunil Kumar | Ocular Biochem (Dr.RPC) | |
| 15. | Gaurav Singh Raghuwanshi | Physiology | Send 2-week notice for cancellation of registration with copy to Guide |
| 16. | M.A. Lavi Raj | Radiation Oncology (Irch) | |
| 17. | Vishwas Malik | Cardiac-Anesthesiology | Accept resignation |
| 18. | Sonam Singh | Dermatology & Venereology | Must be given writing permission in next DC in February 2020 (if work is completed) and must submit thesis within 6 months of permission |
| 19. | N.Manoharan | Radiotherapy | Accept resignation |

ITEM NO. AC/118/13: Revision of AIIMS Institute fellowship as per Government of India revision.

It was submitted that institute fellowship along with the HRA for PhD students needed to be revised as per the revision by other institution/agencies of Government of India. As other agencies had increased the stipend to Rs. 31,000 PM plus HRA as applicable, it was proposed that the same may be done at AIIMS, New Delhi.

The proposal was discussed and approved.

ITEM NO. AC/118/14: To consider the proposal for submission of soft copy of dissertations/ thesis through Online System only and discontinuation of hard copy.

It was discussed that references submission of thesis in the form of hard copies is not only wastage of resources i.e. paper, money and time even it also requires extra efforts for its maintenance in terms of space, manpower and money with no added benefit over submission of soft copies.

The proposal was discussed and it was approved that only soft copies may be submitted to the Exam section. Hard copies may be kept only for own use or the department. A plagiarism check report and copy of approval of ethics committee shall be mandatory.

ITEM NO. AC/118/15: To consider the proposal to simplify the eligibility for nomination of Chief Guide in respect of Junior Resident (Academic).

It was submitted that as per current guidelines, "Regular faculty with two years teaching experience, after his/ her Senior Residency are eligible to become Chief



Guide" of JPs. Ad-hoc Assistant Professors who have completed three years on Ad-hoc basis can be appointed as Guide/ Co-Guide. Clarification had been sought on whether teaching experience at institutions other than AIIMS, will be counted towards two years experience, whether teaching experience as contract faculty/ pool job/ fellowship will be counted towards two years teaching experience and whether teaching experience at AIIMS on ad-hoc or contract basis will be counted towards this two years experience.

The proposal was discussed and it was approved that Ad-hoc Assistant Professor experience will count for the above eligibility only if this experience is at AIIMS, New Delhi.

Item No. AC/118/16: Proposal for increase the stipend for Bachelor of Optometry students (during Internship) course at Dr. R.P. Centre

It was submitted that Students of Bachelor of Optometry of Dr. R. P. Centre AIIMS, New Delhi had requested increase of stipend amount of Rs.10250/- to Rs. 23500/- to B.Sc. Optometry (Intern students). It was discussed that the sum of Rs. 23500 was for MBBS interns and not for BSc Optometry interns and the two cannot be equated

The committee discussed the proposal and approved a hike in stipend for BSc Optometry interns to Rs. 13, 940 per month with review of the stipend at regular intervals.

ITEM NO. AC/118/17: Reservation of seats for Persons with Disability in admission to PG courses under RPWBD Act, 2016

It was submitted that AIIMS, New Delhi provides reservation to people with Benchmark Disability as per provision of RPWBD Act, 2016 on the basis of Horizontal Reservation as per DOPT Guidelines. AIIMS, New Delhi has received many representations to adopt the policy of subject-specific reservation for PWBD candidates. AIIMS, New Delhi is following the directions of MOHFW Govt. of India vide letter dated 17/02/2009 wherein reservation is to be provided to PWBD candidates. As per directions of MOHFW vide letter dated 16.05.2008 it is said that 3% reservation should be implemented in regard to all the PG Courses of the institutions as a whole and not separate discipline-wise. The same policy should continue with 5% reservation as per RPWBD Act, 2016 with minimum cut off equal to the same category to which PWBD candidate belongs to.

The proposal was discussed and it was decided that the policy of providing 5% reservation on horizontal basis, not discipline-wise, and with qualifying marks applicable to respective category should continue and admission shall be based strictly in order of the merit.

ITEM NO. AC/118/18: Common question paper for fellowships in the same department with same eligibility.



The fellowship examinations are held for various fellowship courses at AIIMS, New Delhi. There are many departments with more than one fellowship courses. The examination pattern for fellowship is Stage 1 (MCQ: 60 marks) and Stage 2 (Departmental Assessment: 40 marks). Currently, the department has to prepare separate question papers for each of the fellowships.

It was proposed that for the fellowships within the same department and with the same eligibility, a common paper with questions related to the eligibility qualifications be prepared with input from all the faculty members of the concerned fellowships. The fellowship-specific knowledge/abilities of the candidates can be assessed during the Departmental Assessment.

The proposal was discussed and approved.

Item No. AC/118/19: Change in scheme of examination for Academic Courses in College of Nursing

The College of Nursing has proposed changes in the pattern of examination and marking scheme of various courses run by the college to make them in line with other courses at AIIMS. The Principal, College of Nursing had made the changes in consultation with Examination and Academic Section.

The proposal was discussed and approved. The revised rules are placed at Annexure 4 of these minutes.

ITEM NO. AC/118/20: Proposal to increase three Senior Residents in the Department of Microbiology

The proposal to increase three Senior Residents in the Department of Microbiology was discussed and approved.

ITEM NO. AC/118/21: Increase in seat for one Senior Demonstrator in the department of Biochemistry

The proposal to increase seat for one Senior Demonstrator in the department of Biochemistry was discussed and approved.

ITEM NO. AC/118/22: Proposal for creation of two posts of Senior Resident (SR) Hospital Administration for ORBO, AIIMS

The proposal of creation of two posts of Senior Resident (SR) Hospital Administration for ORBO, AIIMS was discussed and approved. The residents shall be rotated as per rotation policy.

ITEM NO. AC/118/23: Proposal to start Fellowship in "Cardiac Electrophysiology and Pacing" in the Department of Cardiology.



The proposal was discussed and approved.

ITEM NO. AC/118/24: Change in fellowship programme in 'Epilepsy Surgery and Functional Neurosurgery' in the Department of Neurosurgery.

The proposal to change the fellowship programme of 'Epilepsy Surgery and Functional Neurosurgery' in the Department of Neurosurgery was discussed.

It was approved that the admission in fellowship program shall be for one seat, once a year. The seat will be advertised for open candidates and sponsored candidates in alternate years. However, duration of program shall remain the same.

ITEM NO. AC/118/25: Clarification on Nomenclature of DM Degree (Doctor of Medicine or Doctorate of Medicine)

It was informed that while printing the degrees awarded to students for both MD/DM, the description is mentioned as Doctor of Medicine. This looks quite similar for both the degrees and is not differentiating the two streams of courses. At many websites the description of DM is Doctorate of Medicine instead of Doctor of Medicine. However, MCI Website mentions the full form as similar to MD.

The proposal was discussed and approved for DM Degree to be the Doctorate of Medicine.

ITEM NO. AC/118/26: Proposal regarding change of nomenclature from Radiotherapy to Radiation Oncology.

The proposal regarding change of nomenclature from Radiotherapy to Radiation Oncology for both the department and MD degree issued by it was discussed and approved.

ITEM NO. AC/118/27: Change of name of the specialty from 'Pedodontics and Preventive Dentistry' to 'Paediatric and Preventive Dentistry'

The proposal regarding changing the name of the specialty from 'Pedodontics and Preventive Dentistry' to 'Paediatric and Preventive Dentistry' as was done by DCI was discussed and approved.

ITEM NO. AC/118/28: Renaming the department of Cardiac Anaesthesia to Department of Cardiac Anaesthesia and Critical Care and the DM degree in Cardiac Anaesthesia and Critical Care.



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The proposal regarding changing the name of the department of Cardiac Anaesthesia to Department of Cardiac Anaesthesia and Critical Care and the DM degree in Cardiac Anaesthesia and Critical Care was discussed and approved.

ITEM NO. AC/118/29 (A+B): Proposal for renaming of 'Department of Radio-diagnosis', to 'Department of Diagnostic and Interventional Radiology' and change in name of Fellowships in the department of Radio Diagnosis

The proposal for renaming of 'Department of Radio-Diagnosis', to 'Department of Diagnostic and Interventional Radiology' and change in title of MD Degree and Fellowships in the department of Radio Diagnosis was discussed. Members felt that the word 'Radiodiagnosis' was standard and used in MCI colleges and should be maintained. Prof Ashu Bhalla, representative of the Department was invited to attend the meeting and discuss. She agreed that the word 'radiodiagnosis' could be kept but the word 'Intervention' must be added to ensure employability and job opportunities for the students. The changes were thus approved as follows:

Name of Department will be 'Department of Radiodiagnosis and Interventional Radiology'. MD Degree will be in 'Radiodiagnosis and Interventional Radiology'

Title of Fellowships will be:

- Fellowship in Diagnostic and Interventional GI Radiology
- Fellowship in Diagnostic and Interventional Thoracic Radiology
- Fellowship in Diagnostic and Interventional Pediatric Radiology

ITEM NO. AC/118/30: Proposal of changing the name of the Department of ENT to Department of Otolaryngology and Head-Neck Surgery, AIIMS, New Delhi

The proposal submitted by Prof. S.C. Sharma, Head of the Department of ENT, AIIMS, New Delhi dated 2nd January, 2017 requesting for change of the name of the Department of ENT to Department of Otolaryngology and Head-Neck Surgery, AIIMS, New Delhi" was discussed. The committee was appraised that the proposal was discussed in the Dean's Committee on 31.03.2017 and Staff Council on 10th August, 2017 and approved. However, it was not approved in the Academic Committee in its meeting held on 6th March, 2018 as members had noted that there is significant overlap of this area with General Surgery, Neurosurgery and Oral and maxillofacial surgery and change of name shall add further confusion. Further, head and neck cancers are also not exclusively related to ENT.

It was informed that a representation letter No.57/ENT/SCS/NOV-2018 dated 6/12/2018 has been received from Dr. Suresh C. Sharma, Professor and Head, Department of ENT, AIIMS wherein he has again requested for renaming of department of ENT. He had mentioned that the Department of ENT has been doing Head & Neck surgery in addition to the ENT surgery for last many decades. This department has been the pioneer and at the fore-front to establish the specialty of Head & Surgery in India, and is known for this in other parts of the world. The



department of ENT has started M.Ch.in Head & Neck surgery at AIIMS and has been helping other centres in India to start similar program. In support of this he had attached the photocopy of the list of the authors who have written chapters in the text book of Otolaryngology and Head-Neck Surgery' with their department names and department should be permitted to change the name as 'Department of Otolaryngology and Head- Neck Surgery'.

The matter was extensively discussed by members of the Academic Committee who concluded that the decision taken in the last Academic Committee should stand.

The proposal was thus not approved.

ITEM NO. AC/118/31: Revision in the essential qualification for the post of Assistant Professor of Medical Physics

The proposal for revision in the essential qualification for the post of Assistant Professor of Medical Physics was discussed and approved as under

Revised Qualification:

- A Postgraduate qualification i.e. Master's Degree in Physics with Postgraduate Diploma in Radiological Physics/Medical Physics or Master's Degree in Medical Physics.
- A Doctorate Degree of a Recognized University
- Three years teaching and/or research experience in the discipline/subject concerned after obtaining the Doctorate Degree.

ITEM NO. AC/118/32: To consider the proposal for revision of recruitment rules in respect of the posts of assistant professors of Hematology

The proposal for revision of recruitment rules in respect of the posts of assistant professors of Hematology was discussed. The committee members agreed that clear identification of clinical and non-clinical eligibility criteria at MD levels must be made. The following was thus approved:

1. Assistant Professor of Clinical Haematology:
 - a. A medical qualification included in Schedule I & II or part II of the third Schedule of the Indian Medical Council Act of 1956 (candidates possessing the qualifications included in Part-II of the third Scheduled should also fulfil the conditions specified in Section 13(3) of the Act).
 - b. M.D. in Medicine/Paediatrics or a qualification recognized equivalent thereto followed by D.M. in Clinical Haematology (2 years or 3 years recognized course) or a qualification recognized equivalent thereto.
 - c. One year teaching and/or research experience in a recognized Institution in the subject of specialty after obtaining the Degree of D.M. in Clinical Haematology (2 years recognized course) following M.D. in Medicine/Paediatrics or a qualification recognized equivalent thereto.



However, no experience is necessary for the candidates possessing three years recognized Degree of D.M. in Clinical Haematology.

2. Assistant Professor of Hemato-pathology:
 - a. A medical qualification included in Schedule I & II or part II of the third Schedule of the Indian Medical Council Act of 1956 (candidates possessing the qualifications included in Part-II of the third Scheduled should also fulfil the conditions specified in Section 13(3) of the Act).
 - b. MD in Pathology/Laboratory Medicine or a qualification recognized equivalent thereto followed by D.M. in Hemato-pathology (2 years or 3 years recognized course) or a qualification recognized equivalent thereto.
 - c. One year teaching and/or research experience in a recognized Institution in the subject of specialty after obtaining the Degree of D.M. in Hemato-pathology (2 years recognized course) following MD in Pathology/Laboratory Medicine or a qualification recognized equivalent thereto. However, no experience is necessary for the candidates possessing three years recognized Degree of D.M. in Hemato-pathology.

ITEM NO. AC/118/33: Reimbursement to students for ATLS/ACLS/BLS similar course fees conducted by outside agencies/societies

It was informed that a proposal for making various life support courses mandatory in UG/PG courses at AIIMS was discussed in the 114th Academic Committee Meeting vide Agenda Item No.114/60 on 16.06.2016. At this meeting it was decided that such courses should be mandatory and the course fee for such training should be reimbursed to all UG and PG students.

It was also informed that AIIMS, New Delhi has started conducting essential skills and life support courses with its own resources and faculty. While training of students in these skills is essential, certification from specific bodies is not a requirement. Thus, reimbursing fees incurred by UG and PG students in taking certification courses from external sources is not required. The Dean (A) said that AIIMS should not be paying for such certifications. It was discussed and agreed that AIIMS, New Delhi will not reimburse students for taking these certification courses.

The proposal to stop reimbursement to students for such courses was approved.

ITEM NO. AC/118/34: Any other matters

No other matters were discussed

The meeting ended with thanks to the chair.



**ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi 110029, India**

**Elective Training
Undergraduate Medical Students (Foreign only)**

Elective training during the undergraduate MBBS program aims to expose foreign medical students to the Indian hospital and training environment and enable socio-cultural exchange among students. Elective training is available only to foreign undergraduate MBBS students. Students holding Indian citizenship/passport or those studying in Indian universities or colleges are not eligible for these training. Similarly, Indian students who are training in foreign medical colleges are not eligible for this training. For student's training, AIIMS does not require permission of the Medical Council of India.

1. The maximum period of elective training is three months.
2. During this elective training, students will not be allowed to engage in patient-care activities.
3. The Institute does not provide any financial assistance to the trainees. They are required to provide details of source of funding for their visit.
4. Students should indicate the preferred departments of posting in their application. For posting in the rural health clinics, we can accept students only from January to June.
5. Students must bring and wear an apron (White coat) while attending the elective training. For elective posting in rural areas, it is advisable to bring a sleeping bag.
6. Due to shortage of hostel accommodation, it will not be possible for us to guarantee accommodation in our hostels in the campus. However, if the same is available, it will be provided on usual payment basis.
7. Elective trainees are required to send a bank draft for US \$125, along with their request for elective training, in the name of Director, AIIMS, drawn on State Bank of India, Ansari Nagar, New Delhi. If it is not possible to prepare a bank draft, the deposit of US \$125 can be made in cash at the time of joining the Elective Training at AIIMS.
8. Please apply for permission at least three months before the actual start of Elective Training.

Applications must contain the following documents:

1. Completely filled application form
2. Self-attested copy of applicant's passport
3. Reference letter from Dean or similar authority from the applicant's parent institution supporting the applicant's candidature for the elective training and confirming the applicant's eligibility for such elective training.

Application material may be sent to:

The Registrar
Academic section
All India Institute of Medical Sciences
Ansari Nagar, New Delhi 110029, India
Email: academicsection@aiims.edu



ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi 110029, India

Elective Training Application Form
Undergraduate Medical Students (Foreign only)

Photo

1. Name of the candidate
(in full and in Block capital letters) _____
2. Full postal address in native country _____

3. Nationality _____
4. Father's Name _____
5. Date and Place of Birth _____
6. Passport _____

- Passport Number _____
- Date of issue _____
- Place of issue _____
- Issuing country _____

7. Address for communication _____

8. Email _____
9. Applicant's likely address in India during stay _____

10. Have you previously applied for/ trained at AIIMS, New Delhi? Please give details. _____
11. Name of the college/ University where studying _____
 Address of the college/ University where studying _____
 Year of admission in the college _____
 Year in which studying _____
 Likely date of end of course _____
 Examinations passed _____
12. Elective Training applied for: Specify departments and dates for each _____

13. What is your expectation from this elective training in India? (attach additional sheet if required) _____
14. Reference letter from Dean or similar authority attached? _____
15. Have you taken the minimum time necessary to reach the current stage of your course? If not, please explain. _____
16. Any other relevant information on the subject. _____

Signature of the candidate

Endorsement by Dean or similar
authority with stamp



ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi 110029, India

Observership for Foreign Nationals

1. Short-Term Observership upto Six (6) months and Long Term Observership upto Two(2) Years may be provided to Foreign National candidates sponsored by the Foreign Government/Autonomous Bodies/ Medical Institutions duly recommended by the Dean or any other competent authority of the concerned College/University/Institution. There will be no financial obligations on the part of the Institute/Govt. of India. Applicants must continue to be in training/employment of the sponsoring institution till the end of observership at AIIMS, New Delhi.
2. Foreign candidates desirous of observership training at this Institute shall be required to follow and submit the following:-
 - Details in prescribed form
 - An original Sponsorship Letter
 - Self-attested photocopies of certificate/degree of graduate & postgraduate qualifications
 - Application should be routed through your CURRENT EMPLOYER (i.e. from the appointing authority, the Administration / Through Headquarter / Dean, Principal, Vice Chancellor of the Concerned University / Institution / Organization).
 - Photocopy of valid passport.
 - The applicant should be registered as Medical Practitioner in his/her own country and should submit a copy of valid registration.
 - Private Practitioners and Self Sponsored Candidate(s) will not be considered.
3. Fee: Candidates belonging to SAARC and Low Income Developing Countries will be treated at par with Indian Nationals for the purpose of training fees i.e. Rs.2,000/- per month/per candidate. All others will be charged a fee in Indian rupees equivalent of US \$ 200 per month/candidate. (Total fee to be paid at the time of reporting for joining.
4. The observership is arranged in consultation with the respective department/ discipline and the time and period of observership is decided mutually by the Department/discipline and candidate. **This observership does not lead to the award of any degree/diploma.**
5. Each department/discipline may make its own guidelines on minimum qualification required for acceptance for observership. Eligibility of a candidate for observership does not automatically entitle them for acceptance.
6. Presence of Short-Term/Long-Term Observers in a particular department should not affect the training of postgraduates/ residents in the department.
7. Applicants who have previously received training/observership at AIIMS, New Delhi may not be considered for repeated opportunities.
8. Observers will not be allowed hands on training/clinical work. In case you wish to be involved with the treatment of patients, you are required to apply to the Deputy Secretary (Admn), Medical Council of India, for temporary registration, under intimation to AIIMS. The application form can be down loaded from MCI website i.e. www.mciindia.org
9. Only the Academic Section will issue certificate of Short-term/Long-term observership. Department will not issue any certificate to this effect.
10. The candidate has to sign an undertaking at the time of commencement of his/her observership regarding his/ her conduct and role and responsibilities during the observership (format of undertaking is enclosed). The candidate also has to sign an undertaking before joining that he will not use this observership for advertisement on letter head, visiting card, name plate etc.
11. Due to shortage of hostel accommodation, a candidate coming to the Institute for short term and long term observership has to make his/her own arrangements for stay. **The Institute does not provide any hostel accommodation.**
12. It may take upto 3-4 months to process the papers and seek/get official permission from authorities/Government of India (Ministry of External Affairs and Medical Council of India). **Candidates should thus apply 6 (six) months in advance.** Please do not plan your visit until you receive confirmation letter from us.
13. Foreign Nationals should have a Valid Travel Visa and a Valid Travel Medical Insurance. The visit of foreign nationals is subject to clearance from Ministry of External Affairs and only once they receive a confirmed letter of dates from Academic Section, AIIMS should they report to AIIMS.

Application material and all correspondence may be sent to:

The Registrar, Academic Section, All India Institute of Medical Sciences, Ansari Nagar, New Delhi 110029, India
 Email: academicsection@aiims.edu



ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi 110029, India

Application Form for Observership for Foreign Nationals

| | | |
|---|--------------------------|------------------|
| No. F. _____ | Date: _____ | Affix photograph |
| Observership Application for (select one only) | Short-Term / Long-Term | |
| 1. Name (in Capital Letters): | _____ | |
| 2. Father's Name: | _____ | |
| 3. Nationality: | _____ | |
| 4. Date of Birth: | _____ | |
| 5. Place of Birth: | _____ | |
| 6. Marital Status: | _____ | |
| 7. Academic Qualification: | _____ | |
| 8. Present working status (designation) with complete address of employer: | _____ | |
| 9. End date of current employment/course | _____ | |
| 10. Previous training/observership at AIIMS, New Delhi (if any) | _____ | |
| 11. Correspondence address of candidate: | _____ | |
| 12. Telephone/Fax No. | _____ | |
| 13. Email Address: | _____ | |
| 14. Contact (relative / Friend) Name, Address, E mail id and phone number in case of any Emergency: | _____ | |
| 15. Passport details | _____ | |
| | Citizenship: _____ | |
| | Passport No: _____ | |
| | Validity: _____ | |
| | issuing Authority: _____ | |
| 16. Proposed duration of stay in India (dates) | _____ | |
| 17. Name of the Department in which observership is required (Only one department name is to be specified): | _____ | |
| 18. Specify name of course/program if applicable: | _____ | |
| 19. Specific Period & Dates of observership: | _____ | |
| 20. Sponsored by (Please select one only): | _____ | |
| | University/College | |
| | Hospital/Institution | |
| 21. Name of sponsoring organization: | _____ | |
| 22. Sponsoring Authority Status/ Nature: | _____ | |
| 23. Brief (300 words) on reasons for coming to AIIMS (additional sheet may be attached) | _____ | |

DECLARATION: I do hereby declare that the information furnished above is true and correct to the best of my knowledge and I shall abide by the rules and regulation of the AIIMS and I will not use this observership for advertisement on letter head, visiting card, name plate etc

Sponsoring Authority (With Seal)

Please attach Sponsoring Authority letter in Original and Self-attested copies of all Certificates/Testimonials.

Signature of the Applicant



**ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi 110029, India**

Observership for Indian Nationals

1. Short-Term/ Long-term Observership will be provided to candidates sponsored by Government Institutions/Autonomous Bodies (Government Funded) /Defense Services only. The faculty of MCI recognized private medical colleges may also be allowed to undergo Short-Term/Long-Term observership. Applicants must continue to be in training/employment of the sponsoring institution till the end of observership at AIIMS, New Delhi.
2. Short-term/ Long-term observership will not be allowed to the private practitioners or undergraduate students. Students pursuing MSc or similar 2 year courses will be allowed observership for a maximum of 2 months.
3. The Institute does not permit compulsory rotating Housemanship / Internship. Candidates who are pursuing post graduation /Ph.D or any other degree in other institutions will not be allowed to do any Project Work / Thesis Work / Research Study/ Dissertation / Clinical Posting (which is part of their Degree/Course/Curriculum) in AIIMS, New Delhi.
4. Fee: Indian nationals, trainees from SAARC countries and from low income developing countries will be charged observership fee of Rs. 2000/- per month. However, candidates sponsored by the Defense Services will not be charged any fee.
5. The observership is arranged in consultation with the respective department/ discipline and the time and period of observership is decided mutually by the Department/discipline and candidate. **This observership does not lead to the award of any degree/diploma.**
6. Each department/discipline may make its own guidelines on minimum qualification required for acceptance for observership. Eligibility of a candidate for observership does not automatically entitle them for acceptance.
7. Presence of Short-Term/Long-Term Observers in a particular department should not affect the training of postgraduates/ residents in the department.
8. Observers will not be allowed hands on training/clinical work.
9. Applicants who have previously received training/observership at AIIMS, New Delhi may not be considered for repeated opportunities.
10. Only the Academic Section will issue certificate of Short-term/Long-term observership. Department will not issue any certificate to this effect.
11. The candidate has to sign an undertaking at the time of commencement of his/her observership regarding his/ her conduct and role and responsibilities during the observership (format of undertaking is enclosed). The candidate also has to sign an undertaking before joining that he will not use this observership for advertisement on letter head, visiting card, name plate etc.
12. Due to shortage of hostel accommodation, a candidate coming to the Institute for short term and long term observership has to make his/her own arrangements for stay. **The Institute does not provide any hostel accommodation.**
13. Candidates desirous of observership at this Institute shall be required to submit their bio-data along with photocopies of certificates/testimonials for evaluation. Candidates are also supposed to submit a write up (of not more than 300 words) defining objectives of his/her visit and his/her expectations from this observership along with the application. The application will be processed further by Academic Section if the Head of the Department accepts the candidates for such observership.
14. Candidates have to submit their applications routed through proper channel (i.e. from the appointing authority, the Administration / Through Headquarter/ Dean, Principal, Vice Chancellor of the Concerned University / Institution / Organization. **The Sponsoring Authority's letter in Original is required.** Application(s) forwarded by the Professor & Head of the Department(s) / Self Sponsored Candidate(s) will not be considered.
15. The dates of observership should be mutually agreed upon by the candidate & department.
16. A minimum of 3-4 weeks time may be given to this office to enable processing the papers and to complete the related formalities/official permission from the AIIMS authorities. Candidates are advised to report to AIIMS only when they receive a communication from AIIMS regarding the approval of dates of observership.

Application material may be sent to:

The Registrar, Academic Section, All India Institute of Medical Sciences, Ansari Nagar, New Delhi 110029, India
Email: academicsection@aiims.edu

Candidates are advised to fill up each & every column of the application form & read the instructions/ guidelines carefully before filling up the form. Incomplete applications will be rejected straightaway



ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi 110029, India

Application Form for Observership for Indian Nationals

No. F. _____

Date: _____

| Observership Application for (select one only) | Short-Term / Long-Term | Affix photograph |
|---|------------------------|----------------------|
| 1. Name (in Capital Letters): | _____ | |
| 2. Father's Name: | _____ | |
| 3. Date of Birth: | _____ | |
| 4. Permanent Address: | _____ | |
| 5. Correspondence Address: | _____ | |
| 6. Telephone/Fax No. & Email Address: | _____ | |
| 7. Contact (relative / Friend) Name, Address, E mail Id and phone number in case of any Emergency: | _____ | |
| 8. Academic Qualification: | _____ | |
| 9. Sponsored by (Please select one only): | University/College | Hospital/Institution |
| 10. End date of current employment/course | _____ | |
| 11. Previous training/observership at AIIMS, New Delhi (if any) | _____ | |
| 12. Name of the Department in which observership is required (Only one department name is to be specified): | _____ | |
| 13. Specify name of course/ program if applicable: | _____ | |
| 14. Specific Period & Dates of observership: | _____ | |
| 15. Name of sponsoring organization: | _____ | |
| 16. Sponsoring Authority Status/ Nature: | _____ | |
| 17. Working Experience (if any): Government/Autonomous Bodies (Government Funded)/Defence Services only. | _____ | |
| 18. If Employed/Working please provide name of Current Post / Designation Held & Date of Joining the Post: | _____ | |
| 19. Working as Regular / Temporary / Ad-hoc / Contract | _____ | |
| 20. Brief (300 words) on reasons for coming to AIIMS (additional sheet may be attached) | _____ | |

DECLARATION: I do hereby declare that the information furnished above is true and correct to the best of my knowledge and I shall abide by the rules and regulation of the AIIMS and I will not use this observership for advertisement on letter head, visiting card, name plate etc

Sponsoring Authority (With Seal)

Please attach Sponsoring Authority letter in Original and Self-attested copies of all Certificates/Testimonials

Signature of the Applicant



ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi 110029, India

Guidelines for organization of Conferences/ Courses/ Workshops/ CME/Symposiums etc.

1. The aim of organization of such events is to impart knowledge and training to suitably qualified health care professionals. AIIMS resources (manpower and others) are made available at nominal costs and must not be exploited. No financial gain must accrue to any individual AIIMS employee from conduct of such events. Gains, if any, must be utilized for common purposes such as infrastructure of the department or AIIMS, New Delhi.
2. Faculty member of any department can organise such programs. However, the program must relate primarily to the specialty of the organising faculty/ department.
3. The organiser must ensure suitability and basic qualification of the trainees for such events. Events should aim at improving skills of already qualified individuals and should not be used to impart training to unqualified individuals. Primacy of scientific exchange must be maintained for all events.
4. Workshops and courses should not be of more than 3 days duration.
5. A fee of Rs. 2000 is to be deposited with the Academic section for each workshop or course.
6. Approval of the Dean (Academics) must be obtained prior to the organization of each event. Applications must be submitted at least 6 weeks before the event.
7. If any foreign delegate is likely to participate/ be involved in performing live demonstration (including patient) the approval/clearance of the Medical Council of India (MCI) is required for which the organizers of the event are required to submit the detailed information in the prescribed format of Medical Council of India along with all required document with fee, so that the Academic Section may send the same to MCI for their approval. The MCI forms and other details are available on MCI websites www.mciindia.org. Instructions of the Government of India (Annexure 1) issued and modified from time to time in this regard must be followed.
8. Unless the activity is specifically organised on behalf of the Academic Section, no certificate for such courses will be issued by the Academic Section or Dean.
9. The Institute PAN number cannot be used for opening the account and for Income Tax purpose.
10. For all events where money is being collected either as delegate fee or received as sponsorships for the event, audited account of income and expenditure must be submitted to the Sr. FA with copy to the Dean (Academics) within 6 months of every event. Future events may not be permitted if this is not done.
11. No money may be spent to financially benefit any individual AIIMS employee or their families in cash or kind. Only genuine expenditure incurred for the conduct of the event is permitted.
12. Departmental events:
 - a. Certificate of attendance may state 'Organised by the Department of XXXXXX, AIIMS, New Delhi' and carry the AIIMS logo. The promotional material may be similarly designed.
 - b. Any savings from the conduct of the event may be utilized only for conducting future events of a similar nature by the department. Annual audited accounts of such departmental accounts must be submitted to the Academic section.
13. Events organised in collaboration with or under the aegis of independent societies/bodies:
 - a. The Dean (Academics) may grant permission for use of the AIIMS logo for such events.
 - b. If organised within AIIMS premises, certificate of attendance may state 'held at AIIMS, New Delhi'. The promotional matter for such events must not create any impression that the course or its content is approved by AIIMS, New Delhi.
 - c. If the event has been conducted on AIIMS premises, 25% of the savings must be deposited in to the designated AIIMS account.
 - d. Any savings from the event should be returned to the parent society/body and any account opened for this event must be closed. The society may, as per its rules, allow some part of the savings to be utilized for improving the infrastructure of the organizing department.

ANNEXURE-1**Instructions regarding participants from (1) Afghanistan, (2) China (3) Iraq (4) Pakistan (5) Sudan (6) Foreigners of Pakistan origin and (7) Stateless persons**

1. Participants from the countries listed above should submit a visa application at the Indian Mission / Post concerned. Copy of the invitation letter from the organizer, clearance from M/o Home Affairs for holding the event from security angle and political clearance from M/o External Affairs should also be submitted along with the visa application.
2. For nationals of above countries participating in the conference, information in the format given should be submitted to the Ministry of Home Affairs (Foreigners Division) at least thirty (30) days before the commencement of the said event/conference if the event is being organized in India by a Ministry or Department of the Government of India, State Governments or UT Administrations, Public Sector Undertakings, Central Educational Institutions, Public Funded Universities or an Organization owned and controlled by the Government of India or any State Government/UT, United Nations or its Specialized Agencies.
3. For nationals of above countries participating in the conference, information in the format given below should be submitted to the Ministry of Home Affairs (Foreigners Division) at Least sixty (60) days before the commencement of the said event/Conference if the event is being organized in India by private organizers- be it an NGO or a private institution.

Format for furnishing information

| S.N. | Name | Father's/ Husband's Name | Date of Birth | Place of Birth | Nationality & Passport No. | Date of Issue | Place of Issue | Date of Expiry | Address in country of residence |
|------|------|--------------------------------|------------------|-------------------|----------------------------------|------------------|-------------------|-------------------|---------------------------------------|
| | | | | | | | | | |

4. The Unique ID (File no.) of the online visa application submitted may also be furnished.
5. If the number of participants is more than 15, the information should be provided in soft copy in CD also.
6. For further information, FAQs on 'Conference Visa' under Frequently Asked Questions (FAQs) in MHA's website www.mha.nic.in/Fareigdiv/ForeigHome.html may be referred.
7. Applications/list of participants from the above mentioned countries not submitted in time are liable to be summarily rejected.



ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi 110029, India

**Application form for organization of Conferences/ Courses/ Workshops/
CME/Symposiums etc.**

| E-Office Number: | Date: |
|--|--------------|
| 1. Name of the Department | _____ |
| 2. Name of Faculty requesting permission | _____ |
| Designation: | _____ |
| Mobile phone number/ Internal phone | _____ |
| Email | _____ |
| 3. Title of event | _____ |
| 4. Subject area of event | _____ |
| 5. Conference/ Workshop/ CME/ Symposium/ Guest Lecture/ Others-please specify | _____ |
| 6. Proposed dates | _____ |
| 7. Venue | _____ |
| 8. Departmental/ Society/ Government body | _____ |
| 9. Expected number of attendees | _____ |
| 10. Registration fee | _____ |
| 11. Source/Sources of Funding | _____ |
| 12. Will bank account be opened for this activity? | _____ |
| If yes, provide details | _____ |
| 13. Last event conducted | _____ |
| Copy of accounts attached (Y/N) | _____ |
| (reason if 'N') | _____ |
| Account closed after last event (Y/N) | _____ |
| (reason if 'N') | _____ |
| 14. Previous event conducted for same society/ body | _____ |
| I/we have read the guidelines regarding conduct of such events and will abide by them. | |

Signature of applicant faculty

Forwarding (with comments) from HoD/ Chief of centre

PhD Guidelines 2020

Designation of the degree

The Ph.D degree awarded by the Institute shall be designated as Doctorate of Philosophy of the All India Institute of Medical Sciences. The title of the thesis shall be indicated in the certificate. The certificate for award of degree will state "The topic of his/her thesis was xxxxx".

Advertisement/notification

The admission in Ph.D. courses shall commence in the month of January and July every year. All vacant seats shall be advertised in national dailies in the month of September/October for January Session and February/March for July session. The last date of joining shall be 28th February and 31st August for the respective sessions.

Student eligibility for seats

A candidate seeking admission to the course of study leading to the award of a Degree of Doctor of Philosophy must possess at least one of the following qualifications:

1. (a) **Medical qualification:** MBBS/BDS with minimum 60% aggregate marks or MD/MS/MDS/ DM/M.Ch in the subject concerned or equivalent Diplomate of National Board of Examination degree. Candidates who have obtained any of these degrees from medical colleges which are not recognized or considered equivalent by the National Medical Commission shall not be eligible to apply.

(b) **Nursing Qualification:** Candidates holding M.Sc. degree with minimum 60% aggregate marks in Nursing Specialty will also be eligible for Ph. D admission in College of Nursing.
2. **Non-Medical:** For nonmedical candidates, eligibility shall be Master's Degree (two years course) awarded by Indian Universities or equivalent in the subject as per mentioned against each advertised PhD seat. Candidate should have at least 60% marks in the last eligibility examination qualified. Candidate possessing Masters Degree through distant learning course shall not be eligible.

Desired qualifications for non-medical candidates

The non-medical candidates should have preferably qualified in any one of the following national entrance tests in the last 2 years. Candidates who have qualified in above said examinations leading to award of fellowships will be given special weightage in the entrance examination as detailed in method of selection.

- Joint CSIR-UGC NET for JRF
- ICMR -- JRF
- ICMR- SRF
- DBT – JRF
- NBHM screening test
- Graduate aptitude test (GATE) ranking higher than 250
- INSPIRE fellowship

Candidates working under Central Govt./Semi Govt./Autonomous organization should submit their applications through proper channel i.e. employer. They will be required to submit a 'No Objection Certificate" from their employer before they are allowed to join the Ph.D Course.

Requirements for admission of foreign nationals

1. Foreign Nationals shall be required to fill in the prescribed application form indicating the choice of subject (only one subject) for admission to course leading to award of Ph.D degree.
2. The foreign nationals are required to send their applications **through Diplomatic Channel**. They shall also be required to appear in the Competitive Entrance Examination along with other candidates.
3. Seats shall not be reserved in any discipline for foreign nationals (except the bilateral agreement between the Government of India and any other nation)
4. Institute fellowship shall not be provided to Sponsored/Foreign candidates

Duration of the course

1. The duration of the course shall be the time period from registration to submission of thesis. The minimum period of registration in respect of all the candidates who are registered for Ph.D shall be three years. The maximum period of registration shall not exceed five years. Extension beyond the period of 5 years can be given for a maximum period of 6 months on the recommendation of Doctoral Committee and final approval by Dean/Director. Further extension beyond 5 years & 6 months can also be given by the Dean/Director for a maximum period of 6 months in highly exceptional circumstances (like medical exigencies, natural calamities etc) only for writing the thesis, subject to subsequent approval of the Academic Committee and such extension may not be given retrospectively. If thesis is not submitted within these timelines, the registration of the candidate may be summarily cancelled.
2. The Chief guide of Ph.D student shall give clear reason for the delay to the Academic Committee and must present the case before Academic Committee. In case of extension beyond 6 years without justifiable reasons and circumstances as mentioned above, the PhD registration of the candidate shall be cancelled.
3. Failure to submit thesis within stipulated time period of maximum 5yrs. with extension after approval upto 5½ years (6 years in exceptional circumstances by prior approval of Dean/Director and subsequent approval of the Academic Committee) shall lead to cancellation of PhD registration of the candidate.

Advertisement of seats

1. Every department should send a request about the number of seats to be advertised for a session.

2. The academic section should circulate a proforma for obtaining the requisite information from each department about the number of seats to be advertised for the session. This proforma should elicit all essential information required to decide eligibility of both the faculty member and the candidates. The proforma for seat request must be filled completely and correctly. If any information on the form is found to be incomplete, the seat will not be processed. If any information is found to be materially incorrect so as to impact eligibility for the seat requested, the faculty may be barred from applying for PhD seats for one year.
3. If a department imparts MSc training, MSc in that subject must be an eligibility criterion for all seats in that department.

Types of seats

1. **Own Fellowship (OW):** For applicants with their own fellowships from recognized Government agencies
2. **Fellowship Available in Funded project (FA):** For funded projects that can support the fellowship of a student for at least 1 year. For these seats, AIIMS will provide Institute Fellowship (IF) for a maximum of 2 years, anytime during the entire PhD course (within 5 years maximum registration only), to bridge any gap between fellowships within the projects. Candidates selected for FA seats will be automatically appointed to the fellowship posts within those projects for which they have been selected and no interviews will be held for selection of staff on these posts within the project. (If the fellowship has some restrictions on eligibility of candidates, this must be stated at the time of applying for the seat so that only eligible candidates are counseled/allotted for those seats.)
 - a. The application for the institute Fellowship (IF) will be sent by the candidate to the Dean Academic, with recommendation from the chief guide.
 - b. The candidate will not avail of two fellowships at the same time. In case of such an occurrence, the IF shall be refunded by the candidate.
 - c. The total amount and number of such IFs will be according to the prevalent amount and numbers as per decision of the AIIMS.
 - d. The maximum period of one IF shall be 6 months. Not more than four such IFs will be awarded during the entire period of registration (5 years). No IF will be allowed to candidates beyond 5 years of registration even if extension has been granted.
 - e. Candidate will not be eligible for the award or continuation of such fellowship during any extension period for submission of thesis.
 - f. No request for grant of IF shall be considered after getting thesis writing permission by the DC
3. **AIIMS Fellowship (AF):** AIIMS merit fellowships for PhDs: 40 fellowships will be provided by AIIMS each year (20 in each session) by merit, based on the results of stage 1+2+3 of the entrance exam using a common merit list of all seats.
 - a. To be eligible for AF, students must have scored at least 50% marks in each stage (1, 2 and 3) of the exam separately.
 - b. If AF awardees accept any other fellowship (including positions within projects), AF will cease and no research funds will be released from the AF.
 - c. AF students must have a research topic that is different from any project currently being run by the guide.

- d. AF students will have to be certified as VERY GOOD every 6 months for the fellowship to continue.
- e. The fellowship will initially be for 3 years, extendable by 2 years if approved by a committee constituted by Dean/Director. The committee will evaluate the DC comments, progress of research work, comments of the guide and general conduct of the student to arrive at the decision to extend the AF. The candidate will be expected to apply for grants/fellowships during the first 3 years so as to end dependence on AIIMS fellowship.
- f. Additionally, a maximum of Rs. 5 Lakhs per annum for 3 years will be allowed as research grant (for consumables only) to such fellows on approval of their project by the ethics committee and submission of thesis protocol after approval by the DC.
- g. Any default in the prescribed timelines for the PhD program will lead to cessation of the AF and deregistration from the PhD program.

Faculty eligibility to be Chief Guide for PhD

1. A faculty member must have completed the probation period (2 years) as faculty. For those with less than 2 years as faculty, exception on case-to-case basis, based on previous research experience and availability of funded projects may be granted by the Director.
2. Each faculty member may guide a maximum of 8 MD/MS/DM/MCh/PhD students at any time. This will include a maximum of 5 PhD students. However, if a faculty member is guiding more than 6 MD/MS/DM/MCh students, they will still be eligible to guide upto 2 PhD students, provided that they have fulfilled their UG and MD/MS/DM/MCh responsibilities regularly. (A current student will be one who has not submitted the thesis by the last date of application for seats.)
3. Seat applications:
 - a. OW seats: Faculty must have either an extramurally funded or collaborative inter-institutional AIIMS project with sufficient funds to support the research requirements of the candidate. The project must be approved by the AIIMS Research Section (with a Research Section ID number) for at least one year beyond the last date of application for PhD seats.
 - b. FA seats: Faculty must have a funded project approved by the AIIMS Research Section (with a Research Section ID number) with a position to support the stipend/fellowship of the PhD student for at least one year beyond the last date of application for PhD seats.
 - c. AF seats: Faculty must have completed 2 years as regular faculty at AIIMS, New Delhi and have been awarded at least one extra-murally funded research project while being faculty at AIIMS, New Delhi. Subject area of interest of the faculty must be declared in the request for AF seat, however no specific project can be declared. Candidates accepting AF seats will be expected to develop their own research area in consultation with the guide. A faculty may have at most 1 AF student at any time.
4. If a faculty is unable to secure fellowship support for an FA student who has also exhausted the Institute fellowship, no more FA seats will be permitted till fellowship is secured for the existing student.
5. Multiple seats on one project: Multiple seats for one project may be permitted only

for extramurally funded projects. If a faculty requests for more than one PhD seat for any project, the HoD must certify the availability of fellowship (for FA seats) and research funds for all such seats. If the project fails to sustain the fellowship and/or research requirements of any of the students on such seats, no more PhD seats will be permitted to the faculty and the HoD till the existing students have been provided fellowships and/or research funds.

6. The HoD must certify that funds for conduct of PhD are available as declared by the applicant faculty and department funds will not be used for conduct of PhD research.

Scientist/SRO as Chief Guide for PhD students:

Scientists/senior research officer shall be eligible to be the chief guide for PhD students subject to the condition that they fulfil the following requirements/guidelines:

1. They should hold a PhD Degree.
2. They should be the regular employee of AIIMS.
3. They should have at least 5 years experience after PhD as scientist/senior research Officer at AIIMS.
4. Any faculty (Medical or Non Medical) of the AIIMS who has expertise in the area of research, should be Co-Guide/Co-Guides.

Appointment of guide and co-guide

1. The Chief Guide and Co-Guide(s) shall not be closely related to the candidate.
2. Those with less than 3 years of service remaining should not be made Chief Guide.
3. At least one Co-Guide should be from the Department where the candidate is registered for Ph.D.
4. The Chief Guide and at least one of the Co-Guide(s) shall be able to take over each other's responsibilities in the event of protracted absence of any one of them from the Institute. In the event of Chief guide proceeding on protracted leave, the co-guide will be re-designated as chief guide and another co-guide will be appointed from the department.

Method of selection for PhD registration

Selection for Ph.D. registration will be through a three-stage performance evaluation as under:

Stage-1 (30 Marks): Aptitude test covering English (written and verbal skills), Biostatistics, Research Methodology, Cell Biology, Lab. Technology, etc.

Stage-2 (40 marks): Subject related test comprising of MCQ questions of MD/MS/MDS/M.Sc entrance level MCQ paper to be set up by Exam Section from the question bank generated with help of Departmental Faculty.

Stage-3 (20 marks): Departmental assessment (Examination section will issue guidelines for conduct of Departmental Assessment).

Examination and counselling

1. Computer-based online test of 90 minutes comprising of two stages (Stage 1 and 2)
2. Candidates scoring 50% marks in stage 1 and 2 combined (minimum 35 marks out of total 70 marks) will be eligible for the next stage.
3. Candidates 3 times in number of advertised seats, per subject, in order of merit based on their marks in Stage 1 and 2 combined will be called for stage 3.

4. Stage 3: Candidates will undergo a departmental viva/assessment for a maximum of 20 marks. 10 extra marks will be added to the score of those candidates who hold a Medical Degree (MBBS/ BDS/ MDS/ DNB/ MD/ MS/ DM/ M.Ch.) or M.Sc. (Nursing) or equivalent or those who have qualified in any one of the following entrance tests in the last 2 years: Joint CSIR-UGC NET for JRF, ICMR-JRF, ICMR-SRF, DBT-JRF, NBHM screening test, Graduate aptitude test (GATE) ranking higher than 250, INSPIRE fellowship.
5. The sum total of marks awarded in stages 1, 2 and 3 will be used to determine the final merit list of candidates. A minimum of 50% marks in Stages 1, 2 and 3 combined shall be eligible for admission.
6. Candidates may select any seat they wish to join based on their eligibility and merit order within each department through a process of counseling.
 - a. OW candidates may select seats under the OW, FA, or AF categories (if awarded AF) in the subject where they have taken the exam.
 - b. All other candidates may select seats under the FA or AF categories (if awarded AF) in the subject where they have taken the exam.
7. The exam section will determine the method of creation of the question paper, conduct of the exam, counseling, display of result and all other matters related to the selection process.
8. Candidates who fail to attend any of the stages of examinations as mentioned above will not be eligible for admission.
9. Admission to Ph.D. Course will be subject to the availability of research funds/fellowship/grant from recognized funding agencies.
10. After entrance examination result is declared, the selection letters will be issued by the Academic Section.

Fees (subject to change)

| | |
|------------------|---|
| Registration Fee | Rs. 25/- |
| Tuition fee | Rs. 720/- (3 years) |
| Laboratory fee | Rs. 120/- (3 years) |
| Pot fund | Rs. 720/- (3 years) |
| Hostel rent | Rs. 1080/- (3 years) |
| Gymkhana | Rs. 120/- (3 years) |
| Caution money | Rs. 100/- for the recovery of breakage's or loss of institute |

- This is the current fee structure and is subject to periodic revision
- All Fees and dues payable at the time of admission
- The Hostel Security deposit (refundable) i.e. Rs. 1000/-
- Fees and other charges including hostel rent once paid shall not be refunded in any case and no correspondence will be entertained in this connection. However, the caution money will be refunded to those candidates who do not join the course. The caution money must be claimed within one year after completion of the course failing which it will be forfeited

Rules for admission for in-service candidates (medical)

1. Members of the medical faculty can apply for registration to Ph.D. course as in-service candidate. He/She will be exempted from appearing in the entrance examination.
2. The individual should be a regular employee of the institute and should have rendered a minimum of two years of continuous service at the institute.
3. The individual should have minimum of 5 years of active service left in the institute at the time of application.
4. The medical faculty member should have at least 3 original research publications (not case reports) during the last three years immediately preceding the date of his/her application either as a first author or as a communicating author in a peer reviewed journal.
5. The candidate will be considered as in-service candidate provided that the Head of the Department should certify that the work of the department will not suffer and no additional staff will be asked for.
6. The candidate seeking admission under this category will have to identify a faculty member in the same department (senior to the candidate) who is willing to be the chief-guide of the candidate. The candidate should submit a letter of acceptance/undertaking from the concerned faculty member in this regard.
7. Each case will be considered by a specially constituted ad hoc committee comprising of:
 - a. Dean (Academic) – Chairman
 - b. Dean (Research)
 - c. Head of the department of the parent department where the candidate wishes to register for the Ph.D.
 - d. The faculty member who has consented to be the chief-guide of the candidate.
 - e. Two nominees of Dean from other related departments
 - f. Associate Dean (A) & Registrar – (Member Secretary)
8. One faculty member, out of every 5 working faculty members, in a particular department can be registered as Ph.D. candidates and not more than three candidates at a given time should be registered as Ph.D. candidates in a particular department.
9. The candidate seeking admission under this category will only be registered for Ph.D. in the same department in which he/she is working.
10. These guidelines will not be applicable to other staff member employed under various research schemes which are of tenure basis.
11. The medical faculty members who have registered himself/herself candidates will not be eligible to be guide / co-guide of any other Ph.D candidate in the Institute till he/she completes the Ph.D. However, he/she can continue to be guide/co-guide for MD/MS/MDS/DM/MCh./MSc candidates.
12. Senior Demonstrators in pre & para clinical departments will be eligible for Ph.D registration. However, they have to appear as an open candidate in the entrance examination. They cannot draw salary/fellowship from two sources.
13. Candidates pursuing PhD at AIIMS will be eligible for selection as Senior Demonstrators in pre & para clinical departments. However, they cannot draw salary/fellowship from two sources.

14. If the faculty member registering for PhD is already a Chief guide to other PhD candidates, he/she should surrender the guideship to the co-guide before taking up the PhD registration for himself/herself.

Rules for admission for in-service candidates (non-medical)

1. The individual should be a regular employee of the institute and should have rendered a minimum of five years of continuous service at the institute.
2. He/She should fulfill all the eligibility criteria for the Ph.D. course, and will appear in the entrance examination.
3. The individual should have 5 years of active service remaining in the institute.
4. The candidate should have a proven track record of active involvement in research / academic activities of the department. He/she should possess good written and verbal communication skills in English language to be certified by HOD/Chief of Center.
5. The candidate should have at least 3 original research publications (not case reports) during the last three years immediately preceding the date of his/her application either as a first author or as a communicating author in a peer reviewed journal.
6. The candidate will be considered as in-service candidate provided that the Head of the Department should certify that the work of the department will not suffer and no additional staff will be asked for.
7. The candidate seeking admission under this category will have to identify a faculty member in the Institute who is willing to be the chief-guide of the candidate. The candidate should submit a letter of acceptance/undertaking from the concerned faculty member in this regard.

Leaves and other rules for Ph.D courses

1. Ph.D students are entitled for 30 days leave every year and leaves of multiple years cannot be clubbed together. If leave availed exceeds 30 within a year, then the period beyond 30 days is treated as Extra Ordinary Leave and the minimum registration will be extended for the same duration as EOL. However, extraordinary leave (EOL) cannot be more than 3 months in the entire registration period of 5 years. Any such availment beyond 3 months may lead to the registration being cancelled.
2. Maternity and paternity leaves and other such statutory leaves shall be permitted as per existing rules but shall result in extension of minimum registration period by the number of days that they exceed 30 days in the year availed.
3. In case the Chief Guide recommends a candidate for specific training or project related work outside AIIMS (within India or abroad), the leaves shall be treated as on duty/Study leave. This study leave shall not be more than 6 months (1 year in case of collaborative projects under MoUs with AIIMS) in the entire registration period. The proof of acceptance of the candidate for such training/work outside should be submitted and on return, the report of such training/work done shall be required to be submitted to the Dean, by the candidate through the chief guide.

Institute funds for Ph. D work

Institute fund will be available for Ph.D students for buying essential consumables in case of delay of release of funds from the sponsoring agencies to carry the essential research work. This fund will be managed by Research section as done for the Intramural Research Grants for faculty members. The Chief Guide/faculty in-charge will apply for this fund.

1. Faculty members should apply to Research Section for funds for Ph.D Students under the existing scheme of intramural research grants and additional provision of funds will be made to Research Section for funding of Ph.D research.
2. Research protocol, detailed budgetary requirements etc. should be submitted to the Research Section.
3. The same procedure as followed for intramural research grant would be followed for such requests & funds would be disbursed through Research Section with intimation to Academic Section.
4. Faculty members of all the rank shall be eligible to apply for grant

Formation of doctoral committee (DC)

1. The Chief guide should submit to the Dean, a panel of experts for the constitution of Doctoral Committee for the candidate within three months (with extension of one month on prior approval of the Dean) of the candidate's registration.
2. During this initial period of three months after registration, the candidate is expected to familiarize himself/herself with the research projects being conducted in the Department/Lab of chief guide. The candidate is required to attend classes conducted by Research Section as part of basic induction into research.
3. He/she shall be invited to submit to the DC his/her proposal(s) for the project(s).
4. The Doctoral Committee shall include the Chief Guide, who will be the chairman of the committee, one or more Co-Guide(s) for the said thesis work, two faculty members from the department out of which one shall be Professor, and any other member(s) of the Faculty or postdoctoral research staff of any department of the Institute/and or of other teaching/research Institutions located in the Delhi area.
5. The Chief Guide and Co-Guide(s) shall not be closely related to the candidate.
6. At least one Co-Guide should be from the Department where the candidate is registered for Ph.D. The Chief Guide and at least one of the Co-Guide(s) shall be able to take over each other's responsibilities in the event of protracted absence of any one of them from the Institute. In the event of Chief guide proceeding on protracted leave, the co-guide will be re-designated as chief guide and another co-guide will be appointed from the department.
7. It is preferable to include a Biostatistician in the DC.
8. After registration, candidate must complete course in research methodology conducted by Research Section within 6 months of registration & should pass the exit exam.
9. The change of research project/Supervisor(s) of the Department may be permitted to a candidate provided it is recommended by the Doctoral Committee of the candidate concerned and approved by the Dean. Such changes shall be allowed only within the first six months of registration but under no circumstances later than one

year after the date of registration. However, no change of department shall be permissible under any circumstances at any point of time.

Foreign co-guides and rotation

1. Co-guides will be permitted from Institutions outside India with whom AIIMS has specific MoUs for such common guided PhDs.
2. Rotation/external training for a maximum period of 1 year during the 5 year registration period will be permitted at institutions of foreign co-guides as per clause 1 above. All expenses for such rotation will be borne by the candidate unless specifically approved by AIIMS.

Submission of thesis protocol

1. After the Doctoral Committee has been appointed by the Dean, the candidate shall prepare a detailed protocol underlining his proposed research plan clearly stating his objectives and methodology to be employed. The protocol should also contain a brief formulation of the experimental designs & the advice of a competent biostatistician should invariably be obtained.
2. Protocol shall be submitted to the Doctoral Committee, together with the faculty of the department, within 3 months of the formation of Doctoral Committee (but no later than 6 months from the date of registration). The Doctoral Committee together with faculty of the department will recommend the feasibility of the proposed research plan recommending such modification as they seem fit for further approval by Dean.
3. The protocol of research with proof of submission for ethics approval must be submitted within 6 months of registration with extension of one month on prior approval of the Dean.
4. Ethics Committee approval of the project must be submitted within 2 months of submission of the protocol.

Assessment of the work of the candidates

1. The progress of the candidate's work shall be periodically assessed by the Doctoral committee and a report regarding the same shall be submitted to the Dean through the Chief guide at the end of every 6 months. The grading of the candidate shall be done as Excellent/ good/ satisfactory/ poor. Any grading less than good is not acceptable. In case report of DC is below the accepted standard of good for two consecutive times the candidate will be given a warning and in case further DC reports mentions the same grading the registration of such candidates will be cancelled. The minimum rating must be Very Good in previous 2 DCs to remain eligible for Institute fellowship or AIIMS fellowship.
2. The Dean shall convey the candidate about the assessment report in writing (Excellent/good/Satisfactory/Poor), and should also advise the candidate about his/her short-comings.
3. In case during the registration period, in any two consecutive reports submitted by

the Doctoral to the Dean it is mentioned that the candidate is incapable of continuing the work of the desired standard, the Dean may then warn the candidate and give one more chance to improve his work during the next six months. In case at the end of this period, the work of the candidate is still unsatisfactory, his/her registration shall be cancelled by the Dean.

Thesis and examination

1. No candidate will be allowed to submit thesis without the express approval of the Doctoral Committee. The final Doctoral committee meeting should be held at least 6 months before the end of the maximum registration period (of 5 years or as the case may be) and once satisfied, the committee will grant writing permission to the candidate. The same will be informed to the Dean in the DC report which should include a brief resume of the work done.
2. Candidate must submit thesis within 6 months of grant of permission to write thesis. However extension for maximum upto 3 months can be given by the Dean on the recommendation of chief guide mentioning justifiable reasons.
3. For the award of degree of Doctorate of Philosophy the candidate shall submit four copies of his thesis along-with soft copy in CD/DVD not earlier than prescribed minimum period of 3 years and no later than the maximum period of registration (5 years or above as the case may be). The thesis shall be certified by both the Guide and by the Co-Guide(s) before its submission. No extension for this period will be granted under any circumstances.
4. The chief guide in consultation with the Doctoral committee shall submit a panel of examiners at the time of submission of the final Doctoral Committee report that is at least six months before the expected date of submission of the thesis (end of registration period). The panel shall include eight examiners (of whom up to three may be from abroad). The examiners, on the basis of their published work, should be acknowledged leaders in the field of study undertaken by the candidate. A reminder for the submission of such a panel will be sent by the academic section at least 9 months prior to the date of end of registration, so that this may be discussed during the final Doctoral committee meeting.
5. A board of four examiners shall be appointed by the Dean Examination with approval of competent Authority for assessment of the thesis. One of them shall be the Chief Guide of the candidate, who shall act as co-coordinator and internal examiner. The other three will be external examiners from the panel of examiners as above. In cases where the panel included members from abroad, one of the four examiners selected can be from abroad. However appointment of examiner's from abroad may not be necessary.
6. The examiners (including the foreign examiner) shall submit the evaluation report within the period of three months of receipt of thesis.
7. The foreign examiner may be requested to send some questions to be put to the candidate at the time viva voce examination to seek clarifications. These comments shall be made available to the examiners appointed for conducting the viva voce examination before the commencement of the viva voce examination.
8. After the thesis has been approved by the external and internal examiners, a public defence of the thesis will be held, as well as the viva voce examination to adjudge

the general proficiency of the candidate in the subject(s) allied to the candidate field of work.

9. Candidate shall be allowed to appear in public defence/viva voce only after having 2 publications in peer-reviewed Journal of Impact Factor (Journal Citation Reports) > 1.5 or one publication in Impact Factor more than 3.
10. There shall be a public defence of the thesis by the candidate. The topic, date and the time of the defence of thesis shall be announced by the Examination Section well in advance so that the Faculty members and others interested in the topic of the thesis can be present. At the viva voce examination, the candidate's general proficiency in the subjects allied to the field of his study shall also be evaluated. Those attending the public defence who are not members of the board of examiners, can also participate by asking relevant questions. The board of examiners shall take into consideration the views and criticism if any, of the Faculty members and others participating in the public defence of thesis. However, the result of the examination shall be decided solely by the members of the board of examiners.
11. The Public Defence Viva shall be conducted within three months of receipt of examiners's evaluation report. This viva voce examination and the public defence should be within the 6 months from the completion of registration period.
12. The candidate shall be entitled to appear at the defense of thesis viva voce examination only if the thesis is unanimously approved by the Board of Examiners for the thesis.
13. If the thesis is rejected by more than one examiner, it will stand rejected and shall not be referred to any other examiner.
14. In the event that the thesis is rejected by only one examiner, it will be referred to another examiner from among the approved panel. In case the thesis is approved by this examiner, it will be considered as unanimously approved.
15. If one or more examiner recommends re-submission of the thesis after modifications it shall be done within a maximum period of 3 months (6 months in case some new experiment is recommended) from the date on which the candidate is so informed by the Dean.
16. If the reports from all the external examiners are not received within 3 months, a copy of the thesis be sent to another examiner from amongst the approved panel.
17. The board of examiners for the viva voce examination shall consist of two external and two internal examiners. Ordinarily, the Chief guide and one the co-guides of the thesis will be the internal examiners. The external examiners, from India who assessed the thesis of the candidate will act as the external examiners at the viva voce examination.
18. In the event of non-availability of one of the external examiners who examined the thesis, another examiners from amongst the panel be called for the viva voce examination at the discretion of the Dean.

Result

1. The candidate shall be declared eligible for the award of the degree of Doctor of Philosophy only on the unanimous recommendations of the members of the board of examiners at the viva voce examination.
2. In case the examiners are not satisfied with the performance of the candidate in the above examination, the candidate shall be required to reappear for another viva

voce examination after a period of two months provided such specific recommendations is made by the board of examiners.

Conduct of PhD course

1. Hostel accommodation will be provided for a maximum of 5 years irrespective of the status of thesis, from the date of registration, as per availability.
2. A number of mandatory courses will be defined and developed for all PhD students where attendance and evaluation will be compulsory. A certificate will be issued for courses attended by the candidates.
3. Failure to fulfill any of the above clauses may lead to cessation of Institute fellowship/AIIMS fellowship (if provided) plus issue of caution memorandum on first default, warning on second default and the registration of the candidate may be summarily cancelled on third default.
4. The Dean may initiate an enquiry into the conduct of the guide/co-guide for failure to adhere to timelines, complaints, and for cancellation of student registration. Based on the recommendations of such enquiries, faculty may be barred from recruiting PhD students for variable periods of time and their existing students may be reassigned to other faculty. The committee may also recommend additional penalties if required.

College Of Nursing-AIIMS

Scheme & Rules of examination of B. Sc. (Hons.) Nursing course

Scheme of examination

| First year | | | | | |
|-------------|--|----------|----------|-------|------------|
| Paper | Subject | Duration | Internal | Final | Total |
| 1. | Anatomy & Physiology | 3 Hrs. | 50 | 50 | 100 |
| 2. | Nutrition & Biochemistry | 3 Hrs. | 50 | 50 | 100 |
| 3. | Nursing Foundation | 3 Hrs. | 50 | 50 | 100 |
| 4. | Psychology | 3 Hrs. | 50 | 50 | 100 |
| 5. | Microbiology | 3 Hrs. | 50 | 50 | 100 |
| 6. | English*§ | 3 Hrs. | 25 | 75 | 100 |
| 7. | Introduction to Computer**§ | | 25 | 75 | 100 |
| | Practical and Viva Voce | | | | |
| 1. | Nursing Foundation | | 100 | 100 | 200 |
| | TOTAL | | | | 900 |
| 8. | Hindi ***§ | | 25 | 75 | 100 |
| Second year | | | | | |
| Paper | Subject | Duration | Internal | Final | Total |
| 1. | Medical Surgical Nursing-i | 3 Hrs. | 50 | 50 | 100 |
| 2. | Pharmacology, Pathology, Genetics | 3 Hrs. | 50 | 50 | 100 |
| 3. | Community Health Nsg.-I | 3 Hrs. | 50 | 50 | 100 |
| 4. | Communication and Educational Technology | 3 Hrs. | 50 | 50 | 100 |
| | Practical & Viva Voce | | | | |
| 2. | Medical-Surgical Nursing-I | | 100 | 100 | 200 |
| | TOTAL | | | | 600 |
| Third year | | | | | |
| Paper | Subject | Duration | Internal | Final | Total |
| 1. | Sociology | 3 Hrs. | 50 | 50 | 100 |
| 2. | Medical-Surgical Nursing-II | 3 Hrs. | 50 | 50 | 100 |
| 3. | Child Health Nursing | 3 Hrs. | 50 | 50 | 100 |
| 4. | Mental Health Nursing | 3 Hrs. | 50 | 50 | 100 |
| | Practical & Viva Voce | | | | |
| 3. | Medical-Surgical Nursing-II | | 50 | 50 | 100 |
| 4. | Child Health Nursing | | 50 | 50 | 100 |
| 5. | Mental Health Nursing | | 50 | 50 | 100 |
| | TOTAL | | | | 700 |
| Fourth year | | | | | |
| Paper | Subject | Duration | Internal | Final | Total |
| 1. | Midwifery & Obstetrical Nsg. | 3 Hrs. | 50 | 50 | 100 |
| 2. | Community Health Nsg.-II | 3 Hrs. | 50 | 50 | 100 |
| 3. | Nursing Research & Statistics | 3 Hrs. | 50 | 50 | 100 |
| 4. | Management of Nursing Services & education | 3 Hrs. | 50 | 50 | 100 |
| | Practical & Viva Voce | | | | |
| 6. | Midwifery & Obstetrical Nsg. | | 50 | 50 | 100 |
| 7. | Community Health Nsg | | 50 | 50 | 100 |
| | TOTAL | | | | 600 |

Notes:

1. Anatomy and Physiology: Section A: Anatomy 25 marks; Section B: Physiology 25 marks
2. Nutrition and Biochemistry: Section A: Nutrition 30 marks; Section B: Biochemistry 20 marks
3. Pharmacology, genetics, pathology: Section A Pharmacology 25 marks; Section B Pathology 15 and Genetics 10 marks
4. Nursing Research & Statistics: Research 35 marks; Statistics 15 marks
5. * English Pass marks 33%
6. ** College exams, marks to be included in the marks sheet.
7. *** College exam, marks not to be included in the marks sheet.
8. \$ These papers will not be counted towards number of papers for promotion to next year.

Rules of Examination

1. 1st to 4th year final examination is held in May every year and supplementary examination is held in August i.e. after 6 weeks of final examination.
2. (a) The candidate must have minimum 40% marks in internal assessment in each paper to be eligible for appearing in final examination in that paper.

(b) A student must have minimum of 75% attendance (irrespective of the kind of absence) in theory and practical in each subject for appearing for examination. The candidate who is not allowed to appear in examination due to shortage of attendance will have to repeat the whole year with fresh requirement of attendance in theory as well as clinicals, practicals & internal assessment.
3. For 1st to 4th year examination, the candidate who fails in one or more papers will be given two additional chances (one supplementary and one subsequent regular exam) to pass in all the subjects. She will not be required to repeat the papers in which she has passed. The student who doesn't qualify in three attempts (including regular and supplementary and subsequent regular examination) will have to discontinue the course and her name will be stuck off from the rolls of the institute.
4. For 1st to 4th year examination, a candidate failing in either theory or practical examination in a subject will be required to repeat both theory and practical papers in the subsequent supplementary/regular examinations.
5. For 1st to 4th year examination, a candidate who fails in one or more papers in the main examination will be allowed to take the supplementary examination in August month. Weightage of 50 % will be carried forward for the internal assessment and 50% will be allotted to the supplementary examination. The same process will be applicable when they appear for the examination in subsequent year.
 - o A candidate who fails in more than two papers in supplementary examination will have to repeat the year and appear following year with regular examination. She will have to fulfill fresh assessment and attendance requirement.
 - o A candidate who fails in two or less number of papers in supplementary exam will be promoted to the second year. She will be allowed to appear for previous year papers in which she has failed, in the next regular examination.

6. For the 2nd year examination the candidate will be allowed to appear for final exam only after she has passed in all the subjects of 1st year.
7. For 3rd year examination the candidate will be allowed to appear for final exam only after she has passed in all the subjects of the 2nd year.
8. For 4th year examination the candidate will be allowed to appear for final examination only after she has passed in all the subjects of the third year.
9. Maximum duration of the B.Sc. (Hons.) Nursing course will be 8 years, beyond which no further chances will be given and her name will be stuck off from the rolls of the institute.
10. A student will be deemed to have passed in the subject if she obtains a minimum of 50% marks in each subject in theory and practical, and minimum of 33% marks in English.
11. A student, who absents herself from the examination without prior permission of Dean, will be deemed to have attempted the paper and failed in that examination.
12. For final calculation for each year for each theory paper and practical, 50% weightage is given to internal assessment and 50% for professional examination.
13. A student must have 100% attendance in each of the practical/clinical areas before award of the degree.

Schemes & Rules of examination of B. Sc. Nursing (Post Basic) Nursing course

Scheme of examinations

| First year | | | | | |
|-------------|--------------------------------|----------|----------|-------|-------------|
| Paper | Subject | Duration | Internal | Final | Total |
| 1. | Nursing Foundation | 2 Hrs. | 25 | 25 | 50 |
| 2. | Nutrition & Dietetics | 2 Hrs. | 25 | 25 | 50 |
| 3. | Biochemistry & Biophysics | 3 Hrs. | 50 | 50 | 100 |
| 4. | Psychology | 3 Hrs. | 50 | 50 | 100 |
| 5. | Microbiology | 3 Hrs. | 50 | 50 | 100 |
| 6. | Maternal nursing | 3 Hrs. | 50 | 50 | 100 |
| 7. | Child Health nursing | 3 Hrs. | 50 | 50 | 100 |
| 8. | Medical Surgical Nursing | 3 Hrs. | 50 | 50 | 100 |
| 9. | English (Qualifying)* | 3 Hrs. | 25 | 75 | 100 |
| | Practical and Viva Voce | | | | |
| 1. | Medical-Surgical Nursing | | 50 | 50 | 100 |
| 2. | Maternal Nursing | | 50 | 50 | 100 |
| 3. | Child Health Nursing | | 50 | 50 | 100 |
| | TOTAL | | | | 1100 |
| Second year | | | | | |
| Paper | Subject | Duration | Internal | Final | Total |
| 1. | Sociology | 3 Hrs. | 50 | 50 | 100 |
| 2. | Community Health Nursing | 3 Hrs. | 50 | 50 | 100 |
| 3. | Mental Health Nursing | 3 Hrs. | 50 | 50 | 100 |

| | | | | | |
|--|---|--------|----|----|------------|
| 4. | Introduction to nursing education | 3 Hrs. | 50 | 50 | 100 |
| 5. | Introduction to nursing administration | 3 Hrs. | 50 | 50 | 100 |
| 6. | Introduction to nursing research and statistics** | 2 Hrs. | 50 | - | 50 |
| | Practical & Viva Voce | | | | |
| 1. | Community Health Nursing | | 50 | 50 | 100 |
| 2. | Mental Health Nursing | | 50 | 50 | 100 |
| 3. | Research Project** | | 50 | - | 50 |
| | TOTAL | | | | 800 |
| Notes: | | | | | |
| 1. * Qualifying exam | | | | | |
| 2. ** College exams (No university exam) | | | | | |

Rules of Examination

1. 1st and 2nd year final examination is held in May every year and supplementary examination is held in August i.e. after 6 weeks of final examination.
2. Anatomy and Physiology, Pharmacology and Pathology will be integrated with relevant Clinical subject papers.
3. (a) The candidate must have minimum 40% marks in internal assessment in each paper to be eligible for appearing in final examination in that paper.

(b) A student must have minimum of 75% attendance (irrespective of the kind of absence) in theory and practical in each subject for appearing for examination. The candidate who is not allowed to appear in examination due to shortage of attendance will have to repeat the whole year with fresh requirement of attendance in theory as well as clinicals, practicals & internal assessment.
4. A candidate who fails or who does not present himself/herself for the examination in any subject, will be given two additional chances (one supplementary and one subsequent regular (exam) to pass in all the subjects. She will not be required to repeat the papers in which she has passed. The student who doesn't qualify in three attempts (including regular and supplementary and subsequent regular examination) will have to discontinue the course and her name will be struck off from the rolls of the institute.
 - o For 1st and 2nd year examination, a candidate failing in either theory or practical examination in a subject will be required to repeat both theory and practical papers in the subsequent supplementary/regular examinations.
 - o A candidate failing in the May examination can reappear in supplementary examination in the month of August i.e. 6 weeks after the final examination. Weightage of 50 % will be carried forward for the internal assessment and 50% will be allotted to the supplementary examination. The same process will be applicable when they appear for the examination in subsequent years.

- A candidate failing in any paper in 1st year shall be permitted to continue studies into the 2nd year, and he/she may appear in next supplementary exam/regular examination till he/she passes in all the subjects.
 - However, for 2nd year examination the candidate will be allowed to appear for final examination only after he/she has passed in all the subjects of the 1st year.
5. Maximum duration of the B.Sc. (Post Basic) Nursing course will be 4 years, beyond which no further chances will be given. He/She will have to discontinue the course and his/her name will be stuck off from the rolls of the institute.
 6. A candidate shall be deemed to have passed the first year B. Sc. Nursing (Post-basic) examination, if he/she obtains (i) not less than 50 (fifty) percent of the total marks separately in papers 1-8 & practical papers 1-3 of the main subjects and (ii) not less than 33 (thirty three) per cent of the total marks in paper 9 English - the qualifying subject.
 7. A student, who absents herself from the examination without prior permission of Dean, will be deemed to have appeared in the paper and failed in that examination.
 8. For final calculation for each year for each theory paper and practical, 50% weightage is given to internal assessment and 50% for professional examination.
 9. 100% attendance in Practical /clinical in each clinical area are essential before award of Degree.

Schemes & Rules of examination of M.Sc. Nursing course

Scheme of examinations

| First Year | | | | |
|-------------|---|----------|-------|------------|
| Paper | Subject | Internal | Final | Total |
| 1. | Advance Nursing & Allied subjects | 50 | 50 | 100 |
| 2. | Nursing Education | 50 | 50 | 100 |
| 3. | Research & Statistics | 50 | 50 | 100 |
| 4. | Clinical Nursing I | 50 | 50 | 100 |
| | TOTAL | | | 400 |
| Second Year | | | | |
| Paper | Subject | Internal | Final | Total |
| 1. | Nursing Management | 50 | 50 | 100 |
| 2. | Clinical Nursing II | 50 | 50 | 100 |
| | Practical & Viva Voce | | | |
| 1. | Clinical Nursing, Thesis viva, Nursing Education & Management | 150 | 150 | 300 |
| | TOTAL | | | 500 |
| | GRAND TOTAL | | | 900 |

Rules of Examination

1. The internal assessment shall be determined by evaluation of the student's day to day work, as well as on the basis of the results of the various class examinations and the performance in the tutorials, seminars etc. that are held during the whole course.
2. 1st and 2nd year final examination is held in May every year and supplementary examination is held in August i.e. after 6 weeks of final examination.

3. For 1st and M.Sc. examination, a candidate who fails in any subject, or who does not present himself/herself for the examination in any subject, may be admitted to one or more subsequent examinations. He/she shall be required to appear only in the subject or subjects in which he/she has failed
 - o A candidate failing in the May examination can reappear in supplementary examination in the month of August i.e. 6 weeks after the final examination. He/She will not be required to repeat the papers in which she has passed. Weightage of 50 % will be carried forward for the internal assessment and 50% will be allotted to the supplementary examination. The same process will be applicable when they appear for the examination in subsequent years.
 - o He/she shall be permitted to continue studies into the 2nd year, and appear in next year regular exam/supplementary examination till he/she passes in all the subjects.
 - o However, for 2nd year examination the candidate will be allowed to appear for final examination only after he/she has passed in all the subjects of the 1st year.
4. For 2nd year examination a candidate who fails in one or more papers of the 2nd year will be given further chances during supplementary and subsequent regular examinations till she passes in all subjects. He/She will not be required to repeat the papers in which she has passed. Weightage of 50 % will be carried forward for the internal assessment and 50% will be allotted to the supplementary examination. The same process will be applicable when they appear for the examination in subsequent years. He/She will be awarded the degree only on passing in all the 2nd year subjects.
5. For 2nd year examination, a candidate failing in either theory or practical examination in a subject will be required to repeat both theory and practical papers in the subsequent supplementary/regular examinations.
6. Maximum duration of the M.Sc. Nursing course will be 4 years, beyond which no further chances will be given and his/her name will be struck off from the rolls of the institute.
7. A candidate shall be deemed to have passed the first year M. Sc. Nursing examination if he/she obtains not less than 50 percent of the total marks separately in each paper.
8. A student, who absents herself/himself from the examination without prior permission of Dean, will be deemed to have attempted the paper and failed in that examination.
9. The candidate must have minimum 40% marks in internal assessment in each paper to be eligible for appearing in final examination in that paper.
10. For final calculation for each year for each theory paper and practical, 50% weightage is given to internal assessment and 50% for professional examination.
11. Leave - Candidates admitted to M.Sc. Nursing course will be entitled to 30 days leave in the first year and 30 days of leave in the second year of the course. If the leave is extended in a year, then the registration period is also extended and the examination is postponed to next regular/supplementary examination. The number of days of leave cannot be carried forward to next year.
12. Submission of Thesis – The last date for submission of thesis of M.Sc. nursing students is 31st January. Any student who does not submit his/her thesis on the aforementioned date may be given extension up to 15 days i.e. up to 15th February with the permission of the Dean. In case, he/she fails to submit the thesis within the extended period, i.e. by 15th February, then he/she will not be eligible to appear in the final examination.
13. A candidate shall be deemed to have passed the second year M. Sc. nursing examination if he/she obtains not less than 50 % of the total marks separately in all the papers.

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Second block of faint, illegible text, appearing as several lines of a paragraph.

Third block of faint, illegible text, continuing the document's content.

Fourth block of faint, illegible text, located in the lower portion of the page.

NOTE FOR THE GOVERNING BODY

Item No. G.B./08

TO CONSIDER THE MINUTES OF THE 119th ACADEMIC COMMITTEE MEETING HELD ON 19.05.2020 AT AIIMS, NEW DELHI.

INTRODUCTION:

The Governing Body at its meeting held on 18th September, 1997 while considering the action taken on the minutes of the Governing Body held on 4th April, 1997 observed as under:

“Noted: with regard to the action taken under Item GB(1), the Governing Body observed that all decision of the Standing Committee of the Institute having financial implications, should be brought forth before the Governing Body as an agenda item”.

ADMINISTRATIVE COMMENTS:

The minutes of the Academic Committee meeting held on 19.05.2020 are placed before the Governing Body for their approval except the item having financial implications, which are placed in the Standing Finance Committee separately.

APPROVAL SOUGHT:

In view of the above, the minutes of the Academic Committee meeting held on 19.05.2020 are placed before the Governing Body for consideration and approval.

This has the approval of Director, AIIMS, New Delhi.


REGISTRAR



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ALL INDIA INSTITUTE OF MEDICAL SCIENCES

Ansari Nagar, New Delhi-110029.

No.F.5-19/2020-Acad.II

Dated the: 28th May, 2020

MEMORANDUM

SUBJECT: Minutes of the 119th Academic Committee Meeting held on Tuesday, the 19th May, 2020 at 12.00 noon in the Dr. Ramalingaswami Board Room, AIIMS, New Delhi.

A copy of the approved minutes of the 119th Academic Committee Meeting held on 19th May, 2020 at 12.00 noon in the Dr. Ramalingaswami Board Room, AIIMS, New Delhi is forwarded to the members of the Academic Committee for kind information.

**(DR. RANDEEP GULERIA)
DIRECTOR &
MEMBER-SECRETARY
(Academic Committee)**

Distribution:

- **The Chairman**
- **All members of the Academic Committee**





All India Institute of Medical Sciences, New Delhi

Minutes of the 119th Academic Committee Meeting

Held on 19/02/2020 at 12 P. M. in Dr. Ramalingaswami Board Room, AIIMS, New Delhi

Through Video Conferencing

The following members attended the meeting:-

1. Dr. Mahesh B Patel: In Chair
2. Dr. D G Mhaisekar, Member
3. Dr. D S Rana, Member
4. Dr. Vijay Laxmi Saxena, Member, through phone
5. Dr. Rajiv Garg, DGHS, Member, through email
6. Dr. Randeep Guleria, Member-Secretary

Shri Amit Khare was unable to attend the meeting.

Following special invitees were also present:

1. Prof VK Bahl, Dean (Academic)
2. Prof. Chitra Sarkar, Dean (Research)
3. Prof. Subrata Sinha, Dean (Examination)
4. Prof. D. K. Sharma, Medical Superintendent, AIIMS Hospital
5. Prof. Rajeev Kumar, Associate Dean (Academic)
6. Prof. Vineet Ahuja, Associate Dean (Research)
7. Prof. Ashok Jaryal, Associate Dean (Exams)
8. Mr Neeraj K Sharma, Sr Financial Advisor
9. Prof. Sanjeev Lalwani, Registrar

The Chairman welcomed the members to the meeting. The following agenda items were taken up for discussion:

ITEM NO. AC/119/ 1: Minutes of the meeting of the 118th Academic Committee held on 06/02/2020

Minutes of the previous meeting were circulated to all members through e-mail. No comments received were received.

The minutes of 118th Academic Committee meeting were unanimously approved.



ITEM NO. AC/119/ 2: Action Taken on the Minutes of the meeting of the 118th Academic Committee meeting held on 06/02/2020

Presentation of the Action Taken report was deferred till the next meeting as no Governing Body meeting had been held after the previous Academic Committee Meeting.

ITEM NO. AC/119/ 3: To discuss the proposals for conduct of exams and academic classes during the COVID-19 pandemic.

The proposal regarding conduct of classes and exams online using simulated, virtual cases and video conferencing was discussed. The following were approved as a special, one-time measure, in view of the ongoing COVID-19 pandemic.

1. Theory papers will be held as per usual practice with social distancing norms. Answer sheets may be scanned and sent to the external examiners electronically for marking.
2. Practical exams may be conducted using simulated, virtual cases.
3. External examiners may be permitted to participate in the exam using video-conferencing. If a department feels that the exam can only be conducted physically and the existing examiners are unable to come for a physical exam, they may recommend replacement examiners who are eligible, and can physically come for the exam.
4. The result may be compiled through video-conferencing with electronic approval by the external examiners.
5. A virtual exam facilitation amount of Rs. 1000 (One Thousand) per examiner may be paid to external examiners conducting the exam virtually.
6. In order to ensure availability of sufficient manpower for tackling the COVID-19 pandemic, the tenure of all academic residents may be extended beyond 3 years and the rules of residency will apply to the extended period.
7. Departmental assessment for DM/MCh/Fellowship/MHA course entrance exam may be conducted through video-conferencing.
8. There will be no pre-professional exams for the supplementary exams and the marks allotted to the pre-professional exam will be transferred to the professional exam.
9. All other exams will be held as per feasibility and schedule announced by the Examination Section. Marks allotted to any internal exam that cannot be held will be transferred to the final exam.
10. Dates of start and end of semesters maybe modified as per feasibility.
11. Online classes will count towards the academic and attendance requirements of the students. Physical classes will begin when permitted by Government rules.
12. All vacations for undergraduate students may be cancelled.

In addition, the Academic Committee authorized Director, AIIMS to take decision in these matters on behalf of the Academic Committee in view of the ongoing Pandemic.



ITEM NO. AC/119/ 4: Any other matters

No other matters were discussed.

The meeting ended with thanks to the chair.



Academic Section AIIMS <academicsectionaiims@gmail.com>

Re: Approval of minutes of 119th Academic Committee Meeting held on 19.05.2020 - Draft Minutes for approval

1 message

dilip mhaisekar <dilip_mhaisekar@rediffmail.com>
To: Registrar AIIMS <aiims.reg@gmail.com>

Wed, May 20, 2020 at 5:52 PM

Sir

Minutes Approved of Academic council meetings of 19thMay2020.dr Mhaisekar

Sent from RediffmailNG on Android

From: Registrar AIIMS <aiims.reg@gmail.com>
Sent: Wed, 20 May 2020 16:50:24 GMT+0530
To: dr_maheshpatel@yahoo.com, dghs@nic.in, vijayashokkapur@gmail.com, vijaykanpur@rediffmail.com, vijaykanpur@yahoo.co.in, dilip_mhaisekar@rediffmail.com, Devinder Singh Rana <dsrana39@gmail.com>, "Dr. Randeep Guleria" <randeepguleria2002@gmail.com>
Subject: Approval of minutes of 119th Academic Committee Meeting held on 19.05.2020 - Draft Minutes for approval

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Respected distinguished members of the Academic Committee,

Sir/Madam,

A copy of the draft minutes of the 119th meeting of Academic Committee held on 19.05.2020 at 12.00 noon in the Dr. Ramalingaswami Board Room, AIIMS, New Delhi is enclosed herewith for your kind approval/comments if any. After approval of the minutes the same may be placed before the Governing Body meeting.

In this regard, it is therefore, requested to submit the comments if any, within seven days of the receipt of the mail so that, the minutes can be included as agenda in the forthcoming Governing Body Meeting for ratification.

Thanks & Regards,

Dr. Sanjeev Lalwani
Registrar, AIIMS, New Delhi



Academic Section AIIMS <academicsectionaiims@gmail.com>

Re: Approval of minutes of 119th Academic Committee Meeting held on 19.05.2020 - Draft Minutes for approval

1 message

Dr.Rajiv Garg <dghs@nic.in>
To: aiims reg <aiims.reg@gmail.com>

Fri, May 22, 2020 at 10:48 AM

Sir,
I am directed to convey you that Dr. Rajiv Garg, DGHS has approved the minutes of 119th Academic Committee meeting held on 19.05.2020.

Sr. PPS to DGHS

Thanks & Regards

PROF. (DR.) RAJIV GARG
MD (Ophth.) AIIMS
DIRECTOR GENERAL OF HEALTH SERVICES
Government of India
Ministry of Health & Family Welfare
Nirman Bhawan, New Delhi - 110108
Tel No. : 011-23061063 / 011-23061438 / email: dghs@nic.in

160

From: "aiims reg" <aiims.reg@gmail.com>

To: "dr maheshpatel" <dr_maheshpatel@yahoo.com>, "Dr.Rajiv Garg" <dghs@nic.in>, "Shri Amit Khare" <secy.dhe@nic.in>, vijayashokkapur@gmail.com, vijaykanpur@rediffmail.com, vijaykanpur@yahoo.co.in, "dilip mhaisekar" <dilip_mhaisekar@rediffmail.com>, dsrana39@gmail.com, randeepguleria2002@gmail.com
Cc: vkbahl2002@yahoo.com, rajeev02@gmail.com, drsanjeevlalwani@gmail.com
Sent: Wednesday, May 20, 2020 4:51:19 PM
Subject: Approval of minutes of 119th Academic Committee Meeting held on 19.05.2020 - Draft Minutes for approval

Respected distinguished members of the Academic Committee,

Sir/Madam,

A copy of the draft minutes of the 119th meeting of Academic Committee held on 19.05.2020 at 12.00 noon in the Dr. Ramalingaswami



Academic Section AIIMS <academicsectionaiims@gmail.com>

Re: Approval of minutes of 119th Academic Committee Meeting held on 19.05.2020 - Draft Minutes for approval

1 message

Devinder Singh Rana <dsrana39@gmail.com>

To: Registrar AIIMS <aiims.reg@gmail.com>

Cc: Dr Mahesh B Patel Member Institute Body AIIMS <dr_maheshpatel@yahoo.com>, Srinivasa Venkatesh <dghs@nic.in>, secy.dhe@nic.in, vijayashokkapur@gmail.com, vijaykanpur@rediffmail.com, dilip_mhaisekar@yahoo.co.in, dilip_mhaisekar@rediffmail.com, "Dr. Randeep Guleria" <randeepguleria2002@gmail.com>, Bahl VK <vkbahl2002@yahoo.com>, Rajeew Kumar <rajeew02@gmail.com>, "Dr. Sanjeev Lalwani" <drsanjeevlalwani@gmail.com>

Wed, May 20, 2020 at 6:18 PM

Dear Dr Sanjiv lalwani,

I approve the minutes attached.

Regards

DS Rana

DR D S RANA

(Padma Shri and Dr B C Roy Awardee)

Chairman, Board of Management

Chairman, Institute of Renal Sciences

Director, GRIPMER

SIR GANGA RAM HOSPITAL

NEW DELHI 110060

+91 98110 33984

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On Wed, 20 May, 2020, 16:50 Registrar AIIMS, <aiims.reg@gmail.com> wrote:

Respected distinguished members of the Academic Committee,

Sir/Madam,

A copy of the draft minutes of the 119th meeting of Academic Committee held on 19.05.2020 at 12.00 noon in the Dr. Ramalingaswami Board Room, AIIMS, New Delhi is enclosed herewith for your kind approval/comments if any. After approval of the minutes the same may be placed before the Governing Body meeting.

In this regard, it is therefore, requested to submit the comments if any, within seven days of the receipt of the mail so that, the minutes can be

included as agenda in the forthcoming Governing Body Meeting for ratification.

Thanks & Regards,

Dr. Sanjeev Lalwani
Registrar, AIIMS, New Delhi
Ph. +91-11-26594832, Fax : +91-11-26589766
All India Institute of Medical Sciences,
Ansari Nagar, New Delhi - 110029

NOTE FOR THE GOVERNING BODY

Item No. G.B/09

TO CONSIDER THE PROPOSAL TO TRANSFER PROF. SHYAM SINGH CHAUHAN FROM THE DEPARTMENT OF BIOCHEMISTRY TO THE DEPARTMENT OF BIOTECHNOLOGY AND TO APPOINT HIM AS HEAD OF THE DEPARTMENT OF BIOTECHNOLOGY AT THE AIIMS, NEW DELHI.

1. INTRODUCTION

- 1.1 Dr. Shyam C. Chauhan, Professor of Biochemistry vide his letter dated the 21st June, 2019 informed that consequent upon the retirement of Prof. J.S. Tyagi, the post of Head of the Department of Biotechnology is lying vacant. He has been teaching M. Biotechnology students for the past more than 25 years and have been Chief Supervisor or Co-Supervisor for several of them. He has also been part of the Biotechnology teaching advisory committee for the past eight years and therefore, well versed with the function of the Department.
- 1.2 He has further informed that in addition to this, he has been Chief Supervisor of 18 Ph.D., 7 M.D. and 8 M.Sc. students published approximately 100 original research papers, invited reviews and chapters in books. He has also served as Head of Biochemistry Department from February, 2016 to December, 2017. For other academic achievements, he has submitted his brief resume/bio-data for the above purpose.

With this teaching, research and administrative experience, he has requested that he may be considered to serve as Head of the Department of Biotechnology Department. His request has been strongly recommended and forwarded by the Professor & acting Head, Department of Biotechnology. The above request of Dr. Shyam S. Chauhan is placed at Annexure-I.

2. ADMINISTRATIVE COMMENTS

- 2.1 Dr. Y.D. Sharma was appointed to the post of Professor in the Department of Biotechnology under the mode of Direct Recruitment on 18.06.198 against sanctioned post of Professor at that time. Dr. Y.D. Sharma retired from the service of the Institute on 31.07.2016 (A.N.). The post of Professor of Biotechnology under the mode of Direct Recruitment is vacant since then.
- 2.2 After retirement of Dr. Y.D. Sharma from the service of the Institute on 31.07.2016 (afternoon), Dr. J.S. Tyagi was appointed as Head of the Department of Biotechnology w.e.f. 01.08.2016. Dr. J.S. Tyagi retired from the service of the Institute on 31.05.2019 (afternoon).

2.3 At present, total faculty members in the Department of Biotechnology on regular/ contract basis as under:-

- i) Dr. Anushree Gupta, Associate Professor.
- ii) Dr. Rupesh Kumar Srivastava, Assistant Professor
- iii) Dr. Bhupendra Kumar Verma, Assistant Professor.
- iv) Dr. Shirish Kumar, Assistant Professor .
- v) Dr. Sumit Rathore, Assistant Professor.
- vi) Dr. Chanhhal Kumar, Assistant Professor (Contract).
- vii) Dr. Upasana Bedi Chananan, Assistant Professor (Contract)

Dr. Anushree Gutpa, Associate Professor of Biotechnology was eligible for promotion to the grade of Additional Professor of Biotechnology under APS for the batch of 01.07.2013 as her 1st chance, but she did not apply. She was eligible to be considered for promotion of the aforesaid grade for the batch of 01.07.2014, as her 1st chance, but she was declared Unfit by the Standing Selection Committee. Now, as per APS guidelines, she was also eligible for promotion of the aforesaid grade for the batch of 01.07.2015 as her 2nd chance, but she did not apply.

Since, no faculty member is in a position to take the charge of HOD of Biotechnology, Director, AIIMS, New Delhi had given the charge of HOD of Biotechnology to Dr. Subrata Sinha, HOD of Biochemistry as Additional Charge w.e.f. 01.06.2019.

Department of Biochemistry has sanctioned strength of 17 faculty members. All 17 are in position. At present, Department has 7 Professors in position (Details are at 'A'). Transfer of Dr. Shyam S. Chauhan will have no adverse impact on working of Department of Biochemistry.

2.4 Recruitment Rules for post of Professor of Biotechnology:-

1) Essential Qualification & Experience for Non-Medical Candidates:-

- i) A postgraduate qualification i.e. Master's Degree in Life Science or Immunology or Biochemistry or Microbiology or Genetic.
- ii) Doctorate Degree of a recognized University.
- iii) Fourteen years teaching and/or research experience in a recognized Institution in the subject of specialty after obtaining the qualifying Degree of Ph.D. or a qualification recognized equivalent thereto

2). Essential Qualification & Experience for Medical Candidates:-

- i) A medical qualification included in Schedule I & II or part-II of the third schedule of the Indian Medical Council Act of 1956 (candidates possessing the qualifications included in Part-II of the third schedule should also fulfill the conditions specified in Section 13 (3) of the Act.
- ii) A postgraduate qualification i.e. MD or a recognized qualification equivalent thereto in the discipline/subject.
- iii) Fourteen years teaching and/or research experience in a recognized Institution in the subject of specialty after obtaining the qualifying degree of MD or a qualification recognized equivalent thereto.

Dr. Shyam S. Chauhan has been teaching M. Biotechnology students for the post more than 25 years and has been chief supervisor or co-supervisor for several of them and having experience in the Biotechnology field.

The list of thesis of topics for the 18 Ph.D. 7 MD and M. Sc thesis who have been research work in Biotechnology Department is attached at Annexure-II.

- 2.5 Dr. Shyam S. Chauhan had joined as Assistant Professor in the Department of Biochemistry on 29.05.1992 at the AIIMS, New Delhi and promoted to the grade of Associate Professor and Additional Professor under Assessment Promotion Scheme (APS) from time to time. Dr. Shyam S. Chauhan was appointed to the post of Professor in the Department of Biochemistry under the mode of Direct Recruitment on 23.09.2005 against sanctioned post of Professor at that time and presently working right now. Dr. Shyam Singh Chauhan has more than 28 years of academic & research experience in that field. The date of birth of Dr. Shyam S. Chauhan is 05.11.1958 and will be superannuated from the service of the Institute on 30.11.2023 (65 years).
- 2.6 In accordance with the Item No. 37 of the Scheduled - I of the AIIMS Regulations, 1999 (as amended), the Governing Body is competent authority to transfer an Institute Group 'A' employee from one post to another post. Since, Dr. Shyam S. Chauhan is holding a Group 'A' post, approval of the Governing Body is required for his transfer from the post of Professor of Biochemistry to the post of Professor of Biotechnology at the AIIMS, New Delhi.
- 2.7 In the past, also such arrangements/transfer have been made with approval of the Governing Body as follows:-


- i) Dr. T.K. Chattopadhyay was initially appointed as faculty member in the Department of Surgical Disciplines at this Institute and later on transferred to the Department of G.I. Surgery & Liver Transplantation, after retirement of Head of the G.I. Surgery & Liver Transplantation, Dr. S. Nandy from the service of the Institute.
- ii) Dr. Anand Kumar and Dr. Neeta Singh were initially appointed as faculty members in the Department of Physiology and Department of Reproductive Biology respectively. Later on Dr. Anand Kumar was transferred to the Department of Reproductive Biology. Dr. Neeta Singh was transferred to the Department of Obst. & Gynae with the approval of the Governing Body at that time.

3. APPROVAL SOUGHT

In view of the above, it is proposed that the following is put up to the Governing Body for kind consideration & decision:-

- a) To consider a proposal to transfer Prof. Shyam Singh Chauhan from the Department of Biochemistry to the Department of Biotechnology and to appoint him as Head of the Department of Biotechnology at the AIIMS, New Dehi. After superannuation of Dr. Shyam Singh Chauhan on 30.11.2023, the post of Professor to be vacated by him will be transferred back to the Department of Biochemistry.
- OR
- b) To consider a proposal to appoint Prof. Shyam Singh Chauhan as Head of the Department of Biotechnology till alternative arrangements are made.

This has the approval of the Director, AIIMS, New Delhi.


Deputy Director (Administration)

30 AUG 2019

Department of Biochemistry
All India Institute of Medical Sciences
Ansari Nagar, New Delhi-110029

Annexure-I

The Director
All India Institute of Medical Sciences
Ansari Nagar, New Delhi-110029

August 28, 2019

संकाय संख्या / Faculty Cell
3-9-19
दिनांक / Date
पत्र सं. / No. / पत्रिका सं. / TS No. 231

(Through proper channel)

Sir,

In continuation of my letter dated June 21, 2019 (copy enclosed) expressing my willingness to serve as head of Biotechnology department. I wish to hereby elaborate on the following points:

1. If required I may be transferred to the department of Biotechnology. This may be a personal transfer and the post that I am holding may revert back to department of Biochemistry after my superannuation (30th November, 2023). Therefore, my transfer to Biotechnology would not affect the sanctioned strength of Biochemistry faculty in the long run.
2. I have been teaching M Biotechnology students for the past more than 25 years and have been chief supervisor or co-supervisor for several of them. I have also been part of the Biotechnology teaching advisory committee for the past eight years and therefore well versed with the functioning of the department.
3. I have been chief supervisor of 18 Ph.D. 7-M.D and 8-M.Sc. students, published approximately 100 original research papers, invited reviews and chapters in books.
4. I have also served as head of Biochemistry department from Feb 2015 to December 2017. With this teaching, research and administrative experience I will be able to provide leadership to the young faculty colleagues and contribute to the progress of Biotechnology department.
5. My shifting to Department of Biotechnology will not hamper the growth of other faculty members because by the time, the senior most person in the department is eligible to head the department I will superannuate.
6. Currently I am chief supervisor of 5 Ph.D. students in Biochemistry department. Since there is acute shortage of space in Biotechnology department I may kindly be permitted to retain my research laboratory in the Biochemistry department till these students submit their thesis.

Thanking you

Sincerely yours

(Shyam S. Chauhan)
Professor of Biochemistry

Strongly recommended and forwarded. I agree with all the points put forward in the letter.

Subant Sankar
22/8/2019

May be put upon next A.B meeting

CAC

28/8/19

Director's Secretariat, A.I.I.M.S.
सं. आ. प्र. आ. सं. / E-Office No. 60/4410
दिनांक / Date 28/8/19

(R) Link to put up with proposal Form

29/8/19

Department of Biochemistry
All India Institute of Medical Sciences
 Ansari Nagar, New Delhi-110029

The Director
 All India Institute of Medical Sciences
 Ansari Nagar, New Delhi-110029

June 21, 2019

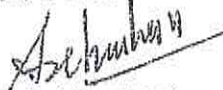
(Through proper channel)

Sir,

Consequent upon the retirement of Prof. Jaya Tyagi, the post of head of Biotechnology department has fallen vacant. I have been teaching M Biotechnology students for the past more than 25 years and have been chief supervisor or co-supervisor for several of them. I have also been part of the Biotechnology teaching advisory committee for the past eight years and therefore well versed with the functioning of the department. In addition to this I have been chief supervisor of 18 Ph.D. 7-M.D. and 8-M.Sc. students, published approximately 100 original research papers, invited reviews and chapters in books. I have also served as head of Biochemistry department from Feb 2016 to December 2017. For other academic achievements I am herewith enclosing copy of my brief bio-data. With this teaching, research and administrative experience I hereby offer to serve as Head of Biotechnology department if you consider me worthy of the same.

Thanking you

Sincerely yours


 (Shyam S. Chauhan)
 Professor of Biochemistry

Strongly recommended and forwarded.

Subrata Sinha
 21.06.2019



Dr. SUBRATA SINHA, MD, Ph.D
 Professor & Head
 Deptt. of Biochemistry
 All India Institute of Medical Sciences
 New Delhi-110029

Curriculum Vitae

Name: Dr. Shyam. S. Chauhan
Designation: Professor and Former Head
Complete Postal Address: Department of Biochemistry
 Ali India Institute of Medical Sciences
 Ansari Nagar, New Delhi- 29
Educational Qualifications: M.Sc. (Biochemistry)-Kurukshatra University
 Ph.D. (Medical Biochemistry) Delhi University
Postdoctoral Training: University of Pennsylvania School of Medicine,
 Philadelphia, USA, and National Cancer
 Institute, NIH, Bethesda, USA.

Awards and Honors: AIIMS Excellence Research Award-2018,
 Fellow of The National Academy of Sciences, Allahabad (FNASc.)-2018,
 Fellow of National Academy of Medical Sciences (FAMS)-2017,
 Fellow of Indian Academy of Biomedical Sciences (FIABS)-2017,
 Prof. T.N. Pattabhiraman Oration Award of ACBI-2015,
 Mrs. and Dr. G.P. Talwar Oration Award of ACBI-2004,
 Fogarty International Research Fellowship to work as a visiting scientist at
 National Cancer Institute, NIH, Bethesda, MD, USA, (1999-2000),
 FIMSA Bursary Award-1996.

Membership of Professional Bodies: Association of Clinical Biochemists of
 India, Society of Biological Chemists (India), Indian Association for Cancer
 Research, Indian Immunology Society, International Society for Heart
 Research.

Member Editorial Board: Research and Reports in Biochemistry, Indian
 Journal of Clinical Biochemistry.

Teaching and Research Student Guidance: Teaching Biochemistry,
 Molecular Biology and Cell Biology to M.B.B.S., M.Sc. & MD Biochemistry
 as well as M. Biotechnology, students since 1992.

Has been chief guide of 18 Ph.D., 7 MD and 7 M.Sc. Students.

Publications: Published > 100 original research papers, invited reviews and
 chapter in books.

Others:

Chairman, Biosafety Committee, AIIMS, New Delhi

Member, Library Committee, AIIMS, New Delhi

Member Research Advisory Committee AIIMS, Jodhpur

Member Board of Studies, Central University Haryana,

Member of Multiple project review committees of various national funding
 agencies.

Reviewer for various national and international scientific journal.

Prof. Shyam S. Chauhan
Supervision of Biochemistry and Biotechnology Students

| Ph. D. Chief Supervisor of Biochemistry Students | | | |
|---|----------------------------|---|---------------------------|
| | Name | Title of the Thesis | Date of Submission |
| 1. | Siddharth Mehra | Expression of Cysteine Proteases in Human Gallbladder Cancer. | November, 2017 |
| 2. | Garima Pandey | Biological and Clinical Significance of Cathepsin L and B in Pediatric Acute Myeloid Leukemia. | March, 2017 |
| 3. | Mansi Manchanda | Regulation of Cathepsin L and B by Hepatotoxic Agents | November, 2015 |
| 4. | Manish Kumar | Clinical Significance of hnRNPD, PTEN, EB1 and S100A2 Proteins in Oral Carcinogenesis | March, 2015 |
| 5. | Ratnakar Singh | Study of PTEN Regulated Genes in Human Glioblastoma Cells. | October, 2013 |
| 6. | Subhash Chand Prajapati | Expression and Role of Dipeptidyl Peptidase III in Cell Lines and Malignant Tissues of Human Origin. | July, 2013 |
| 7. | Satyendra Chandra Tripathi | Study of Potential Cancer Markers and Drug Targets in Head and Neck Cancer. | January, 2012 |
| 8. | Raghibul Hasan | Clinical and Functional Characterization of Genes with Altered Expression in Esophageal Cancer. | July, 2011 |
| 9. | Riyaz Ahmad Mir | Regulation of Lysosomal Cysteine Protease Cathepsin L Expression by acetaldehyde | August, 2010 |
| 10. | Muzafar Ahmad Macha | Molecular basis of suppression of tobacco induced oral carcinogenesis by plant derived products | May, 2010 |
| 11. | Misti Sarin | Study of Expression of Cathepsin(s) in Human Leukemia | March, 2010 |
| 12. | Rahul Katara | Role of p53 Status on Human Cathepsin L Expression in Glioblastoma cells | February, 2010 |
| 13. | Abhay Anand Shukla | Cloning and Characterization of Human Dipeptidyl Peptidase III Promoter. | January, 2009 |
| 14. | Shivani Mittal | Post Transcriptional Regulation of Human Cathepsin L Expression. | August 2006 |
| 15. | Ruby Dhar | Role of hCG, IL-1 α and IL-1 γ during trophoblast differentiation proliferation and apoptosis | February, 2005 |
| 16. | Poonam Sansanwal | Cloning and Characterization of a Human Cathepsin L Like cDNA | August, 2003 |
| 17. | Puneet Seth | Cloning and Characterization of Human Cathepsin L Alternate Promoter | August, 2003 |

| | | | |
|--|---------------------|---|---------------------------|
| 18. | Radhika Bakshi | Cloning and Characterization of the Human Cathepsin L Promoter | August, 1999 |
| 19. | Ashish Goel | Regulation of Human Cathepsin L Expression in Malignant Cells | July, 1999 |
| Ph.D. Co-Supervisor of Biotechnology Students | | | |
| | Name | Title of the Thesis | Date of Submission |
| 1. | Md. Tauqeer Alam | Immunobiochemical Characterization of 40-kDa and a 75 kDa Putative <i>Plasmodium vivax</i> tryptophan rich antigens | August, 2008 |
| 2. | Sumiti Vinayak | Studies on putative IspG (GcpE) and IspH (Lyt B) of <i>Plasmodium falciparum</i> Involved in Non-mevalonate Pathway of Isoprenoid Biosynthesis. | August, 2007 |
| 3. | Asim Anees Siddiqui | Studies on the Apicoplast genome of the Human Malaria Parasite <i>Plasmodium vivax</i> | February, 2007. |
| 4. | Anwar Ahmed | Studies on the Apicoplast Genome of the Human Malaria Parasite <i>Plasmodium falciparum</i> | February, 2007 |
| 5. | Ritu Sarin | Studies on the Expression of Bacterial Thioredoxin and Heat Shock Metalloprotease Gene. | August, 2004 |
| 6. | Neetu Sud | Studies on a <i>Plasmodium falciparum</i> Protein Homologous to <i>Plasmodium vivax</i> Heat Shock Protein Bearing Metallo-protease Motif. | August, 2002 |
| 7. | Gargi Bagchi | Transcriptional Regulation of <i>Mycobacterium tuberculosis</i> . Identification of Structural Genes Under the R Control. | August, 2002 |
| 8. | Indu Sharma | Sequence Analysis of the 6kb Element of the Human Malaria Parasite <i>Plasmodium vivax</i> | July, 2001 |
| 9. | O K. Raina | Further Characterization of Knob Associated Histidine Rich Protein Gene of Malaria Parasites | March, 1999 |

MD Chief Supervisor of Biochemistry students

| | Name | Title of the Thesis | Date of Submission |
|----|----------------------|---|---------------------------|
| 1. | Jasmeen Gupta | To Assess the Utility of Cathepsin L and Cathepsin B as Universal Biomarkers of Cancer. | June, 2019 |
| 2. | Prajwal A. | To Study the Role of MIG 6 in Oral Carcinogenesis. | December, 2017 |
| 3. | Anurag Kumar | A study on clinical significance of 14-3-3 and prothymosin in glioma. | December, 2016 |
| 4. | Saket Sinha | Effect of Curcumin on Expression of Human Cathepsin L in Glioblastoma Cells | June, 2010 |
| 5. | Lokesh Sharma | Role of AAAT Region on Human Cathepsin L Expression. | November, 2006 |
| 6. | Ganesan Keerthivasam | Identification and Characterization of Functional Regulatory Motifs in Human Cathepsin L Promoter | November, 2002 |
| 7. | Divya | Expression of cathepsin L in human placenta at different stages of gestation | June, 1997 |

Chief Supervisor of M.Sc. Biochemistry Students

| | Name | Title of the Thesis | Date of Submission |
|----|--------------------|---|---------------------------|
| 1. | Deepika Verma | The Expression and Clinical Significance of Serum MicroRNAs in Human Gallbladder Cancer | January, 2019 |
| 2. | Vikas Kumar | To Study the Transcriptional Regulation of hnRNP/Auf-1 in Oral Cancer. | February, 2016 |
| 3. | Purna Jain | Regulation of Cysteine Cathepsins by Oncogenic K-ras in Hepatic Cells. | January, 2013 |
| 4. | Bodhisattva Mondal | Expression and Localization of Human Dipeptidyl Peptidase III in Tumor cell lines. | January, 2009 |
| 5. | Amanpreet Kaur | Transcriptional Regulation of Dipeptidyl Peptidase III in Ovarian Carcinoma Cell Lines. | January, 2009 |
| 6. | Misti Jain | Identification of Oncogene Response Elements in Human Cathepsin L Promoter | January, 2004 |
| 7. | Shilpa | The Interrelationship between VEGF and Cathepsin L Expression in Malignant Cells | January, 2003 |

Co-Supervisor of M. Biotechnology Students

| | Name | Title of the Thesis | Date of Submission |
|----|---------------|--|--------------------|
| 1. | Deepak Grover | Analysis of Upstream Region of PVSHP Gene | February 1999 |
| 2. | Anupama Ahuja | Prevalence of myc Gene Family Polymorphism in Indian Population | February 1996 |
| 3. | Shilpi Soni | To Generate Tools for Allelic Exchange in <i>Mycobacterium tuberculosis</i> . | February, 1999 |
| 4. | Ekta Sirohi | Screening of <i>Plasmodium vivax</i> cDNA Library for Ca ²⁺ ATPase 4 Gene | February, 1997 |

Both Dr. Shyam S. Chauhan and Dr. Jaya Tyagi (the previous Head of Biotechnology department) have done Ph.D. (Department of Biochemistry, V.P. Chest Institute, University of Delhi) and post-doctoral training (Laboratory of Molecular Biology, National Cancer Institute, NIH, Bethesda, MD, USA) from the same institutes.

DEPARTMENT OF BIOCHEMISTRY

| Name of the post | Sanctioned Strength | In position | | | | Vacancy |
|--|---------------------|-------------|---|--------|----------|-----------|
| | | No. | Name | Mode | Category | |
| Professor | 02 | 07 | Dr. Subrata Sinha | Direct | UR | -- |
| | | | Dr. Shyam Singh Chauhan | Direct | UR | -- |
| | | | Dr. M.R. Rajeswari | APS | UR | -- |
| | | | Dr. P.P. Chattopadhyaya (Tissue & Organ Culture) | APS | UR | -- |
| | | | Dr. Kalpana Luthra | APS | UR | -- |
| | | | Dr. Alpana Sharma | APS | UR | -- |
| | | | Dr. Kungzang Chosdol | APS | ST | -- |
| Additional Professor | 01 | 02 | Dr. Sudip Sen | APS | UR | -- |
| | | | Dr. Archana Singh-I | APS | UR | -- |
| Associate Professor | 03 | 04 | Dr. J.K. Palanichamy | Direct | UR | -- |
| | | | Dr. Subradip Karmarkar | Direct | OBC | -- |
| | | | Dr. Archana Singh-II | Direct | SC | -- |
| | | | Dr. Pragyan Acharya | Direct | UR | -- |
| Assistant Professor :- Biochemistry | 10 | 04 | Dr. Riyaz Ahmad Mir | Direct | UR | -- |
| | | | Dr. Pramod Kumar Gautam | Direct | SC | -- |
| | | | Dr. Rakhee Yadav | Direct | OBC | -- |
| | | | Dr. Siddhartha Kundu | Direct | (UR) | -- |
| | | | | | | -- |
| Tissue & Organ Culture | 01 | -- | -- | -- | -- | -- |
| TOTAL | 17 | 17 | -- | -- | -- | 00 |

NOTE FOR GOVERNING BODY

Item No: GB/10

To consider the representations regarding approved Guidelines for functioning of Centers, formation of Divisions and Units at AIIMS, New Delhi.

1. INTRODUCTION:

An email dated 27.04.2020 has been received from Ms. Sunita Dhaundiya, Under Secretary, Ministry of Health and Family Welfare, New Delhi forwarding representations of AIIMS Faculty members in regard to Guidelines for Functioning of Centers, formation of divisions and units that were approved in the Staff Council meeting of AIIMS, New Delhi on 27/4/2018; 117th Academic Committee Meeting of AIIMS, New Delhi on 20/11/2018 and 157th Governing Body Meeting of AIIMS, New Delhi on 24/01/2019. It has been informed that the Hon'ble Minister of Health and Family Welfare, after having gone through the representations made by the faculty members of AIIMS, New Delhi has desired that these need deliberation by the Governing Body.

2. ADMINISTRATIVE NOTE:

Representations have been received directly and through the MoHFW (Letter No.V-16020/46/2020-INI-I dated 20.02.2020), from certain faculty members regarding AIIMS Academic Section Memorandum No. F. 1-2/Misc/2020-Acad. II dated 28.01.2020 on Guidelines for Functioning of Centers, formation of divisions and units that were approved in the Staff Council meeting of AIIMS, New Delhi on 27/4/2018; 117th Academic Committee Meeting of AIIMS, New Delhi on 20/11/2018; 157th Governing Body Meeting of AIIMS, New Delhi on 24/01/2019.

Of the around 740 faculty members at AIIMS, New Delhi (including over 300 in various Centers), representations have been received from the following 27 faculty members.

A: Through the MoHFW:

1. Dr. Dilip Shende, Professor, Anaesthesiology (Dr. RPC)
2. Dr. Shilpa Sharma, Additional Professor, Paediatric Surgery (JPNATC)
3. Dr. Ramesh P. Menon, Assoc. Professor Pediatrics (Neonatology) in CTVS
4. Dr. Nishat Hussain Ahmed, Assoc. Professor, Ocular Microbiology (Dr. RPC)
5. Dr. Ashok Sharma, Assoc Professor Biochemistry (NSC)
6. Dr. Biplab Mishra, Professor of Surgery, (JPNATC)
7. Dr. Atin Kumar, Professor, Radiology (JPNATC)
8. Dr. Sanjeev Bhoi, Professor, Emergency Medicine (JPNATC)
9. Dr. Sanjay Sharma, Professor, Radiodiagnosis, (Dr. RPC)

10. Dr. Navdeep Sokhal, Addl. Professor-Critical Care, Neuro-Anaesthesiology, (JPNATC)
11. Dr. Siddharth Jain, Asstt. Professor, Urology (JPNATC)
12. Dr. Garima Kachhawa, Addl. Professor, OBG (JPNATC)
13. Dr. Adarsh Kumar, Professor, Forensic Medicine (JPNATC)
14. Dr. Soumita Bagchi, Addl. Professor, Nephrology (JPNATC)
15. Dr. Shivananda G., Professor, Radiology (JPNATC)

B: To Director, AIIMS

16. Dr. Niraj Kumar, Addl. Professor, Neuroanaesthesia (JPNATC)
17. Dr. Devlina Goswamim, Addl. Professor, Anaesthesiology (CDER)
18. Dr. Renu Sinha, Professor, Anesthesiology (Dr. RPC)
19. Dr. Arshad Ayub, Asstt. Professor, Anesthesiology (Dr. RPC)
20. Dr. Kanil Ranjish Kumar, Asstt. Professor, Anesthesiology (Dr. RPC)
21. Dr. T. Velpandian, Professor, Ocular Pharmacology, (Dr. RPC)
22. Dr. Nabanita Haldar, Addl. Professor, Ocular Pharmacology, (Dr. RPC)
23. Dr. Dalim Kumar Baidya, Addl. Professor, Anaesthesiology (CDER)
24. Dr. Seema Sen, Professor, Ocular Pathology, (Dr. RPC)
25. Dr. Ashish Bindra, Assoc. Professor, Neuro-Anaesthesiology, (JPNATC)
26. Dr. Gyaninder Pal Singh, Addl. Professor, Neuro-Anaesthesiology (JPNATC)
27. Dr. Keshav Goyal, Addl. Professor-Critical Care, Neuro-Anaesthesiology, (JPNATC)

The summary of the representations is a demand by these faculty members, who are employed on posts designated for the centers, that they should be a part of the main departments in AIIMS for all intents and purposes.

Background

1. There has been a rapid increase in the establishment of new centers at AIIMS, New Delhi over the last few years and this is expected to continue in the future. In addition to new centers, there is progressive increase in the number of faculty positions within the existing centers. As of February 2020, the number of faculty positions in the main hospital is 581 (54%) and that in the centers is 494 (46%) of the total 1075 posts. Of these, 431 and 312 posts are already filled. Faculty in centers thus constitutes nearly half of the total faculty of AIIMS, New Delhi.
2. Whenever a center is created, faculty posts are created with the expectation that these faculty members are required to provide services to that center. Concurrently, it is expected that there will be sufficient teaching and research resources that necessitate the post of a faculty member. Additionally, all resources required for the faculty such as office space, OPD, OT, laboratories, assisting staff are also envisioned and created in that center. Housing is also created if the centre is located distant from the main hospital.

3. The main hospital has limited capacity for expansion of infrastructure, services or resources. There is severe dearth of office and laboratory space, beds and operation theaters. Any expansion of services or increase in manpower within the main hospital must be carefully balanced with the existing resources.
4. The formulation of these guidelines was done in order to streamline the roles and privileges of faculty employed at various centers and the main hospital in a transparent and fair manner so as to avoid the possibility of favoritism.
5. These guidelines have been extensively discussed and approved as below:
 - a. Committee constituted under chairmanship of Director, AIIMS that held 2 meetings on 21/9/2017 and 13/11/2017 and approved a draft guideline.
 - b. Meeting held to discuss the rules and regulations regarding faculty recruitment at NCI Jhajjar on 2/4/2018 that made amendments to the Guidelines.
 - c. Staff Council Meeting of AIIMS New Delhi on 27/4/2018.
 - d. 117th Academic Committee Meeting of AIIMS New Delhi on 20/11/2018.
 - e. 157th Governing Body Meeting of AIIMS New Delhi on 24/01/2019

Representations

The representations demand that faculty employed on posts designated for the centers should be considered as being part of the main department in AIIMS for all intents and purposes. The focus is on administrative seniority as clinical, academic and research privileges are already enshrined in these Guidelines. Such a consideration results in a number of problems:

1. Recruitment of the faculty was on posts clearly advertised for the centers. It was an active choice on part of the applicants to accept such positions. This is exemplified by three selection scenarios that have taken place:
 - a. Some applicants were not selected for the posts in the main hospital at the same time that they were selected for posts in the centers. Merging the posts into the main department would thus create an anomaly in seniority.
 - b. Some faculty members selected on posts for centers, later appeared for posts in the main department but were not selected for the main department while other candidates were selected above them. If the two posts were to be merged, it would create an anomaly that a person not selected for the post would become senior to the person who was actually selected for the post in the same interview.

- c. Some faculty members selected on posts for centers subsequently appeared for posts in the main department and were selected for the main department. They then relinquished the post in the centre and moved to the main department. Clearly the two posts are not the same otherwise there would be an anomaly in a candidate already working on a post again appearing for interview and being selected for the same post.
2. Complaints are often received from Chiefs of Centers that faculty members appointed on centre posts do not provide services in the center and, instead, prefer to work in the main department. This defeats the purpose of creation of the posts. Formal merging of the posts with the main department may completely deny services to the centers-the primary purpose of creation of the posts.
 3. The main department may not have sufficient resources to provide equal privileges to all faculty selected on posts of the centers. This includes office, laboratory, OPD and OT facilities which are already inadequate in many specialties.
 4. Complaints by some faculty members that they do not have sufficient work in their centers are inherently contradictory to their own representations that the number of posts is insufficient to cater to the needs of the center.
 5. Many existing faculty members in Centers have established excellent facilities, showing how the centers have sufficient resources to allow growth and development within the centers if the faculty were to make an effort to use them. The future growth of all centers and services would be jeopardized if faculty appointed on their posts did not commit themselves fully to their positions of appointment.

Previous decisions/orders in this regards by AIIMS, New Delhi

1. Order No. F.20-43/71-Estt I dated 2nd May 1983 by AIIMS, New Delhi and OM of Ministry of HFW (No. V 16015/7/80-ME (PG)) dated 31st March 1983 on *Working relationship between AIIMS and RP Centre for Ophthalmic Sciences & other super specialty centers.*

This order was issued after reviewing the report of the *Sub-committee appointed to go over the powers of the Heads of the Departments and Heads of Centers*, constituted in 1979 and the decision of the Institute Body on 10.11.1981. It is one of the first documents that attempts to address the issue of these relationships and makes some important statements about how the centers were envisaged.

- Clause 1(vi) states: *The standing orders for filling up of the CRs of the faculty will continue to be followed. The Chiefs of the Centers will be Reporting Officers for the faculty members including professors on the pay rolls of the respective Centers. For these, the Director will be the Reviewing Officer and the President will be the accepting Officer. For Chiefs of Centers and Professors of the main Institute, the Director will be reporting Officer and the President will be the Reviewing and Accepting Officer.*

This clause defines a separation between faculty in centers and main Institute by identifying a separate reporting channel for both.

- Clause 3 states that *"The faculty staff working at the Centers should have close academic links with the faculty at the institute and the related discipline."*

This clause makes special provision for promoting academic links between faculty employed at centers and the main Institute. If the faculty employed for centers and main Institute were interchangeable, there would be no need to insert such a clause. The current Guidelines also stress on this aspect and provide for close working of all faculty for academics, research and teaching.

- Clause 3 states that *"Under the present stage of development in some super-specialties, it is not considered necessary for developing all the supportive services under the direct control of the Centers, whereas in some areas such direct control can be affected according to the needs felt by the Project/advisory committee with the approval of the Director.."*

This clause highlights the vision behind creation of centers and that they should become fully independent and all supporting services would be under the direct control of the center.

2. Agenda item 11 of the AC meeting of 3.10.1991; GB meeting on 14.12.1991, Order No. F-20-11/89 Estt-1 dated 27.03.1992 in continuation of OM of 1983 regarding *functioning of the Department vis-a-vis Centers at the AIIMS:-*

- Point No. (1) of this item states that *"Units of specialisation in various Centers should be created with a view to develop them into full-fledged departments in the long run so as to make the Centers fully self-sufficient."*

This, the first point of discussion, reiterates the vision behind creating 'centers' that was espoused in the earlier discussions of 1983. It reiterates the need that centers must become independent and self sufficient which is precisely what the current guidelines aim to achieve. Amalgamation of all faculty into a single department defeats the very purpose of creating separate centers. If all services were to be provided by a single department, there would have been no reason to create them separately in centers.

3. In 1994, O.M. F-20-11/89-Estt I dated 20.05.1994 was issued regarding permanent transfer of 14 faculty members, recruited at various Centers, to the main department. These transfers were done after seeking approval of the competent committees at AIIMS. Similar transfers have been done in the past on case-to-case basis by the competent committees at AIIMS.
 - This again makes it clear that amalgamation or merging of faculty in centers and main Institute is neither automatic nor implied. If this were so, there was no reason to seek approval of specific individuals for such transfers.
4. Order No. F.20.3/2014 Estt.I dated 28.08.2014 by Senior Administrative Officer, AIIMS, New Delhi. Among others, this order stipulates that faculty recruited for centers, where there is no department, will be a part of the main department and all faculty of the main institute will rotate to various centers to provide services. It also stipulates that ACR of all faculty, whose deployment is on rotation, will be written by the Head of the Department
 - This order was issued by the Director, AIIMS, New Delhi, based on discussions between the Director, Chiefs of Centers/HODs and is not an exact reproduction of the decisions of the AC and GB. However, the current Guidelines have been discussed and approved by the AC and GB.

Impact of the current Guidelines

The current Guidelines have been formulated to clearly define the privileges and responsibilities of faculty appointed at various departments and centers of AIIMS, New Delhi to ensure holistic growth of the Institute and the faculty employed therein. There have been instances in the past where the lack of a clear policy or guideline has resulted in varying interpretations and application. These guidelines aim at transparency and fairness. They will also help ensuring that centers, which have half of the entire faculty strength of the Institute, grow to the full potential that is envisaged when they are created and the faculty appointed provide whole-hearted commitment to them. Without such commitment, the expected outcomes from these centers cannot be achieved.

At the same time, the guidelines have sufficient provisions built in to enable full academic, research, teaching and administrative growth of the faculty. Inter-se seniority of faculty will also be maintained as per existing norms of AIIMS New Delhi.

These guidelines have been extensively discussed by faculty members of AIIMS, New Delhi. Modifications have been made based on suggestions received and approvals have been taken through all committees including the Governing Body.

The faculty members making the representations have been appointed on posts advertised specifically for centres and not for the main departments. Appointment letters have also been issued for the specific centres. The current representations, primarily for personal administrative gain, aim to overturn a policy that has been framed after lengthy and detailed discussions for the growth and betterment of the Institute and are based on principles stated as far back as 1981 when the first few centers of AIIMS were established. The guidelines are not contrary to any policy of AIIMS and do not infringe on any of the rights of the Faculty.

APPROVAL SOUGHT:

The above mentioned facts in regard to representation received from the faculty of AIIMS, New Delhi is submitted for consideration and decision of the Governing Body.


Registrar

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI

No.F. 20-1/2020/(C)/ESTT-I (F.CELL)

182

Dated the:

18 MAY 2020

Subject: Representation regarding proposed guidelines on working arrangement at

DEAN OFFICE, A.I.I.M.S.
ई-ऑफिस नं./E-Office No.: 673829 *****
दिनांक/Date: 19/5

We are in receipt of an email from Ms. Sunita Dhaundiyal, Under Secretary to the Ministry of Health & Family Welfare, Nirman Bhawan, New Delhi dated 27.04.2020 (Copy enclosed). It has been informed that the Hon'ble HFM, MoH&FW, after having gone through the representations made by the faculty members of AIIMS, New Delhi has desired that all such issues raised by the Faculty Members of AIIMS, New Delhi in respect of the guidelines for working arrangements for faculty members working in the various division of different Centre(s) of AIIMS, New Delhi needs deliberation by Governing Body.

Accordingly, Academic Section is requested to put this matter up in the next Governing Body meeting for deliberation.


Encl: As above:-

- Copies of Representations from faculty members received in Faculty cell.

The Dean- Academic
Academic Section
AIIMS, New Delhi

(B.K. SINGH)
ADMN. OFFICER

CC:- PPS to Director/ PS to D.D.(Admn.)/P.A. to P.I.C. (F. Cell)

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| जारी किया ISSUED ON |
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| कुलसचिव, शैक्षिक अनुभाग/Registrar, Academic Section ज.भा.आयु.सं., नई दिल्ली/A.I.I.M.S., New Delhi-110608 |

Hem
19/5

ASSOCIATE DEAN (ACAD.)/REGISTRAR

Gmail

Director AIIMS, New Delhi <director.aiims@gmail.com>

Fwd: representations reg proposed guideline on working arrangement at AIIMS

1 message

Sunita Dhaundiyal <sunita.dhaundiyal@nic.in>
To: Director AIIMS <director.aiims@gmail.com>
Cc: INI-I <medical_education@ymail.com>

Mon, Apr 27, 2020 at 12:32 PM

प्राप्त किया/RECEIVED
उप-निदेशक (मशा.) कार्यालय, अ.भा.आ.सं.,
Dy. Director (M.S.) Office, A.B.A.S.,
28 APR 2020

Sir,

Please find attached representations received on the subject mentioned above and to inform that the Hon'ble HFM has desired that the issue may be deliberated in GB of AIIMS, Delhi. All such representations may therefore be compiled for the purpose.

Regards,

Sunita Dhaundiyal
US(INI-I)
Ministry of Health and Family Welfare
Nirman Bhavan, New Delhi
Tel. No.23061843

प्राप्त किया
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DIRECTOR OFFICE



representations.pdf
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29 APR 2020
OFFICE OF THE DY SECRETARY, AIIMS

Handwritten signatures and dates:
DHA
28/4
Dy. Secy.
28/4
Sunita
29/4

PIC/FC

Pl. prepare agenda for GB based on representation

SNA
29/4/2020

AO/FC
AN Vikram

184
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ACADEMIC SECTION

No.F.1-2/Misc/2020-Acad.II

Ansari Nagar, New Delhi-29

Dated the:- 28.01.2020

MEMORANDUM

Subject: Guidelines for Functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi.

The undersigned has been directed to convey the approval of Competent Authority for the above guidelines as under:

The Guidelines for Functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi.

1: Centre:

The definition of a centre is restricted to those entities that are clearly defined as independent administrative units within the overall control of the Director. Centres should consist of multiple related specialties and be independent in their functioning. Centres should not be created with single departments.

The term "centre" is sometimes used in the name of departments and facilities at AIIMS. However, in administrative terms, merely the presence of the word "centre" within their name will not entitle them to the status of a "centre" as envisaged here.

The current Centres recognized are:

1. Dr RP Centre
2. BRA-IRCH
3. Cardiothoracic centre
4. Neurosciences centre
5. JPNA Trauma centre
6. CDER
7. NDDC
8. NCI-Jhajjar

1.1: Functioning of faculty in a Centre:

1.1.1: Faculty appointed at a post advertised for a centre will primarily work at that centre. Office/ Staff/OT/OPD/Clinic etc. will all be physically housed within the centre. For centres which have their own housing, faculty will stay in the housing provided on that centre's campus and will not be eligible for housing on main AIIMS campus or any other centre's campus.

1.1.2: They will be responsible for developing the academic program in their specialty either as a department or division (vide-infra). Academic exchange (thesis/projects/journal clubs/seminars/case-discussions) may be done with other centres/main department if physically feasible and agreed upon as in point 3 below.

1.1.3: There will be no automatic rotation of duties or privileges with other centres or the main department. However, faculty may discharge duties at another centre or main department if:

1. It is agreed upon by the majority of faculty (at all levels) who are affected by such exchange. This must be documented in writing in a physical faculty meeting.
2. The proposal must have the agreement of the Head of the departments/centre on both sides
3. The proposal must have approval of the Director
4. Such privileges must be in writing, for a fixed duration

5. All provisions of section 1.1 will continue to apply
6. The rotation may be revoked by the director at any time

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- 1.1.4: Intra-specialty seniority will be considered only among faculty selected in a centre. They will not be eligible for equivalence or seniority with faculty of the same specialty in other centres or the main department. This will apply even if the faculty rotate with faculty in other centres or the main hospital.
- 1.1.5: If there is no department or division for a specialty in a centre, faculty members appointed in that specialty will report directly to the CoC. In order to cater to their academic growth, point no. 1.1.3 above should be considered favourably. However, this must be read in conjunction with all other points above.
- 1.1.6: In order to provide mentorship and administrative guidance to new centres, for a fixed period of time, the Director may:
 1. Appoint senior faculty members of existing departments as mentors.
 2. Assign existing Heads of the Department to officiate as Head of Department for corresponding specialties in the new centres for a fixed period of time. Such HoDs would carry the same powers as of a HoD in a Department of a Centre.

1.2: Departments in centres:

Departments within a centre will be administrative units, would work on lines similar to independent departments in the main hospital, but without financial powers which would rest with the Chief of Centre (CoC). However, each department in a centre should be consulted while preparing financial plans for the centre and budget allocated for a centre should be appropriately assigned to departments within it.

1.2.1: Creation of departments in centres

The proposal to create a department within a centre will follow the same policies as for creation a department in the main hospital.

1.3: Divisions in departments in centres:

Divisions in departments in centres will follow the same rules as divisions in departments in the main hospital (2.2).

1.4: Divisions in centres (not within a department of a centre):

Divisions within a centre will be administrative units, reporting directly to the Chief of Centre (CoC).

1.4.1: Creation of divisions

- The proposal to create a division will be evaluated by a committee constituted by the Director. After approval of the Staff Council, a notification may be issued with approval of the Director.
- Minimum 3 faculty posts in that specialty
- An administrative appointment of 'Head of division' may be made by the director
- If a 'Head of division' is appointed, faculty within a division report to 'Head of division' who reports to CoC
- All Faculty ACR to be written by CoC, all financial powers with CoC
- Academic programs (MD/MS/DM/MCh/PhD/fellowship) may run within a division

1.5: Units in centres:

- May be created in any department or division
- Purely functional for provision of service
- Minimum 2 faculty in a unit
- There must be a valid justification for creation of unit and the proposal must be approved by the majority of faculty members in the department/division
- The proposal will be evaluated by a committee constituted by the Director and notification will be issued after approval of the Director.

2: Main Hospital

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2.1: Departments in main hospital:

The policies for creation of departments within the main hospital will remain unchanged.

2.2: Divisions in Departments in Main Hospital:

Divisions in departments in the main hospital will be administrative units, reporting directly to the Head of the Department (HoD).

2.2.1: Creation of Divisions

- Divisions must be created on academic basis and not for purely service provision.
- The proposal to create a division must be submitted by the HoD after approval of the majority of the faculty in the department in a faculty meeting. It will be evaluated by a committee constituted by the Director. After approval of the Staff Council, a notification may be issued with approval of the Director.
- Minimum 2 faculty members in that sub-specialty
- An administrative appointment of 'Head of division' may be made by the director on the recommendation of the Head of the Department. Faculty within a division report to 'Head of division' who reports to HoD. Appointment of 'Head of division' is not essential and in the absence of a designated 'Head of division', the faculty will report directly to the HoD.
- Academic programs (MD/MS/DM/MCh/PhD/fellowship) may run within a division


2.3: Units in main hospital:

- May be created in any department or division
- Purely functional for provision of service
- Minimum 2 faculty in a unit
- There must be a valid justification for creation of unit and the proposal must be approved by the majority of faculty members in the department and division
- The proposal will be evaluated by a committee constituted by the Director and notification will be issued after approval of the Director

This is for information of all concerned.

Authority:

- Academic Committee Agenda Item No.AC-117/11 in its meeting held on 20.11.2018.
- Governing Body Agenda Item No.GB-157/6 in its meeting held on 24.01.2019.


REGISTRAR 28/1/2020

DISTRIBUTION:

1. PPS/PS to the Director, AIIMS
2. All Chief of Centre's/Head of the Departments
3. PS/PA to Dean (Acad.)/Assoc Dean/Registrar
4. PS/PA to Dean (Exam)/Assoc Dean (Exam)
5. Professor In-charge, Faculty Cell, AIIMS
6. PS to Sr. FA/FA/CAO/AO (Faculty)/AO (Cash)
7. Professor In-charge, Computer Facility to kindly circulate the above guidelines to all Chief of Centres/Head of the Departments/Faculty members of AIIMS and upload the same in the AIIMS website.

1

From:

Dated: 26th Nov.2019

Dr.Dilip Shende,

Professor anaesthesia

Dr.R.P.C, AIIMS

New Delhi

To,

Secretary Ministry of Health

& Family welfare, GOI

Nirman Bhawan, New Delhi

Respected Sir,

Sub: Representation regarding Proposed Guidelines for working arrangement for centre faculty at A.I.I.M.S., New Delhi, Regarding Administrative responsibility

I wish to bring to your notice that the proposed guidelines are discriminatory to the interest of faculty members working in a centre. The working pattern and the faculty appointments are different in different centres. It was basically aimed to enhance the strength of the faculty in the discipline. Many times Faculties in the ancillary specialities were appointed on Centre strength mainly to work at centre as well in the department and since there was no separate department at centre they used to be part of main department. The guidelines available vide OM-1991, reiterated in 2014, are pertinent in this respect. (Encl:1)

I was appointed as Assistant professor on Dr.R.P.C. Centre strength in 1991. I was a part of main department of anaesthesia, pain medicine & Critical Care since 1991 when I joined & I did call duties, theatre, ICU duties a & other responsibilities as & when asked by HOD of Anaesthesia. This system was in place since 1988 when Dr.R.P.C centre was created. I became thesis guide, MD anaesthesia internal examiner as per my seniority. When my turn is due for administrative responsibility administration is coming up with the guidelines to my disadvantage & denying me the rightful seniority.

Discussed with SS. Comments of Div. AIIMS may be taken. 11/12



Div(IMI) 11/12 JS(SP) P1. discuss

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K. S. (S. J.)
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S. (S. J.)
11-12-19
St. PK S*

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By implementation of proposed guidelines (Encl.2) with no administrative responsibility with any respect of headship, this is not only very humiliating but also subjecting me to vulnerability of discrimination & harassment by the HOD & other faculty members

I raised this issue in Staff council meeting held on 14th October 2019 where Director A.I.I.M.S was not at all interested in listening to my argument & closed the issue.

To summarise I am being harmed as I am one of the senior most person who is affected by this decision in a near future. These guidelines will affect me very adversely. Since I am due for my retirement in coming 4-5 years and altering these guidelines to my disadvantage & ultimately denying me the respect of head ship at this stage of my career is highly unfair.

I had given written representations regarding this to honourable Director A.I.I.M.S. as well met personally but received no response from administration. In view of this I am giving this representation to Secretary MOH & FW Government of India and requesting them to look in to matter & do the justice. My requests are:

1. I should be considered for all administrative responsibilities in the main department including Headship & other privileges by fixing my seniority in the department of anaesthesia, pain medicine & Critical care A.I.I.M.S. New Delhi with other colleagues in the department ✓
2. Privileges like internal examiner ship, and other entitlement as per my seniority should not be denied to me just because I am appointed on centre faculty strength. ✓
3. This is to bring to your notice that some senior faculty members who are appointed at various centres at A.I.I.M.S. are being given administrative responsibility including headship in the respective main departments
 - i. Prof Geeta Satpathy was appointed as HOD Microbiology when her appointment as Faculty was on the strength of Dr.R.P.Eye Centre
 - ii. Prof Siddhartha Satpathy is working as HOD of Hospital administration is on IRCH Centre Strength
 - iii. Prof. Chaitra Sarkar who will be becoming HOD Pathology department is on CT CN Centre strength

189

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iv. In past

-Prof.Kusum Verma was appointed as HOD Pathology when her appointment was on strength of BA IRCH Centre

-Prof. S. Vashishtha was appointed as HOD Radiology department when her appointment was on the strength of Dr. R.P.Centre

Similar considerations should be given to me by administration based on merit of my case considering following issues

-My Seniority & Age.

-Due for superannuation in 4-5 years.

-Worked in this system for more than 28 years.

-A flawless career with good working relationship with colleagues.

It is humbly requested to look into matter & do the justice.

Thanking you,

Sincerely,



Dr.Dilip Shende,

Professor anaesthesia

Dr.R.P.C, AIIMS

New Delhi

Enclosures: Encl.1-2

190

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110 029

Dated the 28 AUG 2020

MEMORANDUM

Subject: Streamlining the working arrangement of faculty posted in various specialities in Centres and main Departments at the AIIMS, New Delhi - reg.

In supersession of this office memorandum of even number dated the 1st August, 2014 on the subject cited above, it is notified for information of all concerned that after having detailed discussion with various Chiefs of Centres/Heads of the Departments on the issue of streamlining the working arrangement of faculty posted in similar disciplines/specialities in various Centres and main Departments at the AIIMS, New Delhi in the light of the decision of the Academic Committee meeting held on 03.10.1991 vide agenda item no. AC/11 and approved by the Governing Body in its meeting held on 14.12.1991 and also keeping in view the recommendations made by Dr. Karan Singh Yadav Committee, the Director is pleased to order as under:

1. The faculty members working in various specialities/disciplines in various Centres of the Institute, where no separate department exists, will work under the direct control/supervision of the concerned Head of the Department of the Main Institute. These faculty members are part and form the core Faculty of the respective Departments at the AIIMS. They must participate in all activities of the Department of the Main Institute. This will not be applicable to those disciplines which have been granted the status of "Department."
2. The Head of the Department of the Main Institute will rotate the faculty members, including the faculty members of the Main Department, to various Centres as per the functional requirement of the Centres in the interest of uninterrupted patient care services and also taking care of career progression and professional satisfaction of the faculties.
3. The Head of the Department of the Main Institute will be responsible for writing of Annual Confidential Reports of all such faculty members whose deployment is on rotation basis.
4. While working under the direct control/supervision of the Head of the Department of Main Institute, the faculty members appointed against the sanctioned strength of various Centres will route all their applications through the Head of the Department of the Main Institute and subsequently the Chief of the concerned Centres where they are appointed.
5. At any point of time when it comes to entrusting the responsibility to act as Head of the Department, it will be on the basis of seniority of the faculty members irrespective of his/her appointment for main Department or for the Centres (as was done in the past in the case of Department of Pathology (Dr. Kusum Verma) and Department of Radio-Diagnosis (Dr. S. Vashisth).

All concerned Chiefs of Centres/Heads of the Departments are requested to ensure strict compliance of the aforesaid orders.

K.K. Giridhari
(K.K. Giridhari)
Senior Administrative Officer

Distributions:-

- | | |
|---------------------------------|---|
| 1. All Chief of Centres |] With the request to circulate the same among faculty members working under their control. |
| 2. All Heads of the Departments | |

Copy to:-

191

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

No.F.5-22/86-Acad.II

Ansari Nagar, New Delhi-110029

Dated the: 05.11.2018

MEMORANDUM

SUBJECT: Minutes of the Staff Council Meeting held on 27.04.2018 at 3.00 PM in Dr. Ramalingaswami Board Room, AIIMS, New Delhi.

The approved minutes of the Staff Council Meeting held on 27.04.2018 at 3.00 PM in the Dr. Ramalingaswami Board Room, AIIMS, New Delhi is circulated to all the members of the Staff Council for their kind information please.


REGISTRAR

Distribution:

1. Chairman and all the members of Staff Council, AIIMS.
2. PPS/PS to Director, AIIMS/Dean/DDA
3. PS/PA to Sub-Dean (Acad.)Registrar
4. Dealing Asstt's PG/UG/Para Medical Cell.

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Item No 11 GUIDELINES FOR FUNCTIONING OF CENTERS, FORMATION OF DIVISIONS AND UNITS.

It was informed that in view of the increasing faculty strength and number of centers at the Institute, clear guidelines were required to define on administrative functioning of the faculty. A committee was constituted under chairmanship of Director, AIIMS to define the policies for functioning of faculty in centres and creation of smaller administrative and functional working units within the departments/centres so as to allow maximum opportunities for individual and institutional growth. The guidelines of the committee are as under:

Guidelines for Functioning of Centres, formation of Divisions and Units**1: Centre:**

The definition of a centre is restricted to those entities that are clearly defined as independent administrative units within the overall control of the Director. Centres should consist of multiple related specialties and be independent in their functioning. Centres should not be created with single departments.

The term "centre" is sometimes used in the name of departments and facilities at AIIMS. However, in administrative terms, merely the presence of the word "centre" within their name will not entitle them to the status of a "centre" as envisaged here.

The current Centres recognized are:

1. Dr RP Centre
2. BRA-IRCH
3. Cardiothoracic centre
4. Neurosciences centre
5. JPNA Trauma centre
6. CDER
7. NDDC
8. NCI-Jhajjar

1.1: Functioning of faculty in a centre:

1.1.1: Faculty appointed at a post advertised for a centre will primarily work at that centre. Office/ Staff/OT/OPD/Clinic etc. will all be physically housed within the centre. For centres which have their own housing, faculty will stay in the housing provided on that centre's campus and will not be eligible for housing on main AIIMS campus or any other centre's campus.

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1.1.2: They will be responsible for developing the academic program in their specialty either as a department or division (vide-infra). Academic exchange (thesis/projects/journal clubs/seminars/case-discussions) may be done with other centres/main department if physically feasible and agreed upon as in point 3 below.

1.1.3: There will be no automatic rotation of duties or privileges with other centres or the main department. However, faculty may discharge duties at another centre or main department if:

1. It is agreed upon by the majority of faculty (at all levels) who are affected by such exchange. This must be documented in writing in a physical faculty meeting.
2. The proposal must have the agreement of the Head of the departments/centre on both sides
3. The proposal must have approval of the Director
4. Such privileges must be in writing, for a fixed duration
5. All provisions of section 1.1 will continue to apply
6. The rotation may be revoked by the director at any time

1.1.4: Intra-specialty seniority will be considered only among faculty selected in a centre. They will not be eligible for equivalence or seniority with faculty of the same specialty in other centres or the main department. This will apply even if the faculty rotate with faculty in other centres or the main hospital.

1.1.5: If there is no department or division for a specialty in a centre, faculty members appointed in that specialty will report directly to the CoC. In order to cater to their academic growth, point no. 1.1.3 above should be considered favourably. However, this must be read in conjunction with all other points above.

1.1.6: In order to provide mentorship and administrative guidance to new centres, for a fixed period of time, the Director may:

1. Appoint senior faculty members of existing departments as mentors.
2. Assign existing Heads of the Department to officiate as Head of Department for corresponding specialties in the new centres for a fixed period of time. Such HoDs would carry the same powers as of a HoD in a Department of a Centre.

1.2: Departments in centres:

Departments within a centre will be administrative units, would work on lines similar to independent departments in the main hospital, but without financial powers which would rest with the Chief of Centre (CoC). However, each department in a centre should be consulted while preparing financial plans for the centre and budget allocated for a centre should be appropriately assigned to departments within it.

1.2.1: Creation of departments in centres

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The proposal to create a department within a centre will follow the same policies as for creation a department in the main hospital.

1.3: Divisions in departments in centres:

Divisions in departments in centres will follow the same rules as divisions in departments in the main hospital (2.2).

1.4: Divisions in centres (not within a department of a centre):

Divisions within a centre will be administrative units, reporting directly to the Chief of Centre (CoC).

1.4.1: Creation of divisions

- The proposal to create a division will be evaluated by a committee constituted by the Director. After approval of the Staff Council, a notification may be issued with approval of the Director.
- Minimum 3 faculty posts in that specialty
- An administrative appointment of 'Head of division' may be made by the director
- If a 'Head of division' is appointed, faculty within a division report to 'Head of division' who reports to CoC
- All Faculty ACR to be written by CoC, all financial powers with CoC
- Academic programs (MD/MS/DM/MCh/PhD/fellowship) may run within a division

1.5: Units in centres:

- May be created in any department or division
- Purely functional for provision of service
- Minimum 2 faculty in a unit
- There must be a valid justification for creation of unit and the proposal must be approved by the majority of faculty members in the department/division
- The proposal will be evaluated by a committee constituted by the Director and notification will be issued after approval of the Director

2: Main Hospital**2.1: Departments in main hospital:**

The policies for creation of departments within the main hospital will remain unchanged.

2.2: Divisions in departments in main hospital:

Divisions in departments in the main hospital will be administrative units, reporting directly to the Head of the Department (HoD).

2.2.1: Creation of divisions

- Divisions must be created on academic basis and not for purely service provision.

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- The proposal to create a division must be submitted by the HoD after approval of the majority of the faculty in the department in a faculty meeting. It will be evaluated by a committee constituted by the Director. After approval of the Staff Council, a notification may be issued with approval of the Director.
- Minimum 2 faculty members in that sub-specialty
- An administrative appointment of 'Head of division' may be made by the director on the recommendation of the Head of the Department. Faculty within a division report to 'Head of division' who reports to HoD. Appointment of 'Head of division' is not essential and in the absence of a designated 'Head of division', the faculty will report directly to the HoD.
- Academic programs (MD/MS/DM/MCh/PhD/fellowship) may run within a division

2.3: Units in main hospital:

- May be created in any department or division
- Purely functional for provision of service
- Minimum 2 faculty in a unit
- There must be a valid justification for creation of unit and the proposal must be approved by the majority of faculty members in the department and division
- The proposal will be evaluated by a committee constituted by the Director and notification will be issued after approval of the Director

Dr Sanjay Aggarwal, HoD Nephrology said that the background for creation of various centers and running patient care services at centers should be looked into. He further said that creation of centers should be based on specific mandate. The Director said that no clear guidelines/documentation is available in regard to functioning of centre, division or unit and whatever centers have been created are based on specific mandates. Dr SC Sharma said that the matter relating to housing should be clarified. The Director said that NCI Jhajjar is equipped with sufficient accommodation for staff, residents and faculty. In case faculty members posted at main AIIMS are posted as part of mentorship program, the accommodation shall be provided in Guest house of NCI Jhajjar. Dr SC Sharma said that 1/3rd of patients treated for Head and Neck Cancers can be shifted to NCI by creating special unit/Division of ENT. Dr Arun K Gupta said that the arrangements of Department of Radio Diagnosis are working well with all centers. Dr Sanjay Aggarwal raised the issue of conflict of faculty of Nephrology in posting with main Department, Trauma Center and National cancer Institute. The Director said that with a clear policy, conflicts should not occur in the functioning of centers.

Dr DK Gupta, HoD Pediatric Surgery, raised the issue of ongoing confusion and controversies of centers and departments and any decision must be taken in the interest of the institute. There should be proper documentation and the advertisement and recruitment process should be clear about whether the posts were in department or centers. He said that in their departmental faculty meeting, it was approved that Dr Shilpa Sharma, Assistant Professor Pediatric Surgery-JPNATC will continue to work in the main department of Pediatric Surgery. However, Dr Sandeep Agarwala, Professor of Pediatric Surgery, said that there was no such discussion on this issue in the faculty meeting and the decision had been taken by the HOD and was only communicated to everyone else. Dr Shilpa Sharma raised the issue herself. However, it was pointed out that she was not a member of the staff council and members objected to her presence.

File No.V-16020/46/2020-INI-I

196

No. V-16020/46/2020-INI-I
Government of India
Ministry of Health & Family Welfare
(INI-I Section)

Nirman Bhawan, New Delhi
Dated the 20th February, 2020

To

The Director,
All India Institute of Medical Sciences
Ansari Nagar
New Delhi-110029.

Sub: Representation regarding proposed guidelines for working arrangement for centre faculty at AIIMS, New Delhi - regarding Administrative responsibility.

Sir,

I am directed to refer to enclosed a copy of representation of Dr. Dilip Shende, Professor Anaesthesia, Dr. RPC, AIIMS, New Delhi on the above subject. Director, AIIMS, New Delhi is requested to furnish his comments on the representation to this Ministry.

Yours faithfully,

(Sunita Dhaundiyal)
Under Secretary
Ph.: 23061843

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File No.V-16020/46/2020-INI-I

3091

No. V-16020/46/2020-INI-I
Government of India
Ministry of Health & Family Welfare
(INI-I Section)

Nirman Bhawan, New Delhi
Dated the 20th February, 2020

To

The Director,
All India Institute of Medical Sciences
Ansari Nagar
New Delhi-110029.

Sub: Representation regarding proposed guidelines for working arrangement for centre faculty at AIIMS, New Delhi - regarding Administrative responsibility.

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Yours faithfully,

Digitally signed by SUNITA
DHAUNDIYAL
DN: cn=Sunita Dhaundiya, o=Ministry of Health & Family Welfare, ou=INI-I Section, email=Sunita.Dhaundiya@nic.in

(Sunita Dhaundiya)
Under Secretary
Ph.: 23061843

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From:
Dr. Dilip Shende,
Professor anaesthesia
Dr.R.P.C, AIIMS
New Delhi

To,
Honourable HM

Chairman Governing body &
President A.I.I.M.S. New Delhi.

Respected Sir,

Sub: Representation regarding Memorandum dated 28.01.2020 bearing ref No. 1-2/Misc/2020-Acad.II for working arrangement for centre faculty at A.I.I.M.S., New Delhi.

I wish to bring to your notice that New guidelines are which circulated through Memorandum dated 28.01.2020 bearing ref No. 1-2/Misc/2020-Acad.II (Copy enclosed) are discriminatory to the interest of faculty members working in a centre. The working pattern and the faculty appointments are different in different centres. It was basically aimed to enhance the strength of the faculty in the discipline. Many times Faculties in the ancillary specialities were appointed on Centre strength mainly to work at centre as well in the department and since there was no separate department at centre they used to be part of main department. The guidelines available vide OM-1991, reiterated in 2014, are pertinent in this respect. (Encl.1)

I was appointed as Assistant professor on Dr.R.P.C. Centre strength in 1991. I am part of main department of anaesthesia, pain medicine & Critical Care since 1991 when I joined & I did call duties, theatre, ICU duties & other responsibilities as & when asked by HOD of Anaesthesia. This system was in place since 1988 when Dr.R.P.C centre was created. I became thesis guide, MD anaesthesia internal examiner as per my seniority. When my turn is due for administrative responsibility administration is coming up with the guidelines to my disadvantage & denying me the rightful seniority.

T.L. 24.3.20

JS(ss)

This is a generic issue affecting several faculty members. Pt. sek comments from AIIMS in a time bound manner and put up.

Office of Secretary (H&W)
Office No. 1728315
03/03/2020

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From:

Dated: 28 feb. 2020

Dr. Dilip Shende,

Professor anaesthesia

Dr. R.P.C, AIIMS

New Delhi

To,

Secretary Ministry of Health

& Family welfare, GOI

Nirman Bhawan, New Delhi

Respected Sir,

Sub: Representation regarding Memorandum dated 28/01/2020 bearing Ref No.1-2/Misc/2020-Acad.II for working arrangement for centre faculty at A.I.I.M.S., New Delhi,

I wish to bring to your notice that the New guidelines circulated through Memorandum dated 28/01/2020 bearing Ref No.1-2/Misc/2020-Acad.II for working arrangement for centre faculty at A.I.I.M.S., New Delhi, are discriminatory to the interest of faculty members working in a centre. The working pattern and the faculty appointments are different in different centres. It was basically aimed to enhance the strength of the faculty in the discipline.—Many times Faculties in the ancillary specialities were appointed on Centre strength mainly to work at centre as well in the department and since there was no separate department at centre they used to be part of main department. The guidelines available vide OM-1991, reiterated in 2014, are pertinent in this respect. (Encl.1)

I was appointed as Assistant professor on Dr.R.P.C. Centre strength in 1991. I worked as a part of main department of anaesthesia, pain medicine & Critical Care since 1991 when I joined & I did call duties, theatre, ICU duties & other responsibilities as & when asked by HOD of Anaesthesia. This system was in place since 1988 when Dr.R.P.C centre was created .I became thesis guide, MD anaesthesia internal examiner as per my

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seniority. When my turn is due for administrative responsibility administration is coming up with the guidelines to my disadvantage & denying me the rightful seniority.

By implementation of these new guidelines (Encl.2) with no administrative responsibility with any respect of headship, this is not only very humiliating but also subjecting me to vulnerability of discrimination & harassment by the HOD & other faculty members

I raised this issue in Staff council meeting held on 14th October 2019 but no avail

To summarise I am being harmed as I am one of the senior most person who is affected by this decision in a near future. These guidelines will affect me very adversely. Since I am due for my retirement in coming 4-5 years and altering these guidelines to my disadvantage & ultimately denying me the respect of head ship at this stage of my career is highly unfair.

I had given written representations regarding this to honourable Director A.I.I.M.S. as well met personally but received no response from administration. In view of this I am giving this representation to Secretary MOH & FW Government of India and requesting them to look in to matter & do the justice. My requests are:

1. I should be considered for all administrative responsibilities in the main department including Headship & other privileges by fixing my seniority in the department of anaesthesia, pain medicine & Critical care A.I.I.M.S. New Delhi with other colleagues in the department
2. Privileges like internal examiner ship, and other entitlement as per my seniority should not be denied to me just because I am appointed on centre faculty strength.
3. This is to bring to your notice that some senior faculty members who are appointed at various centres at A.I.I.M.S. are being given administrative responsibility including headship in the respective main departments
 - i. Prof Geeta Satpathy was appointed as HOD Microbiology when her appointment as Faculty was on the strength of Dr.R.P.Eye Centre
 - ii. Prof Siddhartha Satpathy is working as HOD of Hospital administration is on IRCH Centre Strength

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iii. Prof. Chaitra Sarkar is appointed as HOD Pathology department is on CT CN Centre strength

iv. In past

-Prof.Kusum Verma was appointed as HOD Pathology when her appointment was on strength of BA IRCH Centre

-Prof. S. Vashishtha was appointed as HOD Radiology department when her appointment was on the strength of Dr. R.P.Centre

Similar considerations should be given to me by administration based on merit of my case considering following issues

- My Seniority & Age.
- Due for superannuation in 4-5 years.
- Worked in this system for more than 28 years.
- A flawless career with good working relationship with colleagues.

It is humbly requested to look into matter & do the justice.

Thanking you,

Sincerely,



Dr.Dillip Shende,

Professor anaesthesia

Dr.R.P.C, AIIMS

New Delhi

Enclosures: Encl.1-2

202

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110 029

No F 20 V/2014C-Est I

Dated the 28 AUG 201

MEMORANDUM

Subject: Streamlining the working arrangement of faculty posted in various specialties in Centres and main Departments at the AIIMS, New Delhi - reg.

In supersession of this office memorandum of even number dated the 1st August 2014 on the subject cited above, it is notified for information of all concerned that, after having detailed discussion with various Chiefs of Centres/Heads of the Departments on the issue of streamlining the working arrangement of faculty posted in similar disciplines/ specialties in various Centres and main Departments at the AIIMS, New Delhi in the light of the decision of the Academic Committee meeting held on 03.10.1991 vide agenda item no. AC/11 and approved by the Governing Body in its meeting held on 14.12.1991 and also keeping in view the recommendations made by Dr. Karan Singh Yadav Committee, the Director is pleased to order as under:

1. The faculty members working in various specialties/disciplines in various Centres of the Institute, where no separate department exists, will work under the direct control/supervision of the concerned Head of the Department of the Main Institute. These faculty members are part and form the core Faculty of the respective Departments at the AIIMS. They must participate in all activities of the Department of the Main Institute. This will not be applicable to those disciplines which have been granted the status of "Department".
2. The Head of the Department of the Main Institute will rotate the faculty members, including the faculty members of the Main Department, to various Centres as per the functional requirement of the Centres in the interest of uninterrupted patient care services and also taking care of career progression and professional satisfaction of the faculties.
3. The Head of the Department of the Main Institute will be responsible for writing of Annual Confidential Reports of all such faculty members whose deployment is on rotation basis.
4. While working under the direct control/supervision of the Head of the Department of Main Institute, the faculty members appointed against the sanctioned strength of various Centres will route all their applications through the Head of the Department of the Main Institute and subsequently the Chief of the concerned Centres where they are appointed.
5. At any point of time when it comes to entrusting the responsibility to act as Head of the Department, it will be on the basis of seniority of the faculty members irrespective of his/her appointment for main Department or for the Centres (as was done in the past in the case of Department of Pathology (Dr. Kusum Verma) and Department of Radio Diagnosis (Dr. S. Vashisth).

All concerned Chiefs of Centres/Heads of the Departments are requested to ensure strict compliance of the aforesaid orders.

Usha Chari
(K.K. Chidhari)

Senior Administrative Officer

Distributions:-

- | | |
|---------------------------------|--|
| 1. All Chief of Centres | } With the request to circulate the same among faculty members working under their control |
| 2. All Heads of the Departments | |

Copy to:-

1. The PS to Director
2. The PS to Dean (Academic)
3. The PS to Dy. Director (Admin.)

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29/01/2020

Gmail - Fwd: Guidelines for functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ACADEMIC SECTION**

No.F.1-2/Misc/2020-Acad.II

Ansari Nagar, New Delhi-29

Dated the:- 28.01.2020

MEMORANDUM

Subject: Guidelines for Functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi.

The undersigned has been directed to convey the approval of Competent Authority for the above guidelines as under.

The Guidelines for Functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi.

1: Centre:

The definition of a centre is restricted to those entities that are clearly defined as independent administrative units within the overall control of the Director. Centres should consist of multiple related specialties and be independent in their functioning. Centres should not be created with single departments.

The term "centre" is sometimes used in the name of departments and facilities at AIIMS. However, in administrative terms, merely the presence of the word "centre" within their name will not entitle them to the status of a "centre" as envisaged here.

The current Centres recognized are

1. Dr RP Centre,
2. BRA-IRCH
3. Cardiothoracic centre
4. Neurosciences centre
5. IPNA Trauma centre
6. CDER
7. NDDC
8. NCI-Ilajit

1.1: Functioning of faculty in a Centre:

1.1.1. Faculty appointed at a post advertised for a centre will primarily work at that centre. Office, Staff/OT/OPD/Clinic etc. will all be physically housed within the centre. For centres which have their own housing, faculty will stay in the housing provided on that centre's campus and will not be eligible for housing on main AIIMS campus or any other centre's campus.

1.1.2. They will be responsible for developing the academic program in their specialty either as a department or division (vide-infra). Academic exchange (thesis/projects/journal clubs/seminars/case-discussions) may be done with other centres/main department if physically feasible and agreed upon as in point 3 below.

1.1.3. There will be no automatic rotation of duties or privileges with other centres or the main department. However, faculty may discharge duties at another centre or main department if:

1. It is agreed upon by the majority of faculty (at all levels) who are affected by such exchange. This must be documented in writing in a physical faculty meeting.
2. The proposal must have the agreement of the Head of the departments/centre on both sides.
3. The proposal must have approval of the Director.
4. Such privileges must be in writing, for a fixed duration.

Page 1

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Gmail - Fwd: Guidelines for functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi

5. All provisions of section 1.1 will continue to apply
6. The rotation may be revoked by the director at any time

1.1.4: Intra specialty seniority will be considered only among faculty selected in a centre. They will not be eligible for equivalence or seniority with faculty of the same specialty in other centres or the main department. This will apply even if the faculty rotate with faculty in other centres or the main hospital.

1.1.5: If there is no department or division for a specialty in a centre, faculty members appointed in that specialty will report directly to the CoC. In order to cater to their academic growth, point no. 1.1.3 above should be considered favourably. However, this must be read in conjunction with all other points above.

1.1.6: In order to provide mentorship and administrative guidance to new centres, for a fixed period of time, the Director may:

1. Appoint senior faculty members of existing departments as mentors
2. Assign existing Heads of the Department to officiate as Head of Department for corresponding specialties in the new centres for a fixed period of time. Such HoDs would carry the same powers as of a HoD in a Department of a Centre.

1.2: Departments in centres:

Departments within a centre will be administrative units, would work on lines similar to independent departments in the main hospital, but without financial powers which would rest with the Chief of Centre (CoC). However, each department in a centre should be consulted while preparing financial plans for the centre and budget allocated for a centre should be appropriately assigned to departments within it.

1.2.1: Creation of departments in centres

The proposal to create a department within a centre will follow the same policies as for creation a department in the main hospital.

1.3: Divisions in departments in centres:

Divisions in departments in centres will follow the same rules as divisions in departments in the main hospital (2.2).

1.4: Divisions in centres (not within a department of a centre):

Divisions within a centre will be administrative units, reporting directly to the Chief of Centre (CoC).

1.4.1: Creation of divisions

- The proposal to create a division will be evaluated by a committee constituted by the Director. After approval of the Staff Council, a notification may be issued with approval of the Director.
- Minimum 3 faculty posts in that specialty
- An administrative appointment of 'Head of division' may be made by the director
- If a 'Head of division' is appointed, faculty within a division report to 'Head of division' who reports to CoC
- All Faculty ACR to be written by CoC, all financial powers with CoC
- Academic programs (MD/MS/DM/MCh/PhD/fellowship) may run within a division

1.5: Units in centres:

- May be created in any department or division
- Purely functional for provision of service
- Minimum 2 faculty in a unit
- There must be a valid justification for creation of unit and the proposal must be approved by the majority of faculty members in the department/division
- The proposal will be evaluated by a committee constituted by the Director and notification will be issued after approval of the Director

Page 2

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Gmail - Fwd: Guidelines for functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi.

2: Main Hospital**2.1: Departments in main hospital:**

The policies for creation of departments within the main hospital will remain unchanged

2.2: Divisions in Departments in Main Hospital:

Divisions in departments in the main hospital will be administrative units, reporting directly to the Head of the Department (HoD).

2.2.1: Creation of Divisions

- Divisions must be created on academic basis and not for purely service provision
- The proposal to create a division must be submitted by the HoD after approval of the majority of the faculty in the department in a faculty meeting. It will be evaluated by a committee constituted by the Director. After approval of the Staff Council, a notification may be issued with approval of the Director
- Minimum 2 faculty members in that sub specialty
- An administrative appointment of 'Head of division' may be made by the director on the recommendation of the Head of the Department. Faculty within a division report to 'Head of division' who reports to HoD. Appointment of 'Head of division' is not essential and in the absence of a designated 'Head of division', the faculty will report directly to the HoD
- Academic programs (MD/MIS/DI-I/MCI/PhD/fellowship) may run within a division

2.3: Units in main hospital:

- May be created in any department or division
- Purely functional for provision of service
- Minimum 2 faculty in a unit
- There must be a valid justification for creation of unit and the proposal must be approved by the majority of faculty members in the department and division
- The proposal will be evaluated by a committee constituted by the Director and notification will be issued after approval of the Director

This is for information of all concerned.

Authority:

- i. Academic Committee Agenda Item No. AC-117/11 in its meeting held on 20.11.2018.
- ii. Governing Body Agenda Item No GB-157/6 in its meeting held on 23.01.2019.

S. W. W. W.
REGISTRAR
28/1/2020

DISTRIBUTION:

1. PPS/PS to the Director, AIIMS
2. All Chief of Centres/Head of the Departments
3. PS/PA to Dean (Acad)/Assoc Dean/Registrar
4. PS/PA to Dean (Exam)/Assoc Dean (Exam)
5. Professor In-charge, Faculty Cell, AIIMS
6. PS to Sr. FA/FA/CAO/AO (Faculty)/AO (Cash)
7. Professor In-charge, Computer Facility to kindly circulate the above guidelines to all Chief of Centres/Head of the Departments/Faculty members of AIIMS and upload the same in the AIIMS website.

3175

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No. V-16020/46/2020-INI-I
Government of India
Ministry of Health & Family Welfare
(INI-I Section)

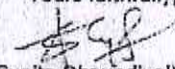
Nirman Bhawan, New Delhi
Dated the March, 2020

To
The Director,
All India Institute of Medical Sciences
Ansari Nagar
New Delhi-110029.

Sub: Representation regarding proposed guidelines for working arrangement for centre faculty at AIIMS, New Delhi regarding Administrative responsibility.

Sir,
I am directed to refer this Ministry's letter of even number dated 20.2.2020 forwarding therewith a copy of representation of Dr. Dilip Shende, Professor Anaesthesia, Dr. RPC, AIIMS, New Delhi on the above subject seeking comments of Director, AIIMS, New Delhi and to say that the comments are still awaited.

2. Meanwhile, we have received another representation dated 28.2.2020 from Dr. Dilip Shende which is enclosed herewith. It is requested that comments on the representations may be furnished to this Ministry within 7 days.

Yours faithfully,

(Sunita Dhaundiyal)
Under Secretary
Ph.: 23061843

OK

File No.V-16020/46/2020-INI-I

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No. V-16020/46/2020-INI-I
Government of India
Ministry of Health & Family Welfare
(INI-I Section)

Nirman Bhawan, New Delhi
Dated the 18th March, 2020

To

The Director,
All India Institute of Medical Sciences
Ansari Nagar
New Delhi-110029.

Sub: Representation regarding proposed guidelines for working arrangement for centre faculty at AIIMS, New Delhi - regarding Administrative responsibility.

Sir,

The undersigned is directed to refer this Ministry's letter of even number dated 20.2.2020 and 11.03.2020 reg. representation of Dr. Dilip Shende, Professor Anaesthesia, Dr. RPC, AIIMS, New Delhi on the above subject seeking comments of Director, AIIMS, New Delhi and to say that the comments are still awaited.

2. It is requested that comments on the representations may be furnished to this Ministry by 18.03.2020 positively for further action.

Yours faithfully,

(Sunita Dhaundiyal)
Under Secretary
Ph.: 23061843

Receipt No : 1751067/2020/INI-I

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1/45

1717064/2020/INI-I

Fwd: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

From: Sunita Dhaundiyal (sunita.dhaundiyal@nic.in)
 To: medical_education@ymail.com; durgesh.gupta@nic.in
 Date: Tuesday, 25 February, 2020, 10:40 am IST

Regards,

Sunita Dhaundiyal
 US(INI-I)
 Ministry of Health and Family Welfare
 Nirman Bhavan, New Delhi
 Tel. No.23061843

From: "Rabindra Prasad" <prasad.rabindra@gov.in>
 To: "Sunita Dhaundiyal" <sunita.dhaundiyal@nic.in>
 Sent: Friday, February 21, 2020 6:34:43 PM
 Subject: Fwd: Fwd: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

----- Forwarded Message -----

From: Sunil Sharma JS <sunil.sharma62@gov.in>
 To: Rabindra Prasad <prasad.rabindra@gov.in>
 Sent: Fri, 21 Feb 2020 17:51:49 +0530 (IST)
 Subject: Fwd: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

From: "Arun Singhal" <arun.singhal@nic.in>
 To: "Sunil Sharma JS" <sunil.sharma62@gov.in>
 Sent: Friday, February 21, 2020 5:47:55 PM
 Subject: Fwd: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

From: "Preeti Sudan" <secyhfw@nic.in>
 To: "Arun Singhal" <arun.singhal@nic.in>
 Sent: Friday, February 21, 2020 5:32:44 PM
 Subject: Fwd: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

Regards,

Preeti Sudan
 Secretary (Health & Family Welfare)
 Tel: +91-11-23061863, 23063221

From: "navdeep sokhal" <drnavdeep_kumar@yahoo.com>
 To: hfm@gov.in, "kuldip narayan" <kuldip.narayan@gov.in>, pstofm@gov.in, "arun singhal" <arun.singhal@nic.in>, "dr harshvardhan" <dr.harshvardhan@gov.in>, "moshealth akc" <moshealth.akc@gov.in>, secyhfw@nic.in
 Sent: Friday, February 21, 2020 3:14:54 PM
 Subject: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

Respected Sir/ Madam,

Receipt No : 1751067/2020/INI-I

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2/45

1717064/2020/INI-I

Namaste!

This is to bring to your kind attention regarding issue faced by faculty at prestigious All India Institute of Medical Sciences.

Through the memorandum No. F.1-2/Misc/2020-Acad.II, dated 28-01-2020, new guidelines have been issued regarding working of faculty in various centres of AIIMS, New Delhi.

These centres were created within AIIMS for the development of specialized patient care. In all centres, there are one or more core specialties catering to specialized patient care. Faculties from allied specialties (like Anaesthesiology, Pathology, etc) were also recruited in the centres to provide services for the convenience of patients. These allied centre faculties were selected following the same procedure as done for any other faculty at AIIMS, New Delhi, and many were selected in the same interview as of the faculties of their specialty in main AIIMS. The recruitments were done with the understanding that allied centre faculty will be associated with their core department in main AIIMS for clinical, academic, research and administrative purposes. Accordingly, a regulation was made regarding relationship of various centres with AIIMS by the competent authority after rigorous discussions in various committees and due approval of Ministry of Health and Family Welfare (Ref. attachments).

The guidelines issued through the present memorandum are antithesis to the existing regulation putting the allied centre faculty at extreme disadvantage. The most disturbing components of the guidelines are:

1. Implementing the guidelines retrospectively would be detrimental to all allied centre faculty, even those who were recruited when previous regulation was in place; thus changing to a large extent the terms and conditions of service of such faculty.
2. Seniority of allied centre faculty is not being counted with their core specialty.
3. Nature of job of allied centre faculty is being reduced to very rudimentary level; wherein they are able to only deliver centre specific patient care without being involved in clinical services of their core specialization, and also are being excluded from academics or administrative responsibilities.

Sir, I have tried to sort out the issue by all possible means- including personal and written communications, and meeting all levels of administration including the Director, AIIMS- New Delhi; however, to no avail.

With great hope I am approaching you to apprise you of the situation. Kindly take necessary actions and prevent these guidelines from being implemented. I also request you to kindly ensure that the previous regulation of 1983 continues, so that the unified structure of AIIMS is not disturbed.

All the relevant documents are attached with the mail for your kind reference please.

Thanking you.

Sincerely,

Dr. Navdeep Sokhal
Additional Professor
Critical and intensive care
Department of Neuroanaesthesiology and Critical Care
All India Institute of Medical Sciences, New Delhi-29

Attachments:


- 1 to 6. Minutes of meetings, approval of MOHFW and order by Director AIIMS regarding 'relationship of various centres with AIIMS'.
7. 2014 guidelines which are as per the AIIMS regulation.
8. Memorandum No. F.1-2/Misc/2020-Acad.II, dated 28-01-2020.
9. The representation given to the Director, AIIMS
10. Executive summary of the representation given to the Director, AIIMS.


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 10. Summary Representation against Memo 2020.doc
35.5kB


 1. MOM subcommittee chaired by Dr.Sidhu 25.06.1979 (1).pdf
462.5kB


 2. MOM subcommittee chaired by HFM 28.05.1981.pdf
787.7kB

 3. Note for Institute.pdf
369.4kB


 4. Letter of MOHFW to Director AIIMS 31.03.1983.pdf
793.2kB

 5. Order by Director AIIMS 02.05.1983.pdf
108.4kB

 6. Order signed by Director HD Tandon.pdf
1.61MB

 7. 2014 guidelines.jpg
36.71kB

 8. New Guidelines- Memorandum dated 28.01.2020.pdf
827kB

 9. Representation against Memo 2020.doc
34.5kB

1717064/2020/INI-I

Fwd: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

From: Sunita Dhaundiyal (sunita.dhaundiyal@nic.in)
 To: medical_education@ymail.com; durgesh.gupta@nic.in
 Date: Tuesday, 25 February, 2020, 10:43 am IST

Regards,

Sunita Dhaundiyal
 US(INI-I)
 Ministry of Health and Family Welfare
 Nirmah Bhavan, New Delhi
 Tel. No.23061843

From: "Rabindra Prasad" <prasad.rabindra@gov.in>
 To: "Sunita Dhaundiyal" <sunita.dhaundiyal@nic.in>, "Durgesh Gupta" <durgesh.gupta@nic.in>
 Sent: Monday, February 24, 2020 11:01:48 AM
 Subject: Fwd: Fwd: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

----- Forwarded Message -----
 From: Sunil Sharma JS <sunil.sharma62@gov.in>
 To: Rabindra Prasad <prasad.rabindra@gov.in>
 Sent: Mon, 24 Feb 2020 10:39:27 +0530 (IST)
 Subject: Fwd: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

From: "Arun Singhal" <arun.singhal@nic.in>
 To: "Sunil Sharma JS" <sunil.sharma62@gov.in>
 Sent: Monday, February 24, 2020 10:19:19 AM
 Subject: Fwd: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

From: "Sanjay Sharma" <drssharma@hotmail.com>
 To: "dr harshvardhan" <dr.harshvardhan@gov.in>
 Sent: Saturday, February 22, 2020 1:36:45 PM
 Subject: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

Respected Sir,

Through the memorandum No. F.1-2/Misc/2020-Acad.II, dated 28-01-2020, new guidelines have been issued regarding working of faculty in various centres of AIIMS, New Delhi.

These centres were created within AIIMS for the development of specialized patient care. In all centres, there are one or more core specialties catering to specialized patient care, like Ophthalmology in Dr. R P-Centre. Faculties from allied specialties (like Anaesthesiology, Pathology etc.) were also recruited in the centres- to provide services for the convenience of patients. These allied centre faculties were selected following the same procedure as done for any other faculty at AIIMS, New Delhi, and many were selected in the same interview as of the faculties of their specialty in main AIIMS. The recruitments were done with the understanding that allied centre faculty will be associated with their core department in main AIIMS for clinical, academic, research and administrative purposes. Accordingly, a regulation was made regarding relationship of various centres with AIIMS

Receipt No : 1751067/2020/INI-I

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by the competent authority after rigorous discussions in various committees and due approval of Ministry of Health and Family Welfare (Ref. attachments).

The guidelines issued through the present memorandum are antithesis to the existing regulation putting the allied centre faculty at extreme disadvantage. The most disturbing components of the guidelines are:

1. Implementing the guidelines retrospectively would be detrimental to all allied centre faculty, even those who were recruited when previous regulation was in place; thus changing to a large extent the terms and conditions of service of such faculty.
2. Seniority of allied centre faculty is not being counted with their core specialty.

3. Nature of job of allied centre faculty is being reduced to very rudimentary level; wherein they are able to only deliver centre specific patient care without being involved in clinical services of their core specialization, and also are being excluded from academics or administrative responsibilities.

Sir, I have tried to sort out the issue by all possible means- including personal and written communications, and meeting all levels of administration including the Director, AIIMS- New Delhi; however, to no avail.

With great hope I am approaching you to apprise you of the situation. Kindly take necessary actions and prevent these guidelines from being implemented. I also request you to kindly ensure that the previous regulation of 1983 continues, so that the unified structure of AIIMS is not disturbed.

All the relevant documents are attached with the mail for your kind reference please.

Thanking you.

Dr.Sanjay Sharma

Professor, Radiodiagnosis (RPC)

All India Institute of Medical Sciences

New Delhi 110029, India

Tel. +91 11 26593078



Receipt No : 1751067/2020/INI-I

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IMPORTANT_REGARDING_CENTRE_FACULTY_ISSUE.zip
 5.5MB

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7/45

1717064/2020/INI-I

Fwd: Subject: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

From: Sunita Dhaundiyal (sunita.dhaundiyal@nic.in)
 To: medical_education@ymail.com; durgesh.gupta@nic.in
 Date: Tuesday, 25 February, 2020, 10:44 am IST

Regards,

Sunita Dhaundiyal
 US(INI-I)
 Ministry of Health and Family Welfare
 Nirman Bhavan, New Delhi
 Tel. No.23061843

From: "Rabindra Prasad" <prasad.rabindra@gov.in>
 To: "Sunita Dhaundiyal" <sunita.dhaundiyal@nic.in>, "Durgesh Gupta" <durgesh.gupta@nic.in>
 Sent: Monday, February 24, 2020 11:01:12 AM
 Subject: Fwd: Fwd: Subject: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

----- Forwarded Message -----

From: Sunil Sharma JS <sunil.sharma62@gov.in>
 To: Rabindra Prasad <prasad.rabindra@gov.in>
 Sent: Mon, 24 Feb 2020 10:35:46 +0530 (IST)
 Subject: Fwd: Subject: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

From: "Nipun Vinayak" <js.me-mohfw@gov.in>
 To: "Sunil Sharma JS" <sunil.sharma62@gov.in>
 Sent: Monday, February 24, 2020 9:33:07 AM
 Subject: Fwd: Subject: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

From: "Preeti Sudan" <secyhw@nic.in>
 To: "Arun Singhal" <arun.singhal@nic.in>, "Nipun Vinayak" <js.me-mohfw@gov.in>
 Sent: Friday, February 21, 2020 5:49:13 PM
 Subject: Fwd: Subject: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

Regards,

Preeti Sudan
 Secretary (Health & Family Welfare)
 Tel: +91-11-23061863, 23063221

From: "sanjeev bhoi" <sanjeevbhoi@gmail.com>
 To: "dr harshvardhan" <dr.harshvardhan@gov.in>, hfm@gov.in, "moshealth akc" <moshealth.akc@gov.in>, "kuldip narayan" <kuldip.narayan@gov.in>, secyhw@nic.in, pstofm@gov.in
 Cc: "arun singhal" <arun.singhal@nic.in>
 Sent: Friday, February 21, 2020 3:16:48 PM
 Subject: Subject: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

Receipt No : 1751067/2020/INI-i

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1717064/2020/INI-i

Subject: New guidelines regarding working of Center faculty at AIIMS, New Delhi, are discriminatory for faculty and are against mandate of AIIMS

Respected Sir,

Through the memorandum No. F.1-2/Misc/2020-Acad.II, dated:28-01-2020, new guidelines have been issued regarding working of faculty in various centres of AIIMS, New Delhi.

These centres were created within AIIMS for the development of specialized patient care. In all centres, there are one or more core specialties catering to specialized patient care, like Ophthalmology in Dr. R P Centre. Faculties from allied specialties (like Anaesthesiology, Pathology etc.) were also recruited in the centres- to provide services for the convenience of patients. These allied centre faculties were selected following the same procedure as done for any other faculty at AIIMS, New Delhi, and many were selected in the same interview as of the faculties of their specialty in main AIIMS. The recruitments were done with the understanding that allied centre faculty will be associated with their core department in main AIIMS for academic, research and administrative purposes. Accordingly, a regulation was made regarding relationship of various centres with AIIMS by the competent authority after rigorous discussions in various committees and due approval of Ministry of Health and Family Welfare. (Ref. attachments).

The guidelines issued through the present memorandum are antithesis to the existing regulation putting the allied centre faculty at extreme disadvantage. The most disturbing components of the guidelines are:

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Sir, I have tried to sort out the issue by all possible means- including personal and written communications, and meeting all levels of administration including the Director, AIIMS- New Delhi; however, to no avail.

With great hope I am approaching you to apprise you of the situation. Kindly take necessary actions and prevent these guidelines from being implemented, I also request you to kindly ensure that the previous regulation of 1983 continues, so that the unified structure of AIIMS is not disturbed.

All the relevant documents are attached with the mail for your kind reference please.

Subject: New guidelines regarding working of Center faculty at AIIMS, New Delhi, are discriminatory for faculty and are against mandate of AIIMS

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1717064/2020/INI-I

Thanking you.

Sincerely,

Dr Sanjeev Bhol

Professor

Emergency Medicine

JPN Apex Trauma Centre

AIIMS

New Delhi

Attachments:

1. Minutes of meetings, approval of MOHFW and order by Director AIIMS regarding 'relationship of various centres with AIIMS'.
2. 2014 guidelines which are as per the AIIMS regulation.
3. Memorandum No. F.1-2/Misc/2020-Acad.II, dated 28-01-2020.
4. The representation given to the Director, AIIMS
5. Executive summary of the representation given to the Director, AIIMS

Dr Sanjeev Bhol

Miles to walk before we sleep in journey from casualty to emergency medicine.



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ssRepresentation against Memo 2020 (1).doc 54.5kB

2014 guidelines.jpg 307kB

New Guidelines - Memorandum dated 28.01.2020.pdf

Receipt No : 1751067/2020/INI-I

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1717064/2020/INI-I

Fwd: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

From: Sunita Dhaundiyal (sunita.dhaundiyal@nic.in)
 To: medical_education@ymail.com; durgesh.gupta@nic.in
 Date: Tuesday, 25 February, 2020, 10:44 am IST

Regards,

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 US(INI-I)
 Ministry of Health and Family Welfare
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 Tel. No.23061843

From: "Rabindra Prasad" <prasad.rabindra@gov.in>
 To: "Durgesh Gupta" <durgesh.gupta@nic.in>, "Sunita Dhaundiyal" <sunita.dhaundiyal@nic.in>
 Sent: Monday, February 24, 2020 11:02:08 AM
 Subject: Fwd: Fwd: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

----- Forwarded Message -----

From: Sunil Sharma JS <sunil.sharma62@gov.in>
 To: Rabindra Prasad <prasad.rabindra@gov.in>
 Sent: Mon, 24 Feb 2020 10:39:44 +0530 (IST)
 Subject: Fwd: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

From: "Arun Singhal" <arun.singhal@nic.in>
 To: "Sunil Sharma JS" <sunil.sharma62@gov.in>
 Sent: Monday, February 24, 2020 10:32:22 AM
 Subject: Fwd: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

From: "Biplab Mishra" <biplabaiims@gmail.com>
 To: "dr harshvardhan" <dr.harshvardhan@gov.in>, hfm@gov.in, "moshealth akc" <moshealth.akc@gov.in>, "kuldip narayan" <kuldip.narayan@gov.in>, secyhw@nic.in, pstofm@gov.in, "arun singhal" <arun.singhal@nic.in>
 Sent: Saturday, February 22, 2020 4:11:10 PM
 Subject: New guidelines regarding working of Centre faculty at AIIMS- New Delhi, are discriminatory for faculty and are against mandate of AIIMS

Respected Sir,

Through the memorandum No. F.1-2/Misc/2020-Acad.II, dated 28-01-2020, new guidelines have been issued regarding working of faculty in various centres of AIIMS, New Delhi.

These centers were created within AIIMS for the development of specialized patient care. In all centres, there are one or more core specialties catering to specialized patient care, like Ophthalmology in Dr. R P Centre or JPNATC for care of Trauma victims. Faculties from allied specialties (like Anaesthesiology, Pathology etc.) were also recruited in the centres- to provide services for the convenience of patients. These allied centre faculties were selected following the same procedure as done for any other faculty at AIIMS, New Delhi, and many were selected in the same interview as of the faculties of their specialty in main AIIMS. The recruitments were done with the understanding that allied centre faculty will be associated with their core department in main AIIMS for clinical, academic, research and administrative purposes. Accordingly, a regulation was made regarding relationship of various centres with AIIMS by the competent authority after rigorous discussions in various committees and due approval of Ministry of Health and Family Welfare (Ref. attachments).

The guidelines issued through the present memorandum are antithesis to the existing regulation putting the allied centre faculty at extreme disadvantage. The most disturbing components of the guidelines are:

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1. Implementing the guidelines retrospectively would be detrimental to all allied centre faculty, even those who were recruited when previous regulation was in place; thus changing to a large extent the terms and conditions of service of such faculty.
2. Seniority of allied centre faculty is not being counted with their core specialty.
3. Nature of job of allied centre faculty is being reduced to very rudimentary level; wherein they are able to only deliver centre specific patient care without being involved in clinical services of their core specialization, and also are being excluded from academics or administrative responsibilities.

Sir, I have tried to sort out the issue by all possible means- including personal and written communications, and meeting all levels of administration including the Director, AIIMS- New Delhi; however, to no avail.

With great hope I am approaching you to apprise you of the situation. Kindly take necessary actions and prevent these guidelines from being implemented. I also request you to kindly ensure that the previous regulation of 1983 continues, so that the unified-structure of AIIMS is not disturbed.

All the relevant documents are attached with the mail for your kind reference please.

Thanking you.

Dr. Biplab Mishra
MBBS (AIIMS), MS(AIIMS), FACS
Professor of Surgery,
Division of Trauma Surgery & Critical Care,
JPN Apex Trauma Center,
AIIMS, New Delhi

Attachments:

1. Minutes of meetings, approval of MOHFW and order by Director AIIMS regarding 'relationship of various centres with AIIMS'.
2. 2014 guidelines which are as per the AIIMS regulation.
3. Memorandum No. F.1-2/Misc/2020-Acad.II, dated 28-01-2020.
4. The representation given to the Director, AIIMS



2014 guidelines.jpg
3.7 KB

Note for Institute.pdf
109.4 KB






MOM subcommittee chaired by Dr.Sidhu 25.06.1979.pdf
46.5 KB

Order by Director AIIMS 02.05.1983.pdf

Receipt No : 1751067/2020/INI-I

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-  MOM subcommittee chaired by HFM 28.05.1981.pdf
767.7kB
-  New Guidelines- Memorandum dated 28.01.2020.pdf
8.7kB
-  Order signed by Director HD Tandon.pdf
3.07kB
-  Representation against Memo 2020.doc
5.1kB
-  Summary Representation against Memo 2020.doc
36.5kB

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ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110 029

No. F 243/20140-Inst.I

Dated this: 28 AUG 2021

MEMORANDUM

Subject: Streamlining the working arrangement of faculty posted in various specialities in Centres and main Departments at the AIIMS, New Delhi - reg.

In supersession of this office memorandum of even number dated the 1st August, 2014 on the subject cited above, it is notified for information of all concerned that, after having detailed discussion with various Chiefs of Centres/Heads of the Departments on the issue of streamlining the working arrangement of faculty posted in similar disciplines/specialities in various Centres and main Departments at the AIIMS, New Delhi in the light of the decision of the Academic Committee meeting held on 03.10.1991 vide agenda item no. AC/11 and approved by the Governing Body in its meeting held on 14.12.1991 and also keeping in view the recommendations made by Dr. Karan Singh Yadav Committee, the Director is pleased to order as under:

1. The faculty members working in various specialities/disciplines in various Centres of the Institute, where no separate department exists, will work under the direct control/supervision of the concerned Head of the Department of the Main Institute. These faculty members are part and form the core Faculty of the respective Departments at the AIIMS. They must participate in all activities of the Department of the Main Institute. This will not be applicable to those disciplines which have been granted the status of Department.
2. The Head of the Department of the Main Institute will rotate the faculty members, including the faculty members of the Main Department, in various Centres as per the functional requirement of the Centres in the interest of uninterrupted patient care services and also taking care of career progression and professional satisfaction of the faculties.
3. The Head of the Department of the Main Institute will be responsible for writing of annual Confidential Reports of such faculty members whose deployment is on rotation basis.
4. While working under the direct control/supervision of the Head of the Department of Main Institute, the faculty members appointed against the sanctioned strength of various Centres will route all their applications through the Head of the Department of the Main Institute and subsequently the Chief of the concerned Centres where they are appointed.
5. At any point of time when it comes to entrusting the responsibility to act as Head of the Department, it will be on the basis of seniority of the faculty members irrespective of his/her appointment for main Department or for the Centres (as was done in the past in the case of Department of Pathology (Dr. Kusum Verma) and Department of Radio Diagnosis (Dr. S. Vachisetti).

All concerned Chiefs of Centres/Heads of the Departments are requested to ensure strict compliance of the aforesaid orders.

H.K.K. Ghosh
(H.K.K. Ghosh)
Senior Administrative Officer

Distributions:-

1. All Chief of Centres
2. All Heads of the Departments

With the request to circulate the same among faculty members working under their control

Copies:-

1. The PS to Director
2. The PS to Dean (Academic)
3. The PS to Dr. Director (Admin)

Receipt No : 1751067/2020/INI-I

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No.F.20-43/71-Estt.I

NOTE FOR THE INSTITUTE

(Any other matter with the permission of the Chair)

Item No. I.C./5(a)

Working relationship between A.I.I.M.S. and
Dr. Rajendra Prasad Centre for Ophthalmic Sciences
& other Super-speciality Centres.

.....

A Sub-Committee was appointed under the Chairmanship of the President of the Institute with Dr. M.M.S. Sidhu, Dr. R.M. Rath, Dr. I.D. Bajaj and Dr. H.D. Tandon as members to go into the question of (i) Working relationship between the A.I.I.M.S. and Dr. Rajendra Prasad Centre for Ophthalmic Sciences and (ii) power of the Heads of the Departments and the Heads of the Centres including Dr. R.P. Centre, in accordance with the decision of the Governing Body taken at their meeting held on 26.6.78.

The Institute in their meeting held on 14.2.80 decided that the said Committee may submit the report to them.

The Sub-Committee met on two occasions to go into the aforesaid issues and the recommendation finalised by the Committee at their meeting held on the 20th May, 1981 (copy enclosed as Annexure-I) were placed before the Institute for their consideration at their meeting held on 10.11.81. While considering the recommendations of the Sub-Committee the Institute decided as under:-

"The President was authorised to take a decision in the matter after consultation with Director, Chiefs of Centres and some members of the Institute Body."

In pursuance of the above decision of the Institute Body, the recommendations of the aforesaid Sub-Committee were submitted to the President of the Institute for consideration and decision.

The Ministry of Health & Family Welfare has communicated the decisions taken by the President of the Institute on the recommendations of the Sub-Committee as per their letter No.V.16015/7/80-ME(PG) dated the 31st March, 1983, which may kindly be seen for perusal at Annexure-II. The necessary orders have been issued for implementation of the decision taken by the President of the A.I.I.M.S. on the recommendations of the Sub-Committee on 2.5.83 (copy enclosed Annexure-III).

The question of grant of the same special pay of Rs.250/-p.m. to the Chiefs of the (i) Neuro-Sciences Centre (ii) Cardio-thoracic Centre and (iii) Institute Rotary Cancer Hospital as allowed in the case of Chief of Dr. R.P. Centre, is being placed before the Standing Finance Committee for consideration as decided by the President, A.I.I.M.S.

This is placed before the Institute for kind information.

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MINUTES OF THE MEETING OF THE SUB-COMMITTEE
APPOINTED TO GO OVER THE POWERS OF THE HEADS
OF THE DEPARTMENT AND HEADS OF THE CENTRES
HELD ON MONDAY THE 25TH OF JUNE, 1979.

PRESENT:

| | |
|---------------------------|------------------|
| (1) Dr. M.M.S. Sidhu | Chairman |
| (2) Dr. Sushila Bhat | Member |
| (3) Shri Rajeshwar Prasad | Member |
| (4) Dr. O. Sankaran | Member |
| (5) Dr. L.P. Agarwal | Member-Secretary |

The first meeting of the Sub-Committee appointed to go over the powers of the Heads of the Units and the Departments and Heads of the Centres, including the Dr. Rajendra Prasad Centre for Ophthalmic Sciences was held on the 25th June, 1979 and the following tentative decisions were taken:-

- (1) That the unified structure of the Institute should not be disturbed and that all the Centres and the Departments shall function within the AIIMS Act of 1956 and the rules and regulations framed thereunder. The Director shall exercise such supervisory executive control over the Departments and the Centres as provided for in the above mentioned Act.
- (2) That the Committee did not approve of the creation of several Deans or Vice-Deans as suggested by the Director but said for the time being we may restructure the Institute as Units, Departments and Centres in the Institute as a composite whole.
- (3) The Committee reviewed the order of the 10th of January, 1975 passed by the President of the Institute and thought it was a good working base but further expressed the opinion that the appointing and disciplinary authority should be the Director for the whole Institute including the Centres.
- (4) The Committee was also of the view that except for the routine communications, no Head of the Departments or the Head of the Centres should address communications to the Ministry of Health, Government of India or to the International organisations.
- (5) Members of the Committee were of the view that the powers to be delegated to the Heads of the Centres should be carefully studied so that the unity of the Institute is not disturbed. The Committee desired that the Director should prepare a comparative chart showing the powers delegated at present to the Head of Eye Centre and Heads of the Departments and proposed to be delegated to the Heads of the Units, the Heads of the Departments and Heads of the Centres.
- (6) The Committee also deliberated on the designation of the Heads of the Centres and was of the view that till such time as a final decision on this matter is taken, the present designation of the Chief Organiser should continue as far as the Centre for Ophthalmic Sciences is concerned.

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(7) The question of filling up the Confidential reports of the faculty was also discussed. It was decided that if in a Unit, Department or in the Centre there are equal ranking officers i.e. more than one Professor or more than one Associate Professor, then the confidential reports of equal ranking officers will be written by the next higher authority i.e. if there are two Associate Professors in a Unit, the confidential report of those Associate Professors will be written by the Head of the Department who will be a Professor. For all Professors of the Institute, the Confidential reports will be written by the Director.

The meeting came to a close with a vote of thanks to the Chair.

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Annexure-III

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

Ansari Nagar, New Delhi-29

Dated the 2nd May, 1983

G.F.20-45/71-Estt.I.

ORDER

Subject: Working relationship between A.I.I.M.S. and Dr.R.P.Centre for Ophthalmic Sciences and other Super-speciality centres.

In accordance with the recommendations of the Institute Body in its meeting held on 10.11.1981, the President, AIIMS on the recommendations of the Sub-Committee appointed by the Institute to go into the question of (i) Working relationship between A.I.I.M.S. and Dr.R.P.Centre for Ophthalmic Sciences and (ii) powers of the Heads of the Departments, the Heads of the Centres including Dr.R.P.Centre, the following arrangements are ordered for the functioning of the Dr.Rajendra Prasad Centre for Ophthalmic Sciences vis-à-vis for other super-speciality centres at the A.I.I.M.S. with immediate effect:-

- (i) The designation of the "Chief Organiser, Dr.R.P.Centre for Ophthalmic Sciences" is changed to "Chief of Dr.R.P. Centre for Ophthalmic Sciences" which may be used in all correspondence by all concerned with immediate effect.
- (ii) The following officers are appointed as chief of the super-speciality centres as indicated against each:-
 1. Prof. P.N.Tandon,
Head of the Deptt.
of Neuro-surgery - Chief of Neuro-Sciences Centre
 2. Prof. H.L. Bahia,
Head of the Deptt.
of Cardiology - Chief of Cardio-thoracic Centre
 3. Prof. N.C. Nayak,
Head of the Deptt.
of Pathology - Chief of Institute-Rotary Cancer Hospital
- (iii) The disciplinary powers enjoyed by the Chief of Dr.R.P. Centre, shall also be enjoyed by the chiefs of other above mentioned centres.
- (iv) The present arrangements of administrative powers delegated to the Chief of Dr.R.P.Centre, and privileges permitted to him shall also be applicable in the case of 'Chiefs' of other Centres, and particularly, they will be responsible for the following functions:-
 - (a) Preparation of budget and formulation of future year plans.
 - (b) Preparation of the agenda items for the Institute Body, Governing Body and various standing Committees of the Institute.

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- (c) Over all supervision of the working of the respective Centres and coordination of the functioning of the participating Departments of the Institute.
- (d) The budget proposals for these centres will be prepared and presented independently of that of the Institute as being done for the H.R. Centre.
- (v) The Chiefs of all the Centres shall be invited to attend all the meetings of the Institute Body, Governing Body and other Standing Committees of the Institute when items pertaining to their respective Centres are to be discussed.
- (vi) The standing orders for filling up of the C.Rs. of the Faculty will continue to be followed. The Chiefs of the centres will be the Reporting Officers for faculty members including Professors on the pay rolls of the respective Centres. For these, the Director will be the Reviewing Officer and the President will be the accepting officer. For Chiefs of Centres and Professors of the main Institute, the Director will be Reporting Officer and the President will be the reviewing and accepting officer.
- (vii) There will be no separate cadre for the staff of the Centres for the purposes of seniority and promotional avenues.
2. For operational efficiency a Project Committee/Advisory Committee shall be constituted by the Director for each of the Centres to take decision on inter-departmental matters concerning the centres and to advise the Director on policy matters including those pertaining to administrative control of faculty staff of different disciplines with a centre and the Director shall decide on the policy matters according to the needs and requirements of those super-speciality centres. However, matters falling within the purview of the Standing Committee and Governing Body would be taken up at the appropriate level.
3. The faculty staff working at the Centres should have close academic links with the faculty at the Institute and the related disciplines.
4. Under the present stage of development in some super-specialities, it is not considered necessary for developing all the supportive services under the direct control of the Centres, whereas in some areas such direct control can be affected according to the needs felt by the Project/Advisory Committee with the approval of the Director.

The above orders may be implemented by all the Chiefs of the Centres forthwith.

Sd/-

(H.D. TADJON)
DIRECTORDistribution:

1. Dr. Madan Mohan,
Chief of Dr. R.P. Centre for Ophthalmic Sciences
2. Dr. P.N. Tadjon,
Chief of Neuro-Sciences Centre
3. Dr. M.L. Datta,
Chief of Cardio-Thoracic Centre
4. Prof. H.C. Nayak,
Chief of Institute Rotary Cancer Hospital
5. All Departments/Sections/Unit

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ANNEXURE-I

Minutes of the meeting of the Sub Committee appointed to go over the powers of the Heads of the Departments and Head of the Centres held on 20th May, 1981 at 11.30 A.M. in the Board Room, AIIMS, New Delhi.

PRESENT

- | | |
|----------------------|-------------------|
| 1. Shri Kripa Narain | Chairman |
| 2. Dr. N.M.S. Siddin | Member |
| 3. Dr. R.N. Rath | Member |
| 4. Dr. I.D. Bajaj | Member |
| 5. Dr. H.D. Tandon | Member Secretary. |

Dr. Madan Mohan Chief Organiser, Dr. R.P. Centro, Dr. N. Gopinath, Professor & Head of the Department of Thoracic & Vascular Surgery and Dr. P. N. Tandon, Professor and Head of the Department of Neuro-Surgery were also present.

It was noted that in the minutes of the Institute Body meeting held on 30.4.1981, vide item No. 1.3/2, the staff of the Centres has been referred to as "employees of the Centres concerned". It should be suggested to the Institute Body that this may be corrected as under:

"Employees working in the Centres."

Re-designation of the Chief Organiser, Dr. R.P. Centro:

It was decided that this designation be changed to "Chief of the Dr. R.P. Centro". Similar designation may be used for the Heads of the Neuro Sciences, Cardio-thoracic and Cancer Centres.

Nomination of Heads of Centres being developed at the Institute:

The Committee recommends that the following be designated as Chiefs of these Centres as designated below:

1. Neuro-Sciences Centro - Prof. P.N. Tandon
2. Cardio-thoracic Centro - Prof. K. Gopinath
3. Instituto-Rotary Cancer Hospital - Prof. H.D. Tandon.

It has also recommended that as in the case of Chief of the Dr. R.P. Centro, the above Chiefs of Centres may be granted the same special pay of Rs. 250/- per month.

The Committee also recommends a special pay to the Dean of the Institute.

.....2/-

29-01-2020, 17:00

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After detailed discussion on each item as recorded in the minutes of the meeting of the Sub-Committee appointed to go over the powers of the Heads of the Departments and Head of the Centres held on 25th June, 1979, the Committee made the following observations:

1. That the unified structure of the Institute should not be disturbed and that all the Centres and the Departments shall function within the AIMS Act of 1956 and the rules and regulations framed thereunder. The Director shall exercise such supervision and executive control over the Departments and the Centres as provided for in the above mentioned Act.

2. The disciplinary powers of the Director and the Chief of the Dr.R.P.Centre have already been defined in the revised Regulations. These should also be applicable to the Chiefs of other Centres.

3. The Chiefs of Dr.R.P.Centre, as well as of the other Centres may address communications, other than routine ones, to the Ministries of Government of India and International Organisations after obtaining prior approval of the Director.

4. The present arrangements of administrative powers delegated to the Chief of the Dr.R.P.Centre and privileges permitted to him should, in principle, also be applicable in case of the other Centres. However, Dr. Gopinath, Dr. P.N. Tandon and Dr. H.D. Tandon agreed with the President that they would not, at this stage, like to be burdened with the total administrative responsibilities of their respective Centres, as presently is the case with the Dr.R.P.Centre. Nevertheless, they will be responsible for the following functions:-

1. Preparation of budget and formulation of future five year plans.
2. Preparation of the agenda items for the Institute Body, Governing Body and various standing committees of the Institute.
3. Over all supervision of the working of the respective Centres and Coordination of the functioning of the participating Departments of the Institute.
4. The budget proposals for these Centres will be prepared and presented independently of that of the Institute as being done for the R.P.Centre.

For the day to day functioning of the Centres other than the R.P. Centre, the Institute will provide the minimum necessary administrative support.

In case of any difficulties faced by the new Centres the above arrangements will be reviewed.

.....3/-

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- 5. The Chiefs of these Centres will be invited to attend all meetings of the Institute Body, Governing Body and other standing Committees of the Institute, where items pertaining to them are to be discussed.
- 6. The Chiefs of all Centres will be consulted by the Director while taking any policy decisions concerning them.
- 7. The standing orders for filling up of the GRS of the Faculty will continue to be followed. The Chiefs of Centres will be the reporting officers for all faculty members including Professors on the pay role of the Centres. For those the Director will be Reviewing Officer and the President, the Accepting Officer.

For Chiefs of Centres and Professors of the Institute the Director will be Reporting Officer and the President will be the Reviewing and Accepting Officer.

- 8. There will be no separate cadre for the staff of the Centres, for purposes of seniority and promotional avenues.
- The meeting then came to a close with a vote of thanks to the Chair.

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Gmail - Fwd: Guidelines for functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi.

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ACADEMIC SECTION

No.F.1-2/Misc/2020-Acad.II

Ansari Nagar, New Delhi-29
Dated the:- 28.01.2020

MEMORANDUM

Subject: Guidelines for Functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi.

The undersigned has been directed to convey the approval of Competent Authority for the above guidelines as under:

The Guidelines for Functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi.

1: Centre:

The definition of a centre is restricted to those entities that are clearly defined as independent administrative units within the overall control of the Director. Centres should consist of multiple related specialties and be independent in their functioning. Centres should not be created with single departments.

The term "centre" is sometimes used in the name of departments and facilities at AIIMS. However, in administrative terms, merely the presence of the word "centre" within their name, will not entitle them to the status of a "centre" as envisaged here.

The current Centres recognized are:

1. Dr RP Centre
2. BRA-IRCI
3. Cardiothoracic centre
4. Neurosciences centre
5. JPNA Trauma centre
6. CDER
7. NDDC
8. NCI-Jhajjar

1.1: Functioning of faculty in a Centre:

1.1.1: Faculty appointed at a post advertised for a centre will primarily work at that centre. Office/ Staff/OT/OPD/Clinic etc. will all be physically housed within the centre. For centres which have their own housing, faculty will stay in the housing provided on that centre's campus and will not be eligible for housing on main AIIMS campus or any other centre's campus.

1.1.2: They will be responsible for developing the academic program in their specialty either as a department or division (vide-infra). Academic exchange (thesis/projects/journal clubs/seminars/case-discussions) may be done with other centres/main department if physically feasible and agreed upon as in point 3 below.

1.1.3: There will be no automatic rotation of duties or privileges with other centres or the main department. However, faculty may discharge duties at another centre or main department if:

1. It is agreed upon by the majority of faculty (at all levels) who are affected by such exchange. This must be documented in writing in a physical faculty meeting.
2. The proposal must have the agreement of the Head of the departments/centre on both sides.
3. The proposal must have approval of the Director.
4. Such privileges must be in writing, for a fixed duration.

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Gmail - Fwd: Guidelines for functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi.

5. All provisions of section 1.1 will continue to apply
6. The rotation may be revoked by the director at any time

1.1.4: Intra specialty seniority will be considered only among faculty selected in a centre. They will not be eligible for equivalence or seniority with faculty of the same specialty in other centres or the main department. This will apply even if the faculty rotate with faculty in other centres or the main hospital.

1.1.5: If there is no department or division for a specialty in a centre, faculty members appointed in that specialty will report directly to the CoC. In order to cater to their academic growth point no. 1.1.3 above should be considered favourably. However, this must be read in conjunction with all other points above.

1.1.6: In order to provide mentorship and administrative guidance to new centres, for a fixed period of time, the Director may:

1. Appoint senior faculty members of existing departments as mentors.
2. Assign existing Heads of the Department to officiate as Head of Department for corresponding specialties in the new centres for a fixed period of time. Such HoDs would carry the same powers as of a HoD in a Department of a Centre.

1.2: Departments in centres:

Departments within a centre will be administrative units, would work on lines similar to independent departments in the main hospital, but without financial powers which would rest with the Chief of Centre (CoC). However, each department in a centre should be consulted while preparing financial plans for the centre and budget allocated for a centre should be appropriately assigned to departments within it.

1.2.1: Creation of departments in centres

The proposal to create a department within a centre will follow the same policies as for creation a department in the main hospital.

1.3: Divisions in departments in centres:

Divisions in departments in centres will follow the same rules as divisions in departments in the main hospital (2.2).

1.4: Divisions in centres (not within a department of a centre):

Divisions within a centre will be administrative units, reporting directly to the Chief of Centre (CoC).

1.4.1: Creation of divisions

- The proposal to create a division will be evaluated by a committee constituted by the Director. After approval of the Staff Council, a notification may be issued with approval of the Director.
- Minimum 3 faculty posts in that specialty
- An administrative appointment of 'Head of division' may be made by the director
- If a 'Head of division' is appointed, faculty within a division report to 'Head of division' who reports to CoC
- All Faculty ACR to be written by CoC, all financial powers with CoC
- Academic programs (MD/MS/DM/MCh/PhD/fellowship) may run within a division

1.5: Units in centres:

- May be created in any department or division
- Purely functional for provision of service
- Minimum 2 faculty in a unit
- There must be a valid justification for creation of unit and the proposal must be approved by the majority of faculty members in the department/division
- The proposal will be evaluated by a committee constituted by the Director and notification will be issued after approval of the Director

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Gmail - Fwd: Guidelines for functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi

2: Main Hospital**2.1: Departments in main hospital:**

The policies for creation of departments within the main hospital will remain unchanged.

2.2: Divisions in Departments in Main Hospital:

Divisions in departments in the main hospital will be administrative units, reporting directly to the Head of the Department (HoD).

2.2.1: Creation of Divisions

- Divisions must be created on academic basis and not for purely service provision.
- The proposal to create a division must be submitted by the HoD after approval of the majority of the faculty in the department in a faculty meeting. It will be evaluated by a committee constituted by the Director. After approval of the Staff Council, a notification may be issued with approval of the Director.
- Minimum 2 faculty members in that sub-specialty
- An administrative appointment of 'Head of division' may be made by the director on the recommendation of the Head of the Department. Faculty within a division report to 'Head of division' who reports to HoD. Appointment of 'Head of division' is not essential and in the absence of a designated 'Head of division', the faculty will report directly to the HoD.
- Academic programs (MD/MS/DI/MCh/PHD/fellowship) may run within a division

2.3: Units in main hospital:

- May be created in any department or division
- Purely functional for provision of service
- Minimum 2 faculty in a unit
- There must be a valid justification for creation of unit and the proposal must be approved by the majority of faculty members in the department and division
- The proposal will be evaluated by a committee constituted by the Director and notification will be issued after approval of the Director

This is for information of all concerned.

Authority:

- i. Academic Committee Agenda Item No.AC-117/11 in its meeting held on 20.11.2018.
- ii. Governing Body Agenda Item No.GB-157/6 in its meeting held on 24.01.2019.

DISTRIBUTION:

1. PPS/PS to the Director, AIIMS
2. All Chief of Centres/Head of the Departments
3. PS/PA to Dean (Acad.)/Assoc Dean/Registrar
4. PS/PA to Dean (Exam)/Assoc Dean (Exam)
5. Professor In-charge, Faculty Cell, AIIMS.
6. PS to Sr. FA/FA/CAO/AO (Faculty)/AO (Cash)
7. Professor In-charge, Computer Facility to kindly circulate the above guidelines to all Chief of Centres/Head of the Departments/Faculty members of AIIMS and upload the same in the AIIMS website.

[Signature]
REGISTRAR 28/11/2020

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ALL INDIA INSTITUTE OF MEDICAL SCIENCES
 ANNEXURE-40
 Copy
 Dated the 27th April 1983
 2 MAY 1983

Subject: Working relationship between A.I.D.S. and Dr.R.P. Centre for Ophthalmic Sciences and other Super-specialty centres.

In accordance with the recommendations of the Institute Body in its meeting held on 10.11.1981, the President, A.I.M.S. on the recommendations of the Sub-Committee appointed by the Institute to go into the question of (i) Working relationship between A.I.D.S. and Dr. R.P. Centre for Ophthalmic Sciences and (ii) persons for the heads of the Departments, the heads of the Centres including Dr. R.P. Centre, the following arrangements are ordered for the effective of the Dr. Rajendra Prasad Centre for Ophthalmic Sciences and other super-specialty centres at the A.I. I.I.M.S. which shall take effect:-

(i) The designation of the "Chief of Centre, Dr. R.P. Centre for Ophthalmic Sciences" is changed to "Chief of Dr. R.P. Centre for Ophthalmic Sciences" which may be used in all communications by all concerned with immediate effect.

(ii) The following officers are appointed as chief of the super-specialty centres as indicated against each:-
 Prof. P.N. Tandon, Chief of Neuro-Sciences Centre
 Head of the Deptt. of Neuro-surgery

2. Prof. L.L. Bhatia, Chief of Cardio-thoracic Centre, Head of the Deptt. of Cardiology.

3. Prof. H.C. Nayak, Chief of Institute-Notley Cancer Hospital, Head of the Deptt. of Pathology.

(iii) The disciplinary powers enjoyed by the Chief of Dr. R.P. Centre, shall also be enjoyed by the chiefs of other above mentioned centres.

(iv) The present arrangements of administrative powers delegated to the Chief of Dr. R.P. Centre, and privileges permitted to him shall also be applicable in the case of "Chiefs" of other Centres, and particularly, they will be responsible for the following functions:-

(a) Preparation of budget and formulation of future year plans.

(b) Preparation of the agenda items for the Institute Body, Governing Body and various standing Committees of the Institute.

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- (c) Over all supervision of the working of the respective Centres and coordination of the functioning of the participating Departments of the Institute.
- (d) The budget proposals for these centres will be prepared and presented independently of that of the Institute as being done for the R.P. Centre.
- (v) The Chiefs of all the Centres shall be invited to attend all the meetings of the Institute Body, Governing Body, and other Standing Committees of the Institute, when items pertaining to their respective Centres are to be discussed.
- (vi) The standing orders for filling up of the C. Rs. of the Faculty will continue to be followed. The Chiefs of the centres will be the Reporting Officers for Faculty matters including professors on the pay rolls of the respective Centres. For those, the Director will be the Reviewing Officer and the President will be the accepting officer. For Chiefs of Centres and Professors of the main Institute, the Director will be Reporting Officer and the President will be the reviewing and accepting officer.
- (vii) There will be no separate cadre for the staff of the Centre for the purposes of seniority and promotional avenues.

2. For operational efficiency a Project Committee/Advisory Committee shall be constituted by the Director for each of the centres to take decisions on inter-departmental matters concerning the centres and to advise the Director on policy matters including those pertaining to administrative control of faculty staff of different disciplines with a centre and the Director shall decide on the policy matters according to the needs and requirements of those inter-departmental centres. However, matters falling within the purview of the Standing Committee and Governing Body would be taken up at the appropriate level.

3. The faculty staff working at the centres should have close academic links with the faculty at the Institute and the related disciplines.

4. Under the present stage of development in some super-specialisation, it is not considered necessary for developing all the supportive services under the direct control of the Centres, whereas in some areas such direct control can be offered, according to the needs felt by the Project/Advisory committee with the approval of the Director.

The above orders may be implemented by all the Chiefs of the Centres forthwith.

(H. D. TALWALKAR)
DIRECTOR

Distribution

1. Dr. Madan Mohan,
Chief of D.R.P. Centre for Ophthalmic Sciences
2. Dr. P. N. Tandon,
Chief of Neuro-Science Centre.
3. Dr. M. J. Bhatia,
Chief of Cardio-Thoracic Centre.
4. Prof. H. G. Nayak,
Chief of Institute Rotary Cancer Hospital.
5. All Departments/Sections/Units.

Receipt No : 1751067/2020/INI-I

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To
The President, Institute Body
&
Chairman, Governing Body,
All India Institute of Medical Sciences,
Ansari Nagar,
New Delhi- 110029

Date : 20.02.2020

Through the Director, AIIMS, New Delhi (Advance copy)

Subject: Representation of Dr. Biplab Mishra against the Memorandum dated 28.01.2020 bearing ref No. 1-2/Misc/2020-Acad.II

This is with regard to the Memorandum dated 28.01.2020 bearing ref No. 1-2/Misc/2020-Acad.II ("OM") on the subject of the "Guidelines for functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi."

At the outset the present representation made herein is to declare the above mentioned Memorandum invalid to the extent of the Point 1 pertaining to 'Centre' therein based on the following facts and circumstances:

1. The Primary objective of AIIMS, New Delhi is to develop patterns of teaching in undergraduate and postgraduate medical education in all its branches so as to demonstrate a high standard of medical education to all medical colleges and other allied institutions in India is defeated by the said point No.1 of the said OM.
2. The Representation is being made duly in good faith by faculty of AIIMS, New Delhi.
3. It becomes pertinent to put herein the historical perspective of how the relationship between the Main AIIMS and various Centres evolved. When the centres were being created it was mandated that the entire Institute including the Main Hospital and the various centres will work in a unified manner within the ambit of the AIIMS Act and the Rules and Regulations made thereunder. When Cardio Thoracic and Vascular Sciences and Neurosciences Centre(s) were added to Dr. Rajendra Prasad Centre for Ophthalmic Sciences, to streamline the functioning and the relationships of the Departments in the Main Hospital and the Centres, the Governing Body at its meeting dated 26.06.78 decided that there will be a Sub-Committee to look in to the question of (i) working relationship between the AIIMS and Dr. RP Centre for Ophthalmic Sciences and (ii) power of the Heads of the Departments and the Heads of the Centres. The Sub-Committee was constituted by the Institute Body, under the Chairmanship of the President of the Institute (Shri Kripa Narain) with Dr. MMS Sidhu, Dr. RN Rath, Dr. ID Bajaj and Dr. HD Tandon and the recommendations of the Sub-Committee were placed before the Institute Body in accordance to its meeting held on 14.02.1980. The recommendations of the Sub-Committee were approved by the Institute Body in its meeting held on 10.11.1981. The Institute body authorized the President to take a decision for its implementation and accordingly the approved

recommendations were sent to the Central Government; The President AIIMS being the Health Minister. Thereafter approved by the Central Government vide letter no. V.16015/7/80-ME(PG) dated the 31st March 1983. Orders were issued for implementation of this Regulation by the Institute and the Institute issued the relevant Order on 02.05.1983 through the then Director.

4. The Section 29 (1) of the AIIMS Act 1956, as it existed in 1983, accords this policy decision a status of Regulation as the Institute then implemented the same after the corresponding approval of the Central Government. (It must be noted that Gazette notification became a mandate- Subs. By Act 4 of 1986 (w.e.f 15.5.1986). The Regulation dated 02nd May 1983 ("Regulation") still remains effective for all purposes of the subject matter dealt therein. There has been no other regulation that satisfies the governing provision that can supersede the said Regulation till date. The Regulation came into existence to address and cater to the ever expanding nature of medical specialties and super-specialties without losing the respective roots. This Regulation which is in conformity with the AIIMS Act and the Rules made there under has been governing the functioning of the Centres vis-à-vis the Main Hospital for over five decades.
5. Based on the above policy decision (Regulation) and in conformity with it, subsequently the Memorandum dated 27.03.1992 bearing no. F.20-11/89-Estt.1 and the subsequent Memorandum Dated-28.08.2014-bearing No. F.20-3/2014 (C) Estt.1 have not contravened the Regulatory Provisions but have been only explanatory to the Basic Principles prescribed therein. On the other hand, the Memorandum dated 27.03.1992 derives its authority from OM dated 27.04.1983 and Memorandum Dated 28.08.2014 cites the Academic Committee Meeting dated 03.10.1991 and approved by the GB Meeting dated 14. 12. 1991 which in turn refers to the OM of 1983. The 115th Academic Committee meeting held on 22.11.2016 very clearly provides vide item No.12 that there is a policy already in place of including faculty of various disciplines posted at the current and upcoming Centres in teaching, research and patient care activities of their Main Department. Thereby, it is clear that the status as implemented through the said OM of 1983 remained effective without any break in the causal chain.
6. Through the present representation, it is submitted that the following are the salient features of the AIIMS Main and Various Centres as per the OM of 1983 as well as the AIIMS Act and the Rules and other Regulations made thereunder;
 - a. That the unified structure of the Institute should not be disturbed and all the Centres and the Departments shall function within the AIIMS Act of 1956 and the Rules and Regulations made thereunder. The Director shall exercise such supervision and executive control over the Departments and Centres as provided for in the above mentioned Act

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- b. "There will be no separate cadre for the staff of the Centres for the purposes of Seniority and promotional avenues" (Ref. Item 2(vii))
- c. (Ref. Item 3) -----"It is also decided that the faculty staff working at the Centres should have close academic links with the faculty at the Institute and the related disciplines".

7. Through the MEMO of 27th March 1992 No. F.20-11/89-Estt-I the following provisions came into being;

- a. Item 1 provides "Units of specialization in various centres should be created with a view to develop them into full fledged Departments in the long run so as to make the Centres fully self sufficient"
- b. Item 2 provides "Till such time these units are declared as full-fledged departments on the basis of well laid down guidelines they will be a part of the parent department of AIIMS."
- c. Item 6 provides "the units, as they are the part of the main department will participate in teaching and other activities including administration of the main institute".
- d. Item No.7 provides "the Head of the Department will be responsible for ensuring the supportive services of the centre being provided by the Units now existing".

The "well laid down guidelines" mentioned in the b. Item 2(above)....., it is pertinent to note that as per AIIMS' own Regulations and Syllabus (2003), as well as recent MCI Notification No.MCI-18(1)/2008—Med-/29544-states "A Department having an independent academic entity of a teaching Institution, consisting of one or more units, each having the prescribed minimum strength of faculty, staff and beds shall be recognized for post graduate training." And eligibility to be a Faculty in a particular Department is also well specified and laid down in the Regulations including other staffs, OPD, IPD, labs etc.

8. The MEMO dated 28th Aug 2014 No.F20-3/2014(C)-Estt-I via all its 5 points provided therein endorsed that the faculty members working in different specialties and disciplines in various centres of the institute were there no separate department exists will be the integral part of the functions and activities of the department of the main institute. The aforesaid OM clearly states that the HOD of the main institute shall be responsible for the rotation of the faculty members of the main department to various centres as per the functional requirement.

9. These provisions that were time and again tested and implemented by the premier institute upheld the seamless expansion of disciplines in the main institute and the allied centres without any discrimination and also promoted the much required. super-specialty self-sustenance, faculty development including teaching, research and patient care in their respective specialities.

10. Since 2017, certain unscrupulous elements started shaking these very fundamental strengths of the premier institute by making irrational

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discrimination as core and non-core faculty *dehors* the Rule, Regulations, policy decisions and fundamental objectives. The attempt has resulted in creation of silos of centre based faculty, isolation of centre based disciplines, denial of equitable rights that accrued to the faculties posted at those centres.

11. Time and again the affected faculties made sincere efforts in their individual and collective capacity to bring out the inherent contrary nature of separatist and divisive policy changes in our esteemed institute. It is unfortunate that such voices were not only ignored but were also throttled through high handedness of the administration which paved way for a deceptive approach to bring a document that will negate the good will created and brought together the faculty in a professionally conducive environment.
12. The alleged Memorandum issued on 28th Jan 2020 vide. No F1-2/Misc/2020-Acad-II ("MEMO 2020") related to the subject matter "Guidelines for functioning of centre, formation of divisions and units at AIIMS, New Delhi is the net result of those deceptive and fraudulent approaches to subvert the salient features of the regulation of 1983. This Administrative decision is *dehors* the Rules and Regulations and self-contradictory. Under its Point 1 "Centre" various inconsistent, unreasonable and incongruent provisions have been provided for that can destroy the very fabric this institutional peace and harmony and patient welfare.
13. The first aspect where by a blanket guideline has been proposed for centres: with physical proximity and those without: lacks any logic. The centres that have consanguinity also had the faculties on common platform vis-à-vis main institute and centre in terms of their academic, research and educational activities, patient care which is culminated into "highest order and standard of medical education" setting example to all other medical institutions in the country.
14. Point 1.1 of the MEMO 2020 creates separate class of faculty of a discipline working as the centres with a derogatory inference in spite of the facts that all steps including creation of post, public announcement of the posts, selection, appointment, assessment for promotion and other related conditions of services are one and the same and at par with the faculty of the main institute. Many of the faculties presently at various centres were selected under the main department and were posted at various centres with the inherent condition that they can be rotated at any time within the institute and shall be integral part of all the activities carried out by the main department. AIIMS regulation 1999 provides for the institute as a whole without any bifurcation of main department or centre whether it is related to Professorship (Regulation 6), seniority (refer Reg.26), superannuation (refer Reg 30) other conditions of services (refer Reg 35) or allotment of institute residence to employees (refer Reg 37) and all other regulations.

15. The MEMO2020 absurdly provides for the development of academic program in their specialty of those faculties at the Centres. This is not legally tenable as nobody can develop an academic program for a specialty not listed in the schedule 1 of Medical Council Act 1956. Any super specialty degree like MCh In Ocular Microbiology, MCh in Ocular Pathology or DM in Cardiac surgical Intensive Care cannot be executed within the framework of MCI act 1956. A medical specialty will be providing super-specialty Degrees in Surgical Discipline and vice-versa. Similarly, a Faculty with a medical postgraduate qualification cannot be a faculty in a surgical discipline and vice-versa. Therefore, there is no scope of certain specialties to become Departments and read with this MEMO 2020, their interests as Faculties have been obliterated in all aspects.
16. MEMO 2020 assigns responsibility for developing the academic program in "their specialty" by the Faculty posted in the Centres either as a "Department" or division, whence, scope of approved qualifications has already been clearly envisaged and regulated as per the AIIMS Act, Rules and Regulations as well as MCI Regulation. Also, As per the governing statute, "Department is an independent Academic Entity" with Faculty having qualification in the respective specialty/ discipline. This will lead to a nonsensical situation of having duplication *ad nauseum* of the same Academic programme in Main AIIMS and as many Centres as there are or will be.
17. The MEMO 2020 (under point 1.1.3) directly and entirely negates the very terms of the appointment and the associated terms of the services of those faculties presently serving in super specialty services. The word "*privileges*" used under this point is vehemently opposed as it vitiates the rights earned on due performance of services by such faculty. Every duty performed by the faculty is correlated to the corresponding right to be treated without any discrimination by the juniors, peers or seniors. The said point that doles out the restricted access to teaching activities by the main department; that too in the writing; for a fixed period; as privilege to be revoked by the Director at any time; allows for colorful use of discretion based on whims and fancies.
18. The very essence of rendering services at this premier institute had 'Seniority based on merit without any reference to the centres or main AIIMS' as a fundamental element. Even in the year 2019, faculties from centres were made as Heads of the main AIIMS departments. The term "ineligible for equivalence" that has been used under point 1.1.4 of Memo 2020 is condemnable this warrants even contemplation of action against defamation in the manner it brings down the Faculties of the centres who have been selected at par or even above with the Faculty of the Main Department in the same discipline. The earlier aspect of rotation never gave the sense of comparative discrimination to

the detriment of the dignity and self respect of selected few who happen to be at the centres but at the same grades.

19. The earlier regulations of AIIMS enabled faculties at the centre to stay more integrated with the Main Department that had teaching opportunities and administrative channels without any riders and also enabled them to exercise their rights in an inclusive manner and in that it facilitated their professional growth and development of highly specialized/ super-specialised services which had the potentiality and scope for development into full fledged departments within the ambit of academic regulations. The present Memo 2020 has demolished the inclusion parameters and has introduced complete segregation to the disadvantage of those faculties posted at the centres. The express restriction imposed on the academic growth makes the present Memo 2020 invalid to the extent of point 1. If the Memo 2020 should be taken seriously, a Professor posted at any of the Centres cannot even teach if any Assistant Professor of the Main Department objects to. The term 'Majority' used in connection to the academic activities evinces that there will be a voting as to whether allow the Faculty from Centres to or not to teach where few faculty of the Main Department(at any level) due to personal whims and fancies can stop even a senior faculty to teach or participate in academic activities.
20. The Academic and Research activities are integral rights to the Faculty rendering services at AIIMS, no matter where. Memo 2020 has made a mockery of these rights by making them as privileges to be availed only when others don't object to. The very premise that one Faculty should depend on other colleagues to exercise his basic service conditions and to perform his duties in accordance with the mandate of the Institute is antithesis to the Ecosystem meant to create Excellence. Moreover, the restrictions as proposed by this Memo 2020 shall impede the scientific progress, standards of medical education and Inter-disciplinary cooperation due to its segmental approach and partitioning move for the worse.
21. Every Administrative order of appointment and its terms and conditions are subject to Rules and Regulations. Once a Faculty is appointed he acquires a "status" in the eyes of law. Nobody is authorized to tinker or alter with it, dehors the Rule and also not retrospectively in terms of AIIMS Act. The present MEMO 2020 cannot destroy the leitmotif of the regulation that provides that determination factor of seniority will be the order of merit in which they were selected to the grade in question. There is no segregation in the AIIMS Act(1956), AIIMS Rules of 1958, AIIMS Regulation of 1999 as amended from time to time in any form to distinguish Faculties specific to the Centres to the Exclusion of the Main department. This point was specifically incorporated into the policy decision of 1983 (Regulation).

22. In the absence of any formative intent by the legislators of this premier Institute to divide the Faculties, it is totally unacceptable that this Memo 2020 that does not even have the approval of the Central Government proposes to make a division without any rationale. Governance failure to address Centre specific issues in a customized manner within the legal framework is resulting in division and discrimination of Faculty and the Institute.
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23. The earlier order of 1983 that specifically and expressly dealt with the working relationship of the Centre of AIIMS and Main Institute, with prior approval by the Central Government, and the Institute Body and the Governing Body, the then Director issued the policy order of 1983. Any order passed by the competent authority cannot be implemented unless it has prior approval of the Central Government and the Institute Body.
24. To the extent of point 1 in the Memo 2020, it supersedes the earlier order of 1983 to its thread. This is totally illegal because the authority vested in the Institute Body and the Central Government that passed the earlier order of 1983 cannot be hijacked by the Governing Body which is merely an Executive Committee. In the presence of an explicit order on the same subject matter that was approved by the Central Government, the present Memo 2020 lacks any validity and cannot be sustained for any purpose whatsoever.
-
25. From the above facts and circumstances, this representation has made it very clear that every aspect proposed under 1 of the Memo 2020 will invariably result in irreparable damage to the core values of the Institute, to the camaraderie among Faculties, to the Intellectual endeavors of the Faculties placed at the centers, to the boundaryless approach of basic and applied research and to the in the service to humanity.
26. The primary aim of this representation is to request restoration of the provisions in accordance with the order of 1983 in letter and spirit and revive the unity at stake. The present Memo 2020 should be withdrawn to the extent of point 1 and a clarification order should be issued to expressly settle the ambiguity and to reinstate the earlier status on all aspects.
27. Any consideration related to Jhajjar should be made taking into account the pertinent elements such as "lack of proximity to the Main Institute, availability of Infrastructure, scope of expansion of units to Departments therein, No. of proposed recruitments and approval of the Central Government as per AIIMS Regulations. Any Clubbing of a proposed establishment of a distinct Institute with ancillary centres as on date is unreasonable destruction of the motivation of faculty at the Centre.

Therefore based on above, the competent authority may;

- a) Withdraw the Memo 2020 (dated 28.01.2020) to the extent of point 1 without any saving provision so that the earlier status can be restored.
 - b) Refrain from doing or undertaking any actions that will adversely affect the Faculties placed/posted at the Centres.
 - c) Provide due response to the representations made earlier and now citing the genuine concerns of the Faculties posted/ providing additional services at the Centres.
 - d) Equitably implement the guidelines of the MEMO dated 28th Aug 2014 No.F20-3/2014(C)-Estt-I, on supporting specialties of all centres, so as to maintain esteem and motivation in all faculty members.
 - e) Consider the situation in good faith and take justifiable and remedial action at the earliest.
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To
The President, Institute Body
&
Chairman, Governing Body,
All India Institute of Medical Sciences,
Ansari Nagar,
New Delhi-110029

Date : 20.02.2020

Executive Summary of Representation of Dr. Biplab Mishra against the Memorandum "Guidelines for functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi", dated 28.01.2020 bearing ref No. 1-2/Misc/2020-Acad.II (detailed representation annexed):

1. The Primary objective of AIIMS, New Delhi to develop patterns of teaching in undergraduate and postgraduate medical education in all its branches so as to demonstrate a high standard of medical education to all medical colleges and other allied institutions in India (AIIMS Act, 1956), is defeated by the said OM.
2. The Section 29 (1) of the AIIMS Act 1956, as in 1983 accords the institute policy decision regarding "Working relationship between AIIMS and super- specialty Centres"(No. F. 20-43/71-Estt.I, dated the 02-05-1983) with prior approval of the Central Government (No. V.16015/7/80-ME (PG) dated the 31-03-1983) the status of a "Regulation". The provisions thereof have been emphasized repeatedly in the subsequent memoranda as the institute implemented them with the establishment of newer Centres (dated 27.03.1992 and 28.08.2014). This Regulation has been governing in continuity, the functioning of the Centres vis-à-vis the Main Hospital for over five decades.
3. The recent memorandum issued on 28-01-2020 vide No. F1-2/Misc/2020-Acad-II ("Memo 2020"), is allegedly a *de novo* policy clubbing all eight Centres, and is a result of deceptive and fraudulent approaches to subvert the salient features of the Regulation of 1983 through the Staff Council, Academic Committee and Governing Body. This administrative decision is *dehors* the Rules and Regulations and self-contradictory.
4. Well laid down definition (MCI Regulation) of an "Academic Department" as being an independent academic entity of a teaching institute with prescribed minimum strength of faculty and staff having essential minimum qualifications in the discipline concerned to be recognized for post graduate training and certification has been the essence in the Regulation (1983). This facilitates the seamless expansion of concerned disciplines in the main institute and the allied Centres without any discrimination and also promotes the super-specialty self-sustenance, faculty development including teaching, research and patient care in their respective specialties. The same definition, read with the provisions under point-1 of Memo 2020, leads to an absurd, contrarian situation wherein a medical department and its faculty may be running and certifying an academic program in a surgical discipline and *vice versa*; for example DM in Cardiac surgical Intensive Care. Hence, when there is no scope of certain specialties to become Academic Departments, the professional growth and interests of such faculties posted at specialty Centres will be obliterated in all

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aspects; or it will lead to a nonsensical situation of having duplication *ad nauseum* of the same academic programme in Main AIIMS and as many Centres as there are or will be.

5. The very premise of point 1.1 of Memo 2020 about faculties posted at the Centres being "not eligible for equivalence" with restricted access to the teaching activities of parent department, that too as a graded allowance in writing as a "privilege" to be revoked by the Director at any time; and also the term "majority" used in the same context evinces a whimsical and fanciful situation wherein a Professor may require the vote of an Assistant/Associate Professor to fulfill her/his academic responsibilities. This comparative discrimination may extend to colleagues selected to the same grade but posted at different places. This is a perfect antithesis to the ecosystem meant to create excellence, as envisaged in "AIIMS Act, Rules and Regulations."
6. Hence, in Memo 2020 various inconsistent, unreasonable and incongruent provisions have been provided for, that can destroy by dividing the very fabric of the institutional peace, harmony, patient welfare and academy. As per the OM of 1983, as well as the AIIMS Act and the Rules and other Regulations made there-under:
 - a. "The unified structure of the Institute should not be disturbed and all the Centres and the Departments shall function within the AIIMS Act of 1956 and the Rules and Regulations made there-under. The Director shall exercise such supervision and executive control over the Departments and Centres" as provided for in the above mentioned Act.
 - b. "There will be no separate cadre for the staff of the Centres for the purposes of Seniority and promotional avenues" (Ref. Item 2(vii))
 - c. (Ref. Item 3) ~~"It is also decided that the faculty staff working at the Centres should have close academic links with the faculty at the Institute and the related disciplines"~~.
7. The issue of NCI - Jhajjar may be easily sorted within the ambit and purview of the AIIMS Act, Rules and Regulations with application of mind in a prospective manner. That it is a matter of administrative inefficiency that instead of applying the time tested Institute policy and Regulation in vogue, in a Centre -specific manner, all other Centres' functioning is being disturbed to look for a solution.

Therefore, the competent authority may consider the situation in good faith and,

- a) Withdraw the Memo 2020 (dated 28.01.2020) to the extent of point 1 without any saving provision so that the earlier status can be restored.
- b) Refrain from doing or undertaking any actions that will adversely affect the Faculties placed/posted at the Centres.
- c) Equitably implement the guidelines of the MEMO dated 28th Aug 2014 No.F20-3/2014 (C)-Estt-I, on supporting specialties of all centres, so as to maintain esteem and motivation in all faculty members.

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P-17/3011/20

From:

Dated 19th Feb 2020

Dr. Dilip Shende,

Professor anaesthesia

Dr. R.P.C, AIIMS

New Delhi

To,

Health secretary,

MOH&FW GOI

Member Governing body

Respected Sir,

Sub: Representation regarding Memorandum dated 28.01.2020 bearing ref No. 1-2/Misc/2020-Acad.II for working arrangement for centre faculty at A.I.I.M.S., New Delhi,

I wish to bring to your notice that New guidelines are which circulated through Memorandum dated 28.01.2020 bearing ref No. 1-2/Misc/2020-Acad.II (Copy enclosed) are discriminatory to the interest of faculty members working in a centre. The working pattern and the faculty appointments are different in different centres. It was basically aimed to enhance the strength of the faculty in the discipline. Many times Faculties in the ancillary specialities were appointed on Centre strength mainly to work at centre as well in the department and since there was no separate department at centre they used to be part of main department. The guidelines available vide OM-1991, reiterated in 2014, are pertinent in this respect. (Encl.1)

I was appointed as Assistant professor on Dr.R.P.C. Centre strength in 1991. I am part of main department of anaesthesia, pain medicine & Critical Care since 1991 when I joined & I did call duties, theatre, ICU duties & other responsibilities as & when asked by MOD of Anaesthesia. This system was in place since 1988 when Dr.R.P.C centre was created. I became thesis guide, MD anaesthesia internal examiner as per my seniority. When my turn is due for administrative responsibility administration is coming up with the guidelines to my disadvantage & denying me the rightful seniority.

Accepted
21.2.2020

Use IAS - if on Leave
S.O. (H-1)
21/2/2020
Sharma

1723059/2020/DNR(RP)-INI

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By implementation of proposed guidelines (Enclo.2) with no administrative responsibility & no respect of headship, is not only very humiliating but also subjecting me to the vulnerability of discrimination & harassment by the HOD & other faculty members

To summarise I am being harmed as I am one of the senior persons who is affected by this decision in a near future. These guidelines will affect me very adversely. Since I am due for my retirement in coming 4-5 years and altering these guidelines to my disadvantage & ultimately denying me the respect of headship at this stage of my career is highly unfair.

I had given written representations regarding this to honourable Director A.I.I.M.S. as well met personally but received no response from administration. In view of this I am giving this representation & requesting to look in to matter & do the justice.

My requests are:

1. I should be considered for all administrative responsibilities in the main department including Headship & other privileges by fixing my seniority in the department of anaesthesia, pain medicine & Critical care A.I.I.M.S. New Delhi with other colleagues in the department
2. Privileges like internal examiner ship, and other entitlement as per my seniority should not be denied to me just because I am appointed on centre faculty strength.
3. This is to bring to your notice that some senior faculty members who are appointed at various centres at A.I.I.M.S. are being given administrative responsibility including headship in the respective main departments
 - i. Prof Geeta Satpathy was appointed as HOD Microbiology when her appointment as Faculty was on the strength of Dr.R.P.Eye Centre
 - ii. Prof Siddhartha Satpathy is working as HOD of Hospital administration is on IRCH Centre Strength
 - iii. Prof. Chaitra Sarkar who is appointed as HOD Pathology department is on CT CN Centre strength
 - iv. And in past:

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-Prof.Kusum Verma was appointed as HOD Pathology when her appointment was on strength of BA IRCH Centre

-Prof. S. Vashishtha was appointed as HOD Radiology department when her appointment was on the strength of Dr. R.P.Centre

Similar considerations should be given to me by administration based on merit of my case considering following issues

- My Seniority & Age.
- Due for superannuation in 4-5 years.
- Worked in this system for more than 28 years.
- A flawless career with good working relationship with colleagues.

It is humbly requested to look into matter & do the justice.

Thanking you,

Sincerely,



Dr. Dilip Shende,

Professor anaesthesia

Dr.R.P.C, AIIMS

New Delhi

Enclosures: Encl.1-2

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ENCLOSURE 1

40/45

Dated: 28.11.20

MEMORANDUM

Subject: Streamlining the working arrangement of faculty posted in various specialties in Centres and main Departments at the AIIMS New Delhi - reg.

In supersession of this office memorandum of even number dated the 1st August, 2014 on the subject cited above, it is notified for information of all concerned that, after having detailed discussion with various Chiefs of Centres/Heads of the Departments on the issue of streamlining the working arrangement of faculty posted in similar disciplines/specialties in various Centres and main Departments at the AIIMS, New Delhi in the light of the decision of the Academic Committee meeting held on 03.10.1991 vide agenda item no. AC/11 and approved by the Governing Body in its meeting held on 14.12.1991 and also keeping in view the recommendations made by Dr. Karan Singh Yadav Committee, the Director is pleased to order as under:

1. The faculty members working in various specialties/disciplines in various Centres of the Institute, where no separate department exists, will work under the direct control/supervision of the concerned Head of the Department of the Main Institute. These faculty members are part and form the core Faculty of the respective Departments at the AIIMS. They must participate in all activities of the Department of the Main Institute. This will not be applicable to those disciplines which have been granted the status of "Department."
2. The Head of the Department of the Main Institute will rotate the faculty members, including the faculty members of the Main Department, to various Centres as per the functional requirement of the Centres in the interest of uninterrupted patient care services and also taking care of career progression and professional satisfaction of the faculties.
3. The Head of the Department of the Main Institute will be responsible for writing of Annual Confidential Reports of all such faculty members whose deployment is on rotation basis.
4. While working under the direct control/supervision of the Head of the Department of Main Institute, the faculty members appointed against the sanctioned strength of various Centres will route all their applications through the Head of the Department of the Main Institute and subsequently the Chief of the concerned Centres where they are appointed.
5. At any point of time when it comes to entrusting the responsibility to act as Head of the Department, it will be on the basis of seniority of the faculty members irrespective of his/her appointment for main Department or for the Centres (as was done in the past in the case of Department of Pathology (Dr. Kusum Verma) and Department of Radio-Diagnosis (Dr. S. Vashisth).

All concerned Chiefs of Centres/Heads of the Departments are requested to ensure strict compliance of the aforesaid orders.

U. K. Giridhari
(K.K. Giridhari)

Senior Administrative Officer

Distributions:-

1. All Chief of Centres
2. All Heads of the Departments

} With the request to circulate the same among
} faculty members working under their control.

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Gmail - Fwd: Guidelines for Functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi

ENCLOSURE 2

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ACADEMIC SECTION

No.F.1-2/Misc/2020-Acad.II

Ansari Nagar, New Delhi-29
Dated the:- 28.01.2020

MEMORANDUM

Subject: Guidelines for Functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi.

The undersigned has been directed to convey the approval of Competent Authority for the above guidelines as under.

The Guidelines for Functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi.

1: Centre:

The definition of a centre is restricted to those entities that are clearly defined as independent administrative units within the overall control of the Director. Centres should consist of multiple related specialties and be independent in their functioning. Centres should not be created with single departments.

The term "centre" is sometimes used in the name of departments and facilities at AIIMS. However, in administrative terms, merely the presence of the word "centre" within their name will not entitle them to the status of a "centre" as envisaged here.

The current Centres recognized are

1. Dr RP Centre
2. BRA IRC II
3. Cardiothoracic centre
4. Neurosciences centre
5. JPA Trauma centre
6. CDLR
7. NUDE
8. NCI-Bhaja

1.1. Functioning of faculty in a Centre:

- 1.1.1. Faculty appointed at a post advertised for a centre will primarily work at that centre. Office/ Staff/OT/OPD/Clinic etc will all be physically housed within the centre. For centres which have their own housing, faculty will stay in the housing provided on that centre's campus and will not be eligible for housing on main AIIMS campus or any other centre's campus.
- 1.1.2. They will be responsible for developing the academic program in their specialty either as a department or division (wide-intra). Academic exchange (thesis/projects/journal clubs/seminars/case-discussions) may be done with other centres/main department if physically feasible and agreed upon as in point 3 below.
- 1.1.3. There will be no automatic rotation of duties or privileges with other centres or the main department. However, faculty may discharge duties at another centre or main department if:
 1. It is agreed upon by the majority of faculty (at all levels) who are affected by such exchange. This must be documented in writing in a physical faculty meeting.
 2. The proposal must have the agreement of the Head of the departments/centre on both sides.
 3. The proposal must have approval of the Director.
 4. Such privileges must be in writing, for a fixed duration.

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Small - Fwd: Guidelines for functioning of Centres, Formation of Divisions and Units at AIIMS - New Delhi

5. All provisions of section 1.1 will continue to apply
6. The rotation may be invoked by the Director at any time

1.1.4: Intra specialty seniority will be considered only among faculty selected in a centre. They will not be eligible for equivalence or seniority with faculty of the same specialty in other centres or the main department. This will apply even if the faculty rotate with faculty in other centres or the main hospital

1.1.5: If there is no department or division for a specialty in a centre, faculty members appointed in that specialty will report directly to the CoC. In order to cater to their academic growth, point no. 1.1.3 above should be considered favourably. However, this must be read in conjunction with all other points above.

1.1.6: In order to provide mentorship and administrative guidance to new centres, for a fixed period of time, the Director may:

1. Appoint senior faculty members of existing departments as mentors
2. Assign existing Heads of the Department to officiate as Head of Department for corresponding specialties in the new centres for a fixed period of time. Such roles would carry the same powers as of a HoD in a Department of a Centre.

1.2: Departments in centres:

Departments within a centre will be administrative units, would work on lines similar to independent departments in the main hospital, but without financial powers which would rest with the Chief of Centre (CoC). However, each department in a centre should be consulted while preparing financial plans for the centre and budget allocated for a centre should be appropriately assigned to departments within it.

1.2.1: Creation of departments in centres

The proposal to create a department within a centre will follow the same policies as for creation a department in the main hospital

1.3: Divisions in departments in centres:

Divisions in departments in centres will follow the same rules as divisions in departments in the main hospital (2/2).

1.4: Divisions in centres (not within a department of a centre):

Divisions within a centre will be administrative units, reporting directly to the Chief of Centre (CoC)

1.4.1: Creation of divisions

- The proposal to create a division will be evaluated by a committee constituted by the Director. After approval of the Staff Council, a notification may be issued with approval of the Director.
- Minimum 3 faculty posts in that specialty
- An administrative appointment of 'Head of division' may be made by the director
- If a 'Head of division' is appointed, faculty within a division report to 'Head of division' who reports to CoC
- All Faculty ACR to be written by CoC, all financial powers with CoC
- Academic programs (MD/MS/DM/MCh/PhD/fellowship) may run within a division

1.5: Units in centres:

- May be created in any department or division
- Purely functional for provision of service
- Minimum 2 faculty in a unit
- There must be a valid justification for creation of unit and the proposal must be approved by the majority of faculty members in the department/division
- The proposal will be evaluated by a committee constituted by the Director and notification will be issued after approval of the Director

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Gmail - Fwd: Guidelines for functioning of Centres, Formation of Divisions and Units at AIIMS, New Delhi.

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2: Main Hospital**2.1: Departments in main hospital:**

The policies for creation of departments within the main hospital will remain unchanged.

2.2: Divisions in Departments in Main Hospital:

Divisions in departments in the main hospital will be administrative units, reporting directly to the Head of the Department (HoD)

2.2.1: Creation of Divisions

- Divisions must be created on academic basis and not for purely service provision
- The proposal to create a division must be submitted by the HoD after approval of the majority of the faculty in the department in a faculty meeting. It will be evaluated by a committee constituted by the Director. After approval of the Staff Council, a notification may be issued with approval of the Director.
- Minimum 2 faculty members in that sub specialty
- An administrative appointment of 'Head of division' may be made by the director on the recommendation of the Head of the Department. Faculty within a division report to 'Head of division' who reports to HoD. Appointment of 'Head of division' is not essential and in the absence of a designated 'Head of division', the faculty will report directly to the HoD.
- Academic programs (MD/MS/DNB/MCh/PhD/fellowship) may run within a division

2.3: Units in main hospital:

- May be created in any department or division
- Purely functional for provision of service
- Minimum 2 faculty in a unit
- There must be a valid justification for creation of unit and the proposal must be approved by the majority of faculty members in the department and division
- The proposal will be evaluated by a committee constituted by the Director and notification will be issued after approval of the Director

This is for information of all concerned.

Authority:

- i. Academic Committee Agenda Item No.AC-117/11 in its meeting held on 20.11.2018.
- ii. Governing Body Agenda Item No.GB-157/6 in its meeting held on 24.01.2019.

DISTRIBUTION:

1. PPS/PS to the Director, AIIMS
2. All Chief of Centres/Head of the Departments
3. PS/PA to Dean (Acad.)/Assoc Dean/Registrar
4. PS/PA to Dean (Exam)/Assoc Dean (Exam)
5. Professor In-charge, Faculty Cell, AIIMS
6. PS to Sr. FA/FA/CAO/AO (Faculty)/AO (Cash)
7. Professor In-charge, Computer Facility to kindly circulate the above guidelines to all Chief of Centres/Head of the Departments/Faculty members of AIIMS and upload the same in the AIIMS website.

Sanjiv Wadhwa
REGISTRAR 28/11/2020

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1723249/2020/INI-I

44/45

File No.V-16020/53/2020-INI-1

No. V-16020/53/2020-INI-I
Government of India
Ministry of Health & Family Welfare
(INI-1 Section)

Nirman Bhavan, New Delhi
Dated: 28th February, 2020

To

The Director,
All India Institute of Medical Sciences,
Ansari Nagar, New Delhi-110029

Sub: Representations of Doctors of AIIMS reg. new guidelines for working of
Centre faculty at AIIMS, New Delhi.

Sir,

I am directed to forward herewith email representations of Dr. Biplab Mishra, Dr. Sanjeev Bhoi, both Professor at JPN Apex Trauma Center, AIIMS, New Delhi, Dr. Sanjay Sharma, Professor, RPC AIIMS, Dr. Dilip Shende, Professor RPC AIIMS New Delhi and from Dr. Navdeep Sokhal, Additional Professor, Critical and intensive care, AIIMS, New Delhi against the new guidelines for working of Centre faculty at AIIMS, New Delhi.

2. It is requested to examine the issue and send your comments to this office at the earliest for necessary consideration at this end.

Yours faithfully,

Digitally signed by SUNITA
DHAUNDIYAL
Date: 28 Feb 20 10:53:00 IST 2020
Reason: Approved

(Sunita Dhaundiya)

Under Secretary to the Govt. of India
Ph: 2306 1843

E-mailed as above

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I/3289053/2020

File No.V-16020/53/2020-INI-1

45/45

No. V-16020/53/2020-INI-I
Government of India
Ministry of Health & Family Welfare
(INI-1 Section)

Nirman Bhavan, New Delhi
Dated: 28th February, 2020

To

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Yours faithfully,

(Sunita Dhaundiyal)
Under Secretary to the Govt. of India
Ph: 2306 1843

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1728249/2020/INI-I

File No.V-16020/53/2020-INI-1

No. V-16020/53/2020-INI-I
Government of India
Ministry of Health & Family Welfare
(INI-1 Section)

Nirman Bhavan, New Delhi
Dated: 28th February, 2020

To

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All India Institute of Medical Sciences,
Ansari Nagar, New Delhi-110029

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Centre faculty at AIIMS, New Delhi.

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Yours faithfully,

Digitally signed by SUNITA
DHANDIYAL
Date: Fri Feb 28 10:55:00 IST 2020
Reason: Approved

(Sunita Dhaundiyal)
Under Secretary to the Govt. of India
Ph: 2306 1843

Encl. as above

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Email

secyhfw@nic.in

Re: Appointment to meet

From : Pariyarath Menon <rprmaiims@gmail.com>
Subject : Re: Appointment to meet
To : secyhfw@nic.in

Wed, Mar 11, 2020 01:33 PM
1 attachment

PFA

On Wed, Mar 11, 2020 at 1:32 PM Pariyarath Menon <rprmaiims@gmail.com> wrote:

Secretary,
Min of H & FW,
Nirman Bhavan
Delhi
Respected Madam,

Office of Secretary (Health)
e-office No. 1753041/20
(Date) 11/2/2020

Sub: Appointment to meet you - reg

I, Dr. P Ramesh Menon am working as a Faculty at AIIMS, New Delhi providing Pediatric care / services at CardioThoracic Centre since Jan 2015. Regarding a recent "guideline" dated 28.01.2020 which is **directly affecting me and 80 other colleagues and all 52 departments** and the various superspecialty centres at AIIMS, 5 of Faculty colleagues (Senior and others including myself) had occasion to meet Dr. Harsh Vardhan (President, AIIMS) at his Residence-Office, individually. As per the attached note, he had advised us to appraise you of the matter as "It is a policy matter for the Institute. Meet her. Whatever positive action..in this regard ...we can, we will take ! First you meet her. " He then instructed for his PS to coordinate an appointment with you.

Unfortunately, it has not materialised. This is an urgent matter, Madam. I would request you for an appointment for atleast 6 of us, as early as possible so that we can appraise you of the Institute's policy in this matter already codified and it's systematic undermining to the detriment of the Institute and its Faculty.

Regards
Dr. P Ramesh Menon
Associate Professor of Pediatrics
@ CardioThoracic Centre, AIIMS
New Delhi



Secretary .jpg
625 KB

*What is the guideline? A committee
discuss*

*SS(AS) ✓
PS(SS) ✓*

From : Pariyarath Menon <rprmaiims@gmail.com>
Subject : Appointment to meet
To : secyhfw@nic.in

Wed, Mar 11, 2020 01:32 PM

Secretary,

*19/3/2020
SO(INI-I)*

*US (Suniti Khambhata)
As discussed, pl. find
so brief note for perusal
possible Humana*