

**GOVT. OF NCT OF DELHI**  
**OFFICE OF THE MEDICAL DIRECTOR**  
**GURU TEG BAHADUR HOSPITAL**  
**DILSHAD GARDEN: DELHI-95**  
**(E-I BRANCH)**

No. F.1-5(5)/E-I/SR/GTBH/2021/ 3328-45

Dated: 23/08/21

**MEMORANDUM**

**SUBJECT: OFFER LETTER FOR APPOINTMENT TO THE POST OF SENIOR RESIDENTS ON EMERGENT & AD-HOC BASIS FOR 44 DAYS.**

On the recommendation of the Selection Committee Board, the Medical Director, GTB Hospital, GNCTD is pleased to offer the following Doctors, appointment to the post of Senior Resident for a period of maximum up to 44 days or till regular Senior Resident Doctors join, whichever is earlier, in the Pay Scale of Rs.67700/- as per 7<sup>th</sup> CPC and other allowances as admissible under the rules, as per the terms and conditions mentioned below & posted in the department's mentioned against their names:-

G.SR.NO	SR. NO	NAME OF DOCTOR & DOB	CATEGORY	DEPARTMENT	REMARKS
1.	1	DR. URVASHI KHAN 05.01.1990	UR	MEDICINE	-
2.	2	DR. ROSHAN KUMAR 28.07.1989	UR	MEDICINE	-
3.	3	DR. MAYANK SHAMI 20.01.1995	UR	MEDICINE	-
4.	4	DR. LOVELLY KUMARA 21.03.1993	UR	MEDICINE	-
5.	5	DR. BHANU SHARMA 07.01.1992	UR	MEDICINE	-
6.	6	DR. PRAFULLA KUMAR BARIK 16.01.1992	SC	MEDICINE	-
7.	7	DR. MOHAMMAD SHOAIB RAZA 03.03.1985	UR	MEDICINE	-
8.	1	DR. AMIT SRIVASTAVA 09.07.1987	UR	B&P SURGERY	-
9.	2	DR. GEETHA SINDHURI BARABARI 10.05.1990	UR	B&P SURGERY	-
10.	3	DR. SUMATHI N. 12.10.1993	UR	B&P SURGERY	-
11.	4	DR. YASHVINDER KUMAR 03.09.1984	SC	B&P SURGERY	-
12.	5	DR. DRISHTI BATRA 29.04.1993	UR	B&P SURGERY	-
13.	1	DR. KARAN KUMAR 06.05.1992	SC	GEN. SURGERY	-
14.	2	DR. DIBYA PRIYADARSINI BEHERA 08.05.1993	SC	GEN. SURGERY	-
15.	3	DR. TOKIVI AHUMI 21.04.1992	ST	GEN. SURGERY	-
16.	4	DR. SHIV ANKIP 12.03.1991	SC	GEN. SURGERY	-
17.	5	DR. YASHAWANTH T M 26.09.1990	UR	GEN. SURGERY	-

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47

18.	6	DR.PRACHI KRISHNATREY 19.05.1992	UR	GEN. SURGERY	-
19.	7	MOHAMMAD JUNED ANSARI 01.03.1995	UR	GEN. SURGERY	-
20.	8	DR. RISHANKI AGARWAL 30.11.1993	UR	GEN. SURGERY	-
21.	9	DR. KETAN SINGH 03.07.1989	UR	GEN. SURGERY	-
22.	1	DR.LOKESH KUMAR GAUTAM 30.03.1985	SC	NEUROSURGERY	-
23.	1	DR. RACHIT KHANDELWAL 05.08.1995	UR	PEDIATRICS	-
24.	2	DR. MRINAL SINHA 24.05.1991	UR	PEDIATRICS	-
25.	3	DR. ANISHA GOYAL 29.11.1993	UR	PEDIATRICS	-
26.	4	DR.PINKI 12.03.1990	SC	PEDIATRICS	-
27.	5	DR.SAWANT VARSHA RATILAL 11.10.1993	OBC (OUT SIDE)/UR	PEDIATRICS	-
28.	6	DR.SUJOYA DATTA 26.10.1992	UR	PEDIATRICS	-
29.	7	DR.V.SWETHA REDDY 30.08.1991	UR	PEDIATRICS	-
30.	8	DR. RAVNEET KAUR SALUJA 28.02.1993	UR	PEDIATRICS	-
31.	9	DR.ADITI GUPTA 25.02.1993	UR	PEDIATRICS	-
32.	10	DR. MOHD.AZAD 04.05.1992	UR	PEDIATRICS	-
33.	11	DR.SANTOSH KUMAR VERMA 06.05.1987	PH,OBC(OUT SIDE)/UR	PEDIATRICS	-
34.	1	DR. ANKITA JAIN 25.05.1992	UR	O&G	-
35.	2	DR.CHINGBIAKLUN SHOUTE 29.11.1991	ST	O&G	-
36.	3	DR. ANSHIKHA RAKESH 28.07.1991	UR	O&G	-
37.	4	DR.DEEPALI GOLA 05.11.1991	OBC(GOI)/UR	O&G	-
38.	5	DR. RASHMIKA GANDHI 02.09.1994	UR	O&G	-
39.	6	DR. PRIYANKA 06.10.1985	UR	O&G	-
40.	7	DR. NIDHI AHUJA 12.12.1993	UR	O&G	-

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41.	8	DR. OISHIKA CHAKRABORTY 20.10.1992	UR	O&G	-
42.	1	DR. ARUNIMA AGGARWAL 17.12.1993	UR	RADIOLOGY	-
43.	2	DR. SALONI DAGAR 02.09.1993	UR	RADIOLOGY	-
44.	3	DR. VARUN KUMAR 07.06.1994	SC	RADIOLOGY	-
45.	4	DR.UTKARSH MADAN 20.01.1995	UR	RADIOLOGY	-
46.	5	DR. ARUN KUMAR 02.02.1993	SC	RADIOLOGY	-
47.	6	DR.PRERNA 13.08.1993	UR	RADIOLOGY	-
48.	7	DR.ABHISHEK VERMA 07.09.1993	OBC (GOI)/UR	RADIOLOGY	-
49.	8	DR. FOZIA RAZA 10.02.1981	UR	RADIOLOGY	-
50.	9	DR.KAMAL PANT 03.12.1991	UR	RADIOLOGY	-
51.	10	DR.SHUBHAM KHATOD 11.12.1994	OBC (OUT SIDE)/UR	RADIOLOGY	-
52.	11	DR. MAYANK SWARNKAR 14.05.1989	OBC(NOT ATTACHED)/UR	RADIOLOGY	-
53.	12	DR. NISHANT RAJ 25.04.1994	OBC (GOI),/UR PH	RADIOLOGY	-
54.	13	DR.SHASHIKANT KUMAR 14.04.1992	UR	RADIOLOGY	-
55.	1	DR.ARCHIT JAIN 07.08.1993	UR	ORTHOPEDICS	-
56.	1	DR. SONIA AGARWAL 06.03.1993	UR	DERMATOLOGY	-
57.	2	DR. SHEETAL YADAV 26.10.1992	OBC	DERMATOLOGY	-
58.	1	DR. HAZEL TALWAR 01.05.1990	UR	ANESTHESIA	-
59.	2	DR. ANISH MALIK 17.10.1994	UR	ANESTHESIA	-
60.	3	DR. NEHA BHARDWAJ 13.03.1995	OBC (NOT ATTACHED)/UR	ANESTHESIA	-
61.	4	DR. APARNA MOHAN 02.11.1991	UR	ANESTHESIA	-
62.	5	DR. AAKANKSHA BAHL 10.04.1991	UR	ANESTHESIA	-
63.	6	DR. SHIV KUMAR SHARMA 08.08.1992	UR	ANESTHESIA	-
64.	7	DR. SWATI BHARTI 05.10.1993	OBC(NOT ATTACHED)/UR	ANESTHESIA	-

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61

65.	8	DR. POOJA YADAV 03.08.1993	OBC(OUT SIDE)/UR	ANESTHESIA	-
66.	9	DR. HEENA AGRAWAL 13.06.1993	UR	ANESTHESIA	-
67.	10	DR. ANURAG PADHY 01.01.1990	UR	ANESTHESIA	-
68.	11	DR. PRAKRITI MAURYA 31.10.1993	UR	ANESTHESIA	-
69.	12	LAKSHMI R 18.04.1991	UR	ANESTHESIA	-
70.	13	DR. LAKSHAY MANCHANDA 04.09.1993	UR	ANESTHESIA	-
71.	14	DR. VISHAL KAMAL 11.12.1989	UR	ANESTHESIA	-
72.	1	DR. ASTHA SACHAN 06.11.1993	OBC	BIOCHEMISTRY	-
73.	1	DR. PRIYA SUNEJA 24.08.1994	UR	PATHOLOGY	-

**Note-**

1. Appointment of Senior Residents on Ad-hoc basis is for 44 days will not stake/claim over the post and whenever, regular appointee joins his/her services will be terminated without any notice.
2. Candidates already working in other organization/hospital is required to submit relieving order from concerned organization/hospital before joining. Without the relevant documents, no acceptance/joining to the post of Senior Resident will be allowed under any circumstances.
3. The appointment of SC/ST/OBC candidates is subject to verification of Caste Certificate issued by the competent issuing authority.
4. The candidature for selection will be accepted on submission of valid "applied for DMC" for PG within the stipulated period, subject to provision of passing out certificate.

**The terms & conditions of appointment are as mentioned below.**

1. **Tenure:** Initial appointment is for 44 days, which can be extended for further 44 days by giving one day break after receiving written request from the concerned doctor, which is duly recommended & forwarded by the concerned HOD or till regular incumbents join whichever is earlier. The maximum tenure of Senior Resident Post is 03 years including the previous tenure served in any Govt. Hospital/Institute/Organization.
2. **Pay & Allowances:** (a) Rs.67700/- as per 7th CPC and other allowances.
3. **House Rent Allowance:** Application to hostel accommodation is optional. The selected candidate may apply for the hostel accommodation immediately if required. The entitlement for HRA will be as per the Govt. rules. Not abiding by rules and Regulations, as contained in the allotment letter of hostel accommodation, may lead to serious penalty and may cause termination of appointment also.
4. **Past Experience:** The period of service rendered by you as Senior Resident in Govt. Hospitals/autonomous Bodies founded by the Govt. prior to this appointment, if any, will count while reckoning the tenure as Senior Resident. An undertaking in this regard is to be furnished with acceptance letter along with documents proof.
5. **Medical Examination:** The candidates are hereby directed to appear before staff physician for medical examination within 07 days of joining. They should report to office of Staff Physician before 10.00 A.M. on any working day with one photograph. In case of female candidates, the appointment will be subject to G.I.D.P & A.R.O.M.No. 14034/4/84/Estt(D) dated 13 Feb, 1985 due to hazardous nature of job.

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6. **Private Practice:** The Private Practice of any kind whatsoever, is strictly prohibited. The candidates will not work simultaneously as SR in any other hospital. Breach of this condition will result in termination of appointment & necessary proceedings may also be initiated in consultation with DMC for cancellation of certificate of Registration.
7. **Security:** He/she will be required to deposit Hostel security before he/she is allotted the Hostel accommodation. The same is refundable.
8. **Registration:** He/she must have valid registration certificate issued by Delhi Medical Council or should have applied for DMC on or before the date of interview.
9. **Discipline:** He/She will have to wear white coat on duty with the name badge. He/she will not smoke on duty or examining patients.
10. **Categories:** a) For SC/ST/OBC categories: The appointment is provisional and is subject to the verification of the caste /tribe/other backward class certificate through proper channel and if the claim to belong SC/ST/OBC is found false, the services will be terminated forthwith without assigning any reason and without prejudice to such further action that may be taken under the Indian Penal Code for production of false certificates. (b) For SC candidates: Candidates should inform about the change, if any of their religion to their appointing/administrative authorities immediately after such change. Candidate who has already changed the religion to SC category, must inform it clearly before joining to the department.
11. **Experience certificate:** Certificate of SR ship will only be issued after the vacation of Hostel and submission of NO DUES CERTIFICATE from all concerned along with leave record.
12. **Residency Scheme:** He/she will work under residency scheme applicable to him/her from time to time.
13. **Leave Entitlement:** The leave admissible to the Ad-hoc Senior Residents will be 3 ½ days paid leave for 44 days of service rendered by them. In case of unauthorized/willful absence of duties for more than 7 days, the appointment shall be terminated without assigning any reason. No salary will be paid for any kind of unauthorized absence from duty even by the name of Strike. Further, while issuing the experience certificate the period of unauthorized absence/ strike period will be mentioned in it.
14. The appointment will be further subject to: (a) The production of certificates of fitness from the Staff Physician, GTBH. (b) Submission of attested copies of all the certificates of appointment he/she will be required to take an oath of allegiance to constitution of India to take solemn affirmation to the Office in the prescribed Performa.(C) Verification of character and Antecedent by the by the District Magistrate of the State/City where he/she has/had been residing for the last five years.
15. Other condition of service will be governed by relevant rules and orders from time to time: If any declaration given or information furnished by him/her found to be false or if he/she is found to have willfully suppressed any material, facts/information he/she is liable to be removed from services and such other action as Govt. may deem necessary.
16. **Resignation/Termination:** The appointment for the above mentioned post(s) on tenure basis, you are required to give **-07-** days prior notice for resignation otherwise are required to deposit Seven days salary in lieu of the prior notice. In case, further extension is not required, the same may be informed seven days before the last day of tenure (i.e. 44<sup>th</sup> day) otherwise seven days salary may be deposited in lieu of the prior notice. In case of unsatisfactory work and conduct report from the concerned department, the contact appointment shall be terminated and no correspondence shall be entertained in this regard. If termination of services is made due to continue absence of the appointee, on disciplinary grounds, Seven days salary shall be deducted from your salary.
17. All the Selected candidates shall have to attend a compulsory training on BIO-MEDICAL WASTE MANAGEMENT. For venue and schedule of the programme, must contact M.O.I./C BIO-MEDICAL WASTE MANAGEMENT), DR. V.N.V. Satish, CAS, Medical Officer, Room No. 35, GTBH.
18. The Senior Residents working in any specialty/Department may be required to perform duties in Accident & Emergency Department as per requirements of patient care.
19. Senior Residents who have been selected for A & E department will work in A & E Department /concerned department on rotation basis and experience certificate will be issued accordingly. However, in exceptional circumstances and on HOD's request, they may be allowed to work in main department. on replacement basis.
20. \* The candidates who are seeking appointment on the basis of reservation to OBCs must ensure that he/she possesses the caste/community certificate and does not fall in creamy layer and should submit a copy of non-creamy layer certificate of the current financial year.

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21. All selected candidates are hereby directed to submit a copy of the training certificate for BLS/ATLS/ACLS or other equivalent life saving courses within 03 days after joining, if any. If no such training has been obtained, he/she should undergo BLS training organized by this hospital in the Advance Skills Lab, Room no. 372, 3<sup>rd</sup> floor, Admin Block, GTBH and submit proof of the training obtained.

He/She is required to report for acceptance of offer letter within -7- days of issue of this letter in room No. 331, Establishment – 1, 3<sup>rd</sup> Floor, Administrative Block, failing which offer of appointment will stand cancelled/withdrawn suo moto considering that the candidate is not interested. No claim or request for extension of period to join will not be entertained after the cancellation of offer of appointment.

Documents required at the time of joining:-

1	6 identical passport size photographs	2	Xth pass certificate (age proof)	3	All MBBS/MD/MS/DNB/Diploma Mark sheets
4.	Attempt certificate	5	Internship completion certificate	6	Degree of MBBS/MD/MS/ DNB/ Diploma
7.	DMC Registration on PG/DNB/DIP, if applied for – copy of the same	9	Publications, if any (i) BLS / Equivalent course (preferable) (ii) ATLS/ ACLS/Equivalent course (preferable)		Identity proof viz. Adhaar Card, Voter ID card, Driving license, passport etc.
10	Caste certificate, if any	11	Experience certificate, if any		

No. F.1-5( 5 )/E-I/SR/GTBH/2021/ 33 28-45

43  
AMS(A)/HOO  
Dated: 23/08/21

Copy forwarded for information/necessary action to:

- All concerned HODs, GTBH, directed to allow Senior Resident to join the duty only after receiving photocopy of joining letter of candidate from E-I Branch & to send a joint attendance report of all Senior Residents before 5<sup>th</sup> of every month, directly to accounts Branch with a copy to Establishment – I, Room No. 331, Administrative Block, GTB Hospital.
- Doctor Concerned with the direction to fulfill the following points for releasing their salary:
  - Enter his/her full details in the Master Register available with MOI/c Summon Cell & submit a set of photocopies of all the certificates as mentioned above, for record ( R.No. 305, 3<sup>rd</sup> Floor), on the date of joining the hospital.
  - Formal joining letter may be given to the concerned HOD in legible handwriting on the date of joining the hospital.
  - Appear before staff physician, Room No. 139, 1<sup>st</sup> Floor, within 07 days of joining, for medical examination (R.No. 139, 1<sup>st</sup> Floor)
  - Appear before MOI/c BMW, Dr. V.N.V. SATISH, Medical Officer for a training in waste management (R.No. 355, 3<sup>rd</sup> Floor).
  - Appear before MOI/c Bio-metric for attendance system (R.No. 304, 3<sup>rd</sup> floor)
  - Appear before Accounts Section for submission of necessary papers, required for preparation of salary (R.No. 320, 3<sup>rd</sup> floor)
- MOI/c Summon Cell, Room No. 305, 3<sup>rd</sup> Floor, GTBH, Delhi, with the direction to maintain a master register to record full details of Senior Resident on joining & while giving NO DUES to a Senior Resident his/her up-to-date details may be up-dated in the Master Register, so that the same may be used while dealing with the court summons etc.
- Staff Physician (Room No.139), 1<sup>st</sup> floor, with the request to send medical examination report of concerned doctor as soon as possible.
- Sr. Accounts Officer, GTBH with the direction to release the salary of the above mentioned Senior Residents upto the period of extension only after receiving monthly joint attendance report from the concerned departments.
- Security Deposit: This hospital may withhold salary as security in r/o Residents Doctors working on Adhoc-Basis, 15 days of salary in this hospital.
- Warden SRD Hostel, GTBH. With the direction to send a copy of allotment letter of the concerned doctor who has allotted hostel accommodation.

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8. MOI/c EDP Cell, Room No. 131, 1<sup>st</sup> Floor, GTBH, Delhi.
9. PAO-VIII, GTBH Campus, Shahdara, Delhi.
10. MOI/c Telecom, Room No. 36, Ground Floor, GTBH, Delhi.
11. MOI/c BMW, GTBH, Delhi ( Room No. 322)
12. MOI/c Bio-metric, Room No. 307, 3<sup>rd</sup> Floor, GTBH, Delhi.
13. MOIC/c General Branch, Room No. 324, 3<sup>rd</sup> Floor, GTBH, Delhi.
14. MOI/c planning, Room No. 318, 3<sup>rd</sup> Floor, GTBH, Delhi
15. Sr. P.A. to Medical Director, GTBH, Delhi.
16. P.A. to AMS (A), GTBH, Delhi.
17. P/F of doctor concerned/Guard file.

*42*  
**AMS(A)/HOO**