



# PUNJAB INSTITUTE OF MEDICAL SCIENCES

Building A Healthy Tomorrow

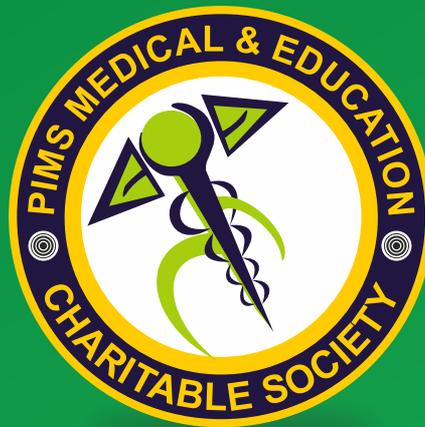


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Prospectus-2020



## NATIONAL AWARD CONFERRED UPON PIMS FOR ANTI-DRUG INITIATIVE



President of India on 26-June-2018 conferred the National Award-2018 to Punjab Institute of Medical Sciences (PIMS), Jalandhar in the category of 'Best Educational Institution' for recognition of its outstanding and exemplary services in the field of Prevention of Alcoholism and Substance (Drug) Abuse in the state of Punjab on International Drug Abuse and Illicit Trafficking day at Delhi.



C O N T E N T S

1.	Oath Of Hippocrates.....	1
2.	About PIMS.....	2
3.	Resident Director's Note .....	3
4.	Director Principal's Note .....	4
5.	Administrative Points of Contact .....	5
6.	MBBS Admissions 2019.....	6
6.1	Course Description .....	6
6.2	Eligibility For Admission .....	6
6.3	Admission Calendar.....	6
6.4	Provisional Distribution of Seats.....	7
6.5	MBBS Course Fee.....	7
6.6	Mode of Payment of Tuition Fee.....	7
6.7	Other Charges Payable .....	8
7.	Admission Procedure .....	9
8.	Important Instructions.....	10
9.	Disciplinary Rules And Regulations.....	11-17
10.	Appendix 1 .....	18-25
	Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges/ .....Institution) Regulation, 2009	
11.	The Anti ragging Committee .....	26-27
12.	Office of The Director Principal, PIMS, Jalandhar .....	28
13.	Corrigendum .....	29
14.	Undertaking .....	30
15.	Guidelines by DRME regarding reopening of colleges .....	31-34
16.	Circular regarding reopening of classes .....	35

## Oath of Hippocrates



The Hippocratic Oath is an oath historically taken by doctors swearing to practice medicine ethically. It is widely believed to have been written by Hippocrates (460 BC – 370 BC), often regarded as the father of western medicine.

### Modern version

A widely used modern version of the traditional oath was penned in 1964 by Dr. Louis Lasagna, former Principal of the Sackler School of Graduate Biomedical Sciences and Academic Dean of the School of Medicine at Tufts University.

“I swear to fulfill, to the best of my ability and judgment, this covenant:

I will respect the hard-won scientific gains of those physicians in whose steps I walk, and gladly share such knowledge as is mine with those who are to follow.

I will apply, for the benefit of the sick, all measures that are required, avoiding those twin traps of over treatment and therapeutic nihilism.

I will remember that there is art to medicine as well as science, and that warmth, sympathy, and understanding may outweigh the surgeon's knife or the chemist's drug.

I will not be ashamed to say "I know not," nor will I fail to call in my colleagues when the skills of another are needed for a patient's recovery.

I will respect the privacy of my patients, for their problems are not disclosed to me that the world may know. Most especially must I treat with care in matters of life and death. If it is given to me to save a life, all thanks. But it may also be within my power to take a life; this awesome responsibility must be faced with great humbleness and awareness of my own frailty. Above all, I must not play at God.

I will remember that I do not treat a fever chart, a cancerous growth, but a sick human being, whose illness may affect the person's family and economic stability. My responsibility includes these related problems, if I am to care adequately for the sick.

I will prevent disease whenever I can, for prevention is preferable to cure.

I will remember that I remain a member of society, with special obligations to all my fellow human beings, those sound of mind and body as well as the in firm.

If I do not violate this oath, may I enjoy life and art, respected while I live and remembered with affection thereafter. May I always act so as to preserve the finest traditions of my calling and may I long experience the joy of healing those who seek my help.”

# About Punjab Institute of Medical Sciences



## INTRODUCTION

Punjab Institute of Medical Sciences (PIMS), Jalandhar was envisaged by the Govt. Of Punjab (GoP) in 1999 as the first medical college cum teaching hospital of the Doaba region. PIMS was operationalized under Public Private Partnership (PPP) mode. Acting as a beacon of light, PIMS caters to the needs of patients from all over the region. It is a place where health meets care and knowledge meets experience. PIMS offers students an effective learning environment by adopting newer teaching methodologies and exposure to CMEs and Conferences. PIMS as a centre of excellence not only focuses on transforming students into professionals but also proactively works in the domain of community development through its outreach programmes.

## VISION

To be recognized as a symbol of wellness and care, with an edifice built on efficient systems, neoteric technology and breakthrough medical research, shaping our students into doctors who are thought leaders of tomorrow.

## MISSION

### We Aspire To:

- ❖ Provide distinctive medical care and state of art facilities with the collaborative effort of our professionally competent staff delivering an assurance of being in safe hands
- ❖ Be a cost efficient medical care provider that serves one and all

## VALUES

### ❖ INNOVATION

We are committed to continuous development by executing newer initiatives since 'Innovation unveils new horizons'

### ❖ COMMUNICATION

We believe in clear two way communication

making the patient an active partner in treatment because 'Together we make better choices'

### ❖ COMPASSION

We respect the inherent worth of people so we treat all with honor and dignity because 'We care'

### ❖ INTEGRITY

We abide by the highest level of professional ethics as 'Our morality defines our performance'

### ❖ DEDICATION

We all work with devotion, instilling faith and trust in people we serve as' Dedication fosters care'

## Resident Director's Note



**Mr. Amit Singh**  
Resident Director

*“Coming together  
is a beginning, Keeping  
together is progress and  
Working together  
is Success”*

*With great pride and pleasure I would like to welcome another batch of bright and eager students to PIMS, as they prepare to embark on their journey to becoming the health givers of tomorrow. As the years have passed, PIMS has not only deepened its roots as a quality medical provider but has also emerged as a leading medical institution of the state with a focus on holistic development of our students. We are committed to providing highest level of Medical Education at PIMS. We have had CMEs and Conferences across multiple specialties ensuring enriching knowledge exchange for faculty and students. We have continued to ramp up our medical programmes with comprehensive and integrated evidence based learning backed by cutting edge technology and experienced faculty. The testimony to this is the top university positions attained by our students every year.*

*A doctor is not merely responsible for curing disease, but also for promoting health and preventing sickness. It is this approach that we at PIMS seek to inculcate in our students, so that they carry a holistic view of medicine and become not just complete doctors but also good human beings.*

*Four MBBS batches have walked confidently out of PIMS making us all proud to see how well these young men and women have developed and grown over the past few years. I hope they will always look back fondly on the time they spent at PIMS, and be proud to have been the pioneers. I am certain that the batch of 2020 will be worthy successors and continue the tradition of making us all proud with their efforts, learning and achievements. Hope that your time with us will be a period that you cherish for life.*

## Director Principal's Note



**Dr. Kulbir Kaur**  
Director Principal

*“Success doesn't  
come from what you do  
occasionally.  
It come from what you  
do consistently”*

*Dear Students*

*On behalf of PIMS Medical Education and Charitable Society I take pride o greet new aspirations of MBBS course batch 2020-21 in PIMS. All aspirants for medical college and their parents must be apprehensive due to COVID-19 Pandemic as the NEET has been delayed and so is the admission to this undergraduate course but I assure you that complete care will be taken about your health and wellbeing once you come and join this institution.*

*PIMS Medical college is most prestigious and the only medical college in Doaba area of Punjab and has grown since its inception spectacularly achieving notable success in many directions and reached to the level of excellence in medical education to undergraduate students of this institution which can be gauged from overall performance and success of our students in various fields in the country and also in other countries. We cater to need of students in such a manner to develop them as complete and competent doctor full of sympathy and empathy for the ailing humanity.*

*We have very dedicated and highly qualified teaching faculty who is always ready to help and counsel our students at all times. There is an inbuilt system to implement new CBME curriculum, continuous assessment and feedback for the students even during COVID-19 pandemic to help them, keep abreast with knowledge and self-evaluation.*

*State of the art infrastructure, well equipped labs, high tech centrally air conditioned lecture theatres and library provide all needed facilities for their teaching and training. Sports and recreational activities provide the opportunities to the students to relax and distress as in 21th Century and especially in 2020, the current year, changes in life style due to pandemic have posed a great challenge for everyone.*

*I am sure large number of deserving and desirous student will choose this institution to achieve academic excellence and we are committed to provide teaching and health care of highest standard in the region.*

*Looking forward to welcome you in PIMS.*

## Administrative Points of Contact



S/No.	Designation	Names	Contact No.
1	Resident Director	Mr. Amit Singh	0181-6606000, Ext- 6007 9988553333
2	Director Principal	Dr. Kulbir Kaur	0181-6606000, Ext- 6016 8054603003
3	Vice Principal	Dr. Rajiv Arora	0181-6606000, Ext- 6024 8054603009
4	Medical Superintendent	Dr. Gurdashan Singh Joneja	0181-6606000, Ext- 6017 8900405146
5	Deputy Registrar	Mr. Narinder Kumar Bansal	0181-6606000, Ext- 6009 9417546718
6	Finance	Mr. Gurpreet	0181-6606000, Ext- 6001
7	Hostel Superintendent - Boys	Dr. Rajiv Arora	0181-6606000, Ext- 6024 8054603009
8	Hostel Superintendent - Girls	Dr. Jagminder Bajaj	9417876566
9	Incharge Admin	Mr. Sunil Sharma	0181-6606000, Ext- 6031 9988779549
10	Hostel Warden - Boys	Mr. Ravinder Singh	9855055507
11	Hostel Warden - Girls	Dr. Inderjit Kaur	9463136577

# MBBS Admissions 2020



Candidates are advised to read and understand each and every statement in this prospectus. Any lapse, omission or failure to comply with these instructions shall not be the responsibility of the institution.

## COURSE DESCRIPTION

The duration of MBBS course is four and a half years plus one year of compulsory rotatory internship. The undergraduate course in medicine comprises of various subjects mentioned below:

First Professional	Second Professional	Final Professional Part 1	Final Professional Part II	Medicine: Allied	Surgery : Allied
Anatomy	Forensic Medicine	Community Medicine	Medicine & Allied	Chest & TB	Anesthesia
Biochemistry	Microbiology	Forensic Medicine	Obstetrics & Gynecology	Psychiatry	Dental
Physiology	Pathology	ENT (Otolaryngology)	Orthopedics	Skin	Radiology
Community Medicine	Pharmacology	EYE (Ophthalmology)	Pediatrics		
	Community Medicine	All Clinical Subjects	Surgery & Allied		
	All Clinical Subjects				

The compulsory rotatory internship lasting for 12 months comprises of postings in Community Medicine, ENT, Ophthalmology, General Medicine, Surgery, Obstetrics and Gynaecology, Pediatrics, Orthopedics, Emergency Medicine and short electives in various specialties. The completion of course leads to award of degree of Bachelor of Medicine and Bachelor of Surgery (MBBS) by Baba Farid University of Health Sciences, Faridkot (BFUHS). The course is governed by guidelines of BFUHS and Medical Council of India (MCI).

***New CBME curriculum as per GMER-19 has been implemented from M.B.B.S. batch 2019***

### Teaching methodology adopted in PIMS

- Didactic lectures
- Integrated teaching
- Self directed learning modules
- Seminars
- Objective Structured Practical Examination (OSPE)
- Interactive lectures and e-lectures
- Group discussions, Small group Teaching
- Tutorials
- Problem Based Learning (PBL)
- Assignments & Involvement in Basic research

## ELIGIBILITY FOR ADMISSION

All candidates who fulfill the eligibility criteria and other conditions as per Punjab Government Notification no.5/9/2020-5HB-III/5234 dated 02.09.2020 and have qualified in NEET 2020 can apply for admissions. The selection of candidates will be made by BFUHS.

## ADMISSION CALENDAR

1. The last date for submission of application form to BFUHS and date of counselling for Government quota (including reservation), Management quota (including reservation as per above notification from Punjab Government issue on 2.9.2020 ) and NRI quota will be as notified by BFUHS on their website <http://bfuhs.ac.in/>
2. The details related to submission of documents, medical examination and fee payment will be notified by BFUHS on <http://bfuhs.ac.in/>
3. The relevant documents to be submitted by students can be downloaded from <http://www.pimsj.com>

# MBBS Admissions 2020



## PROVISIONAL DISTRIBUTION OF SEATS

Total number of MBBS seats are 150. The distribution of seats is as per Govt. of Punjab/BFUHS

1. Government Quota - 50%
2. Management Quota - 35%
3. NRI Quota - 15%

## MBBS COURSE FEE

### Government Quota and Management Quota:

The tuition fee is as per Punjab Government Notification No. 5/9/2020-5HB-III/5234 dated 02.09.2020. Below fee is provisional and subject to changes as per Punjab Government directions from time to time.

MBBS	Installment	Government Quota	Management Quota
1st Year	Installment 1	₹ 1,75,000/-	₹ 4,50,000 /-
	Installment 2	₹ 1,75,000/-	₹ 4,50,000 /-
2nd Year	Installment 1	₹ 1,92,500/-	₹ 4,95,000/-
	Installment 2	₹ 1,92,500/-	₹ 4,95,000/-
3rd Year	Installment 1	₹ 2,10,000/-	₹ 5,40,000/-
	Installment 2	₹ 2,10,000/-	₹ 5,40,000/-
4th Year	Installment 1	₹ 2,27,500/-	₹ 5,85,000/-
	Installment 2	₹ 2,27,500/-	₹ 5,85,000/-
5th Year	Installment 1	₹ 2,45,000/-	₹ 6,30,000/-

*Note: The first tuition fee installment for the six months shall be paid to Registrar, Baba Farid University of Health Sciences, Faridkot. The fee shall be payable on six monthly basis*

**Tuition Fees payable before 31 July & 15 January**

**Hostel/other charges payable Annual before 31 July every year**

### NRI Quota:

The tuition fee amounting to US \$ 1, 10,000 for the NRI Quota can either be paid in full at the time of admission or in installments as mentioned below. Students admitted against NRI seats will be required to furnish a Bank Guarantee at the time of admission (Annexure 02) for the balance fee, if they opt to pay the fee in installments.

Installments	(US \$)
1st Installment (at the time of admission as per directions of BFUHS)	\$ 60,000
2nd Installment (after one year of 1st installment )	\$25,000
3rd Installment (after 2 years of 1st installment)	\$ 25,000

## MODE OF PAYMENT OF TUITION FEE

### Government Quota and Management Quota:

Tuition fee must be paid either through Bank Draft drawn in favour of “PIMS Medical & Education Charitable Society” payable at Jalandhar or via NEFT/RTGS payment, the required details for online payment can be obtained from Finance department, PIMS. Hostel and other charges are payable separately.

# MBBS Admissions 2020



## NRI Quota:

Tuition fee must be made either by Demand Draft in US \$ drawn on any bank payable in India in favor of "PIMS Medical & Education Charitable Society" payable at Jalandhar or via NEFT/RTGS/SWIFT payment, the required details for online payment can be obtained from Finance department, PIMS. Hostel and other charges are payable separately.

**Note:** The payment of tuition fee beyond the dates specified in the prospectus will attract late fee, the amount of late fee will be informed at the commencement of the academic session

## OTHER CHARGES PAYABLE

Other charges payable by the selected students at the time of admission are:

Head Other charges (in Rupees)	Category	Govt. Quota	Management Quota	NRI Quota
Admission Fee	One time	₹ 5000/-	₹ 5000/-	As per BFUHS
BFUHS Registration fee( Actuals as notified by University)	One time	₹ 6000/-	₹ 10000/-	US \$ 1200/-
Internet Charges p.a.	Annually	₹ 3000/-	₹ 3000/-	US\$ equals to ₹ 3000/-
Library Security (Refundable)	One time	₹ 25000/-	₹ 25000/-	US\$ equals to ₹ 25000/-
University Charges or HSLIBNET	Annually	₹ 1000/-	₹ 1000/-	US\$ equals to ₹ 1000/-
Other Administrative charges	Annually	₹ 7000/-	₹ 7000/-	US\$ equals to ₹ 7000/-
Medical Check-Up	One time	₹ 1000/-	₹ 1000/-	US\$ equals to ₹ 1000/-
College / Student Welfare/ Health Insurance & Life Insurance	Annually	₹ 17000/-	₹ 17000/-	US\$ equals to ₹ 17000/-
<b>Total</b>		<b>₹ 65000/-</b>	<b>₹ 69000/-</b>	

## Charges for Hostel (in Rupees)

Head	Category	A.C. Room in General Hostel	General Room
Room Rent p.a.	Annually	₹ 26400/- +10% increase every year	₹ 16500/- +5% increase every year
Electricity charges p.a.	Annually	₹ 51000/-	₹ 19300/-
Water Charges p.a.	Annually	₹ 4000/-	₹ 4000/-
Mess Charges p.a.	Annually	₹ 61500/-	₹ 61500/-
Hostel Security ( Refundable)	One time	₹ 27500/-	₹ 27500/-
General/ Facility Charges	Annually	₹ 2500/-	₹ 2500/-
Laundry charges	Annually	₹ 5000/-	₹ 5000/-
<b>Total</b>		<b>₹ 1,77,900/-</b>	<b>₹ 1,36,300/-</b>

\* Security will be refunded after course completion including Internship.

\* Electrical appliances will be charged extra.

**Note:** The above charges are subject to changes by college authorities/BFUHS/Govt.of Punjab

\* University charges will be paid only by the selected candidates and will be refunded, if a candidate is shifted to another college in subsequent counselling on operation of the waiting list/leaves the college and another candidate joined on his/her place.

## ADMISSION PROCEDURE



- » The procedure of admission is as per Punjab Government Notification No. 5/5/2020-5HB-III/5234 dated 02.09.2020.
- » All the candidates are required to appear in NEET (UG) 2020 and participate in the centralized counselling of BFUHS on dates as notified by BFUHS on their website
- » Candidates selected in the centralized counselling for PIMS shall report to PIMS, Jalandhar on the dates notified by the BFUHS along with original documents as per 'Admission Document List' provided below
- » Prospectus can be obtained on cash payment of Rs. 3000/- from the Accounts Branch, Ground Floor of PIMS, Jalandhar
- » For admissions under NRI quota, the equivalence and eligibility of candidates will be determined by the BFUHS. After the selection, the candidate is required to submit the original documents to PIMS. NRI candidates need to pay the registration fee of US \$ 1200 and prospectus & application fee of US \$ 100

### Admission Document List

S/No.	List of Documents	S/No.	List of Documents
1.	NEET-2020 Admit Card, Result Card and Provisional Allotment letter	15.	Admission Application Form (Available on www.pimsj.com)
2.	Matriculation certificate showing date of birth	16.	Declaration by 1st year MBBS student (Available on www.pimsj.com)
3.	Detailed Marks Card of 10+1	17.	Bank draft of other charges in favor of PIMS Medical & Education Charitable Society payable at Jalandhar at the time of admission
4.	Qualifying Examination detailed Marks Card (10+2)	18.	Surety Bond/ Bank Guarantee of balance fee (to be submitted at the time of admission/selection) - (Available on www.pimsj.com)
5.	Bonafied Residence of Punjab Guidelines for grant of Residence certificate Notification (As per BFUHS Prospectus - 2020- Annexure-V- (P.No.62-69)	19.	Five unattested copies of the same passport size photographs
6.	Character Certificate from the institution last attended	20.	Undertaking regarding prevention of ragging by the Candidate (in English and Punjabi) (Available on www.pimsj.com)
7.	Certificate in support of claim under reserved category (As per the specimen given in BFUHS Prospectus -2020) Annexure-III (P.No.50)	21.	Undertaking regarding prevention of ragging by the Parent (in English and Punjabi) (Available on www.pimsj.com)
8.	Certificate/Form regarding exemption in case studied out of Punjab, wherever applicable (BFUHS Prospectus -2020) Annexure -II (P.No.49)	22.	Application for hostel accommodation, if applicable. (Available on www.pimsj.com)
9.	Copy of Bank Challan after payment of tuition fee	23.	Self Undertaking for Gap in Study (if applicable) (As per BFUHS Prospectus -2020) Annexure - IV(P.No. 61)
10.	Certificate from the Head of the Institute from where the candidate has passed 10+1 and 10+2 (As per BFUHS Prospectus -2020) Annexure - I	24.	Proforma of information required for university registration return. ( To be filled by admitted candidate only)
11.	Compulsory Affidavit by parents/ Guardian to be attested by an executive Magistrate/Oath Commissioner / Notary Public (As per BFUHS Prospectus -2020)Annexure - VI	25.	Undertaking for COVID-19 as per guidelines issued by DRME vide letter no. 1ME3-Pun-2020/17402-13 dated 05-11-2020
12.	Specimen of Certificate from Principal/Head of the Institution last attended and certificate (Compulsory) and Sworn Declaration by the Parents/Guardians (Compulsory) (As per BFUHS Prospectus -2020) Annexure-I(PageNo.48)		
13.	Sworn Declaration by the Candidate -(As per BFUHS Prospectus -2020) Annexure -VII (PageNo.70)		
14.	Migration Certificate if passed 10+2 or equivalent examination from Board/University other than PSEB		

## IMPORTANT INSTRUCTIONS



1. All admissions are provisional and are subject to approval by the Vice Chancellor, Baba Farid University of Health Sciences, Faridkot
2. The course of study and examination will be governed by the regulations of BFUHS and MCI
3. **Refund of Tuition Fee:** Fee once paid, is refundable only when a candidate is shifted to another college in subsequent counselling on operation of waiting list by the Baba Farid University of Health Sciences
4. **Fee from Failed Students :** A student failing in any subject in the university examination shall be required to pay, for each subject and each attempt, at the rate of Rs. 2000/- per subject for students admitted against Govt./Management seats and US \$ 250 or equivalent amount for students admitted against NRI seats
5. Mess charges are payable in advance every year. This does not include canteen charges
6. Apart from tuition fee for different categories as outlined under MBBS COURSE FEE , additional charges such as Eligibility Fee, Registration Fee, Administrative expenses, Examination Fee and any other fee required by the University from time to time shall be paid by the students
7. The security deposit will be refunded (without interest & after adjustment, if any) only post completion of the course including one year compulsory rotatory internship, on submission of 'No dues certificate'
8. The classes for the failed/detained students will start immediately after the declaration of the results. Attendance in these classes is compulsory
9. Inter-medical college migration is not permitted, except under extraordinary circumstances as considered by MCI
10. The rules and regulations including fees may be revised as and when required and the revised rules and regulations including fee will be applicable irrespective of the conditions mentioned in this prospectus
11. Access to cell phones and public phones shall be unrestricted in hostels; however use of cell phones is prohibited in classrooms, laboratories, seminar halls, library & wards etc.

# DISCIPLINARY RULES AND REGULATIONS



## A-ANTI RAGGING

### All students admitted will submit a declaration (Annexure 06a & 06b)

Ragging in any form is strictly forbidden. As per the order of the Honorable Supreme Court of India and regulations of BFUHS/MCI in this connection, the following should be noted by all candidates and their parents/guardians.

1. Ragging in any form constitutes a criminal offence. A student indulging in ragging can be:
  - (a) Expelled from the institution
  - (b) Banned from the mess/hostel
  - (c) His/her scholarship can be withdrawn
  - (d) Debarred from examinations
  - (e) Denied admission to any institution
  - (f) Prosecuted for criminal action
  - (g) Lodging of FIR with local police against those who RAG/ABET ragging

If any incidence of ragging comes to the notice of the college authorities, the concerned student shall be given the chance to explain himself/herself and if his/her explanation is not found satisfactory, the authority would proceed with action as outlined above.

The aggrieved students are free to report any incidence of ragging to any member of the Anti-Ragging Committee by written communication, telephone or SMS. All efforts will be made to keep the name of the reporting person confidential. The names and telephone numbers of the members of this committee will be provided to the students soon after admission.

2. Every student at the time of admission shall furnish a character certificate (Annexure 05) from the institution from where he/she has passed his/her qualifying examination, which would mention the status of his/her behavioral pattern.

3. An annual self undertaking (Annexure 06a & 06b) signed by each student, (whether fresher or senior) and his/her parents jointly stating that each of them have read the relevant instructions and regulations against ragging, as well as punishments and that if the ward has been found guilty, the college authorities will proceed with action against him/her. It shall be furnished in English as well as in vernacular language at the beginning of each academic year by every student.

4. PIMS has an Anti-Ragging Committee and Anti Ragging Flying Squad, which comprises of representatives of Civil & Police administration and local media in addition to the senior faculty members of the institution.

5. In case the applicant for admission is found to have indulged in ragging in the past or if it is noticed later that he has indulged in ragging, admission may be refused or he/she shall be expelled from the institution as per judgment of the Honorable Supreme Court of India in SLP (Civil) NO. 24295/2004

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**Anti Ragging Helpline Number (24X7): 18004196001 (Institution Toll Free Number)**  
**National Anti Ragging Helpline (24X7): 1800-180-5522 (Toll Free)**

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# DISCIPLINARY RULES AND REGULATIONS



## MEDICAL COUNCIL OF INDIA

### NOTIFICATION

New Delhi, the 28th March, 2018

No. MCI-34(1)/2017-Med./182799.–In Exercise of the powers conferred by Section 33 of the Indian Medical Council Act, 1956 (102 of 1956), the Medical Council of India with the previous sanction of the Central Government hereby makes the following regulations to amend the “Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges/Institutions) Regulations, 2009” namely:-

1. (i) These regulations may be called the “Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges /Institutions) (Amendment) Regulations, 2018.”

(ii) They shall come into force from the date of their publication in the Official Gazette.

2. In the “Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges/ Institutions) Regulations, 2009”, the following additions /modifications /deletions /substitutions, shall be as indicated therein:-

3. In Clause 3 under the heading “Definitions:- for the purpose of these Regulations”, the following shall be added

after first para of sub-clause 3.3:-

“Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including trans gender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.”

**Dr (Mrs.) REENA NAYYAR, Secy. (I/c)**

[ADVT-III/4/Exty./17/18]

**Foot Note:** The Principal Regulations namely, “Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges/ Institutions) Regulations, 2009” were published in Part–III, Section (4) of the Gazette of India on the 3rd August, 2009 and amended vide notification dated 23.03.2016.

### B-ATTENDANCE

1. As per MCI regulations on Graduate Medical Education, no student shall be allowed to appear in the professional examination of the concerned subject conducted by university if his/her attendance falls short of 75% in Theory and 80% in Clinicals/Practicals

2. Every student is required to adhere to the timings notified for lectures, demonstrations, practicals, tutorials, tests and clinical classes. As per Govt. orders, the students may also be marked by biometric attendance system directly linked with BFUHS. Attendance will be displayed on the college website as per MCI guidelines.

# DISCIPLINARY RULES AND REGULATIONS



## C-INTERNALASSESSMENT

The internal assessment in each subject shall be based on:

1. Day-to-day assessment & evaluation of practicals, student assignments, preparation for seminars, clinical case presentation etc
2. Performance in the class tests, regular term examinations and student's conduct and discipline in the classes
3. Attendance in theory as well as practical/clinical classes
4. A student must secure at least minimum percentage of the total marks fixed for internal assessment by BFUHS in the particular subject separately for the theory & practical in order to be eligible to appear in the University examination of that subject

The criteria of internal assessment may change as per guidelines of BFUHS/MCI

## D-CLASS ROOM

1. Students must follow prescribed dress code in the college & hospital and wearing of doctor's coat with college emblem on left top pocket is mandatory for all the students. Identity card must be displayed at all the times in the campus
2. No student is allowed to leave the lecture theatre without the permission of his/her faculty or until the class is over
3. Immediately after assembly of the class, roll call will be taken. Late comers will be marked absent
4. Disciplinary action will be taken against any student misbehaving in the class room
5. Students are not permitted to remain in the lecture theatre except during the prescribed hours of lectures

## E-LEAVE

1. In all cases, leave taken will be at the

student's own risk so far as the percentage of attendance is concerned and medical certificate will not make up for deficiency in attendance

2. Sick leave will only be granted on the production of a medical certificate from an authorized medical officer appointed by the Director Principal of the college except when the student is already on leave and is out of station, in that case a certificate from a qualified doctor should be submitted immediately. The student will submit a fitness certificate from the same doctor at the time of rejoining after sick leave. The sick leave is counted as "Absent" for the purpose of calculation of attendance for eligibility for university examinations
3. A medical certificate must specify the nature of the illness and the period with dates of leave recommended on the account of that illness
4. If a student is absent without leave continuously for five days in any subject, the information will be sent to the Director Principal by Head of the Department and if the absence continues for a period of four weeks, name of the student will be struck off from the college roll
5. Leave of any kind cannot be converted to attendance

## F-INDISCIPLINE AND PUNISHMENT

1. For all offences that occur in the college, hospital premises or in the college hostels, the Director Principal, may at his/her discretion refer the case to the college disciplinary committee. The disciplinary committee shall have the power to interrogate any student or students or any member of the staff or any member of public and is authorised to send its recommendations to the Director Principal

## DISCIPLINARY RULES AND REGULATIONS



2. After considering the recommendations of the college disciplinary committee, disciplinary action by the Director Principal against the students committing an offence might take one or more of the following forms depending upon severity of the offence:
  - a) The student may be asked to tender an apology, verbal or written. This shall be placed on the student's record
  - b) A student may be fined
  - c) A student may be suspended from the college rolls for a period not exceeding two weeks at a time, pending enquiry into the misconduct of the student along with a red entry in the record
  - d) The student may be expelled from the college for a certain period as decided by the disciplinary committee along with a red entry in the record
  - e) A student may be placed on probation for a period up to one year. If during the period of probation he/she fails to improve his/her conduct, he/she may be expelled from the College
  - f) Three red entries in the record render a student liable for expulsion from the college
  - g) The disciplinary action taken shall be intimated to parents
3. In case of expulsion, following regulations will be followed:
  - a) Expulsion whenever imposed on a college student shall mean the loss of up to maximum five calendar years and will mean he/she being debarred from the university examination during the period of his/her expulsion
  - b) A student expelled from a college shall not be readmitted before the expiry of the period of his/her expulsion
  - c) Cases of expulsion shall be reported to the university by the Director Principal for registration and notification
4. A student shall continue to be under the

disciplinary jurisdiction of the Director-Principal of the college till the declaration of the result of final professional MBBS examination

5. The decision of the Director Principal in all cases shall be considered as final
6. All disputes are subject to Jalandhar (Punjab) jurisdiction only

### COLLEGE LIBRARY

1. The Library will be open on all working days from 9 AM to 10 PM or as per schedule decided from time to time by college authorities
2. The following shall be entitled to use the library
  - A) The faculty of the college
  - B) Students of the college
3. Silence and order must be maintained in the library at all the times, any violation of this rule will result in serious disciplinary action
4. Any person who loses, defaces or otherwise seriously damages books/any library assets shall be liable to pay the cost of the replacement. In the event of the book being one of the set or series, the cost of whole set or series, shall be paid by the person if the single copy lost/damaged or not available
5. Books that are required for occasional reference, such as encyclopedias, dictionaries, atlas etc. and books of great value or rarity shall not be issued
6. Books borrowed from the library are not transferable
7. Books shall be issued strictly according to the priority of demand
8. A suggestion book is kept in the library in which suggestions for new books are invited
9. Use of internet facilities in the library is subject to rules and regulations framed from time to time by college authorities
10. Library rules as mentioned in the library membership card have to be strictly followed

# DISCIPLINARY RULES AND REGULATIONS



## COLLEGE HOSTEL

(As per office order no. PIMS/DP/Trng-433/1610-15 dated 16.03.18)

The application form, rules & regulations in regard to hostel are part of the Annexure 07

### A. ADMISSION TO THE HOSTEL

- a) The institution provides hostel accommodation for the students requiring the same
- b) The Director Principal on recommendation of the warden may refuse allotment or reject the application of a student if satisfied that the student is not a desirable person to live in the hostel. This is applicable even during the academic course of the student
- c) There are separate hostels for boys and girls. These hostels are open only to students on the college rolls.
- d) Accommodation shall be allotted by the warden in order of seniority and merit which will be determined by the year of study and by the marks obtained at the last University / promotion examination.
- e) In making the allotment the warden/hostel superintendent will also take into consideration student's conduct and character
- f) Students whose hostel dues are not paid will not be eligible for allotment
- g) If a student who is allotted hostel accommodation is not personally residing or found by the administration to be misusing the room i.e., keeping unlawful or illegal occupants, his/her allotment will be cancelled and the case will be referred to the Disciplinary Committee for further necessary action
- h) Option for AC hostel rooms be given at the time of admission and start of the session of respective year and allotment will be on first come first serve basis. Change from Non AC to AC may be permitted in mid-session after depositing full fee for the whole year and

subject to availability on written request by the student through hostel warden/hostel superintendent and Director Principal.

- l) In case of hostlers, parents need to provide in writing to Director Principal at the time of hostel admission, the names and addresses of the local guardians/relatives who can be contacted in case of emergency or with whom he or she can stay overnight with the permission of the warden.

### B. HOSTEL FEE

Hostel fee and security are payable by the students for the full year along with the college fee on or before 31th July, of every session. (security is payable if already not paid for hostel).

### C. DISCIPLINE

- a) Warden is authorized to punish students for any irregularities, neglect of duties or breach of discipline. The Hostel Superintendent, for any breach of discipline may punish the students by way of a fine. Complaints proved to be correct after inquiry by the Hostel Superintendent shall be brought to the notice of the Director Principal for information to the parents of the boarders. Appeals against the orders of the Hostel Superintendent if any, shall be made to the Director Principal/disciplinary committee
- b) The students will not shift rooms without prior permission of the warden, Hostel Superintendent, and the Director Principal
- c) Furniture must not be shifted from one room to another without prior permission of the warden
- d) All damages shall be repaired at the expense of the boarders as they are responsible for the same
- e) No religious ceremony likely to injure the feelings of the boarders shall be performed in the hostel

## DISCIPLINARY RULES AND REGULATIONS



f) No boarder shall indulge in any amusement which disturbs other boarders

The following information/report is to be submitted by the hostel warden through hostel superintendent to the finance department (through proper channel).

1) **Quarterly Report** : Quarterly list of hostel students is to be submitted to the finance department by the hostel warden through proper channel on or before 15th date after quarter ending along with the list of appliances being used by the students in their room i.e. fridge, cooler, induction etc. with the particulars of changes if any.

The performa for the quarterly report to be submitted by hostel warden is as under:-

Sr.No.	Name of Student	Batch	Class Roll No.	Room No AC – Non AC	Facility & appliances being used by the students	Special remarks if any
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2) Whether the extra charges for the appliances being used by the students for fridge, cooler, induction as per charges fixed by the finance department are paid or not must be cross check by hostel warden. Use of appliances is not allowed without payment. Room heater / Electrical rod is not allowed in the hostel room.

3) Hostel fee once paid is not refundable during the same academic year except shifting of student by the university to other Institution.

All the old students living in the hostel must inform the hostel warden their choice for A.C or Non A.C through the hostel warden/Dr.Incharge hostel.

Last date of submission of application for choice of A.C. or Non A.C. by the students.	On or before 31 <sup>st</sup> May
Last date for submission of application by hostel warden/hostel superintendent to the Director Principal Office.	Upto 10 <sup>th</sup> June
Completion of application by the Director Principal Office	Upto 15 <sup>th</sup> June
Information to finance department with final list of students by DP office	16 <sup>th</sup> June
Last date for fee to be deposited by the students with the finance department	Before 15 <sup>th</sup> July

## DISCIPLINARY RULES AND REGULATIONS



- g) Every boarder shall be in his/her room by 9:00 PM (except those who are in the library). Boarders are prohibited from leaving the hostel/institution after 9:30 PM. Any boarder, who wishes to stay out after this time, shall take prior permission from the warden. Late comers will first report to the warden of their hostel before going to their rooms. Infringement of this rule is a serious offence
- h) No boarder shall stay out for the night or spend the weekend without prior permission of the warden
- l) Defacing of walls, furniture and fixtures, interference with electrical fittings is strictly prohibited
- j) All cases of sickness must be reported to the warden for necessary action
- k) Smoking, use of liquor and narcotic drugs in the hostel premises is strictly prohibited (Institution area is totally non-smoking, non-drinking zone).
- l) If any student is found consuming liquor in the hostel, the student will be expelled from hostel along with the his/her roommates
- m) If any student is found consuming narcotic drugs, student will be expelled from the college
- n) Any kind of weapons/explosives etc are strictly prohibited. Defaulters shall face disciplinary action
- o) Any student who is absent from hostel without permission for a period of more than one week, will automatically forfeit his/her allotment in hostel. Warden will open his room and store the belongings in the store room after making an inventory. The student on return will seek re- allotment of accommodation in the usual way.
- p) Any student who is unable to occupy his allotted accommodation in the hostel by the notified date for reasons, other than certified illness, for which he will submit a certificate, before the due date will also forfeit his allotment
- q) The hostel authorities will not be responsible for safe custody of students belongings and for

loss of anything from the students' room. But loss if any, should be immediately reported to the warden. Students are advised not to keep a large sum of money or other valuables in the room.

- r) Students are not allowed to stay in the hostel during class hours except with permission from the warden
- s) The speed limit for driving inside the college campus is 20km/hr

### D. VISITORS

- a) Rights of admission to the hostel premises are reserved
- b) No guest shall be allowed to reside in the hostel. Violation of this rule will render the boarder liable for expulsion from the hostel in addition to any other penalty/fine which the Hostel Superintendent may deem appropriate
- c) Students may receive authorized visitors daily from 5 pm to 8 pm. At other times visitors may be received only with the written permission of the warden
- d) The visitors will be seated in the reception area and the student concerned will be informed after the entry has been made in the visitor's book
- e) No female visitors are allowed to enter the male hostel/and vice-versa under any circumstances.

Only those visitors will be allowed in the reception area whose names are given in the visitor's list which has been submitted in the hostel office duly signed by the parents or guardian of the boarder

### E. MESS

Mess rules will be observed. All students will dine in the mess. No student shall cook food in his/her room or bring mess food to his/her room. Rules including meal timing will be displayed on the notice board Note: The above rules are subjected to revision from time to time by college authorities.

Note: The above rules are subjected to revision from time to time by college authorities.



(Appendix I)

Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges/ Institutions) Regulations, 2009.

## NOTIFICATION

(New Delhi, the 3rd August, 2009)

No. MCI-34(1)/2009-Med./25453, In exercise of the powers conferred by Section 33 of the Indian Medical Council Act, 1956 (102 of 1956) the Medical Council of India with the previous sanction of the Central Government hereby makes the following Regulations, namely:-

### 1. Short title, commencement and applicability

- (i) These Regulations may be called the Medical Council of India (Prevention and Prohibition of Ragging in Medical Colleges / Institutions) Regulations, 2009.
- (ii) They shall come into force on the date of their publication in the Official Gazette.

### 2. Objective:-

To root out ragging in all its forms from medical colleges/institutions in the country by prohibiting it by law, preventing its occurrence by following the provisions of these Regulations and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

### 3. Definitions:- For the purposes of these Regulations:-

3.1 "Medical College" means an institution, whether known as such or by any other name, which provides for a programme, beyond 12 years of schooling, for obtaining recognized MBBS qualification from a university and which, in accordance with the rules and regulations of such university, is recognized as competent to provide for such programmes of study and present students undergoing such programmes of study for the examination for the award of recognized MBBS/PG Degree/Diploma qualifications.

3.2 "Head of the institution" means the Dean/Principal/Director of the concerned medical college/institution.

### 3.3 Ragging" includes the following:

Any conduct whether by words spoken or written or by an act which has the effect of harassing, teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.

3.4 MCI means MCI constituted in terms of Section 3 of Indian Medical Council Act, 1956.

3.5 "University" means a university established or incorporated by or under a Central Act, a Provincial Act or a State Act, an institution deemed to be university under Section 3 of the UGC Act, 1956, or an institution specially empowered by an Act of Parliament to confer or grant degrees.

#### 4. Punishable ingredients of Ragging:

- » Abetment to ragging;
- » Criminal conspiracy to rag;
- » Unlawful assembly and rioting while ragging;
- » Public nuisance created during ragging;
- » Violation of decency and morals through ragging;
- » Injury to body, causing hurt or grievous hurt;
- » Wrongful restraint;
- » Wrongful confinement;
- » Use of criminal force;
- » Assault as well as sexual offences or even unnatural offences;
- » Extortion;
- » Criminal trespass;
- » Offences against property;
- » Criminal intimidation;
- » Attempts to commit any or all of the above mentioned offences against the victim(s);
- » Physical or psychological humiliation.
- » All other offences following from the definition of "Ragging".

#### 5. Measures for prohibition of ragging:-

- 5.1 The Medical College/Institution / University shall strictly observe the provisions of the Act of the Central Government and the State Governments, if any, or if enacted and / or for the time being in force, considering ragging as a cognizable offence under the law at par with rape and other atrocities against women and ill-treatment of persons belonging to the SC/ST and prohibiting ragging in all its forms in all institutions.
- 5.2 Ragging in all its forms shall be totally banned in the entire Medical College/Institution / University including its departments, constituent units, all its premises (academic, residential, sports, canteen, etc) whether located within the campus or outside and in all means of transportation of students whether public or private.
- 5.3 The Medical College/Institution / University shall take strict action against those found guilty of ragging and/or of abetting ragging.

#### 6. Measures for prevention of ragging at the institution level:-

- 6.1 Before admissions:-
  - 6.1.1 The advertisement for admissions shall clearly mention that ragging is totally banned / prohibited in the Medical College/Institution and anyone found guilty of ragging and/or abetting ragging is liable to be punished appropriately.
  - 6.1.2 The brochure of admission/instruction booklet for candidates shall print in block letters these Regulations in full (including Annexures).
  - 6.1.3 The 'Prospectus' and other admission related documents shall incorporate all directions of the Hon'ble Supreme Court and /or the Central or State Governments as applicable, so that the candidates and their parents/ guardians are sensitized in respect of the prohibition and consequences of ragging

- 6.1.4 A Brochure or booklet/leaflet shall be distributed to each student at the beginning of each academic session for obtaining undertaking not to indulge or abet ragging and shall contain the blueprint of prevention and methods of redress.
- The application form for admission/ enrolment shall have a printed undertaking, preferably both in English/Hindi and in one of the regional languages known to the institution and the applicant (English version given in Annexure ), to be filled up and signed by the candidate to the effect that he/she is aware of the law regarding prohibition of ragging as well as the punishments, and to the effect that he/she has not been expelled and/or debarred from admission by any institution and that he/she, if found guilty of the offence of ragging and/or abetting ragging, is liable to be punished appropriately.
- 6.1.3 The application form shall also contain a printed undertaking, preferably both in English/Hindi and in one of the regional languages known to the institution and the parent/ guardian (English version given in Annexure ), to be signed by the parent/ guardian of the applicant to the effect that he/ she is also aware of the law in this regard and agrees to abide by the punishment meted out to his/ her ward in case the latter is found guilty of ragging and/or abetting ragging. A database shall be created out of affidavits affirmed by each student and his/her parents/guardians stored electronically, and shall contain the details of each student. The database shall also function as a record of ragging complaints received.
- 6.1.4 The application for admission shall be accompanied by a document in the form of the School Leaving Certificate/transfer certificate/migration certificate/ Character Certificate which shall include a report on the behavioral pattern of the applicant, so that the institution can thereafter keep intense watch upon a student who has a negative entry in this regard.
- 6.1.5 A student seeking admission to the hostel shall have to submit additional undertaking in the form of Annexure (both Parts) along with his/ her application for hostel accommodation.
- 6.1.6 At the commencement of the academic session the Head of the Institution shall convene and address a meeting of various functionaries/agencies, like Wardens, representatives of students, parents/ guardians, faculty, district administration including police, to discuss the measures to be taken to prevent ragging in the Institution and steps to be taken to identify the offenders and punish them suitably.
- 6.1.7 To make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, big posters (preferably multicolored with different colours for the provisions of law, punishments, etc.) shall be prominently displayed on all Notice Boards of all departments, hostels and other buildings as well as at vulnerable places. Some of such posters shall be of permanent nature in certain vulnerable places.
- 6.1.8 Apart from placing posters mentioned in sub-clause 6.1.9 above at strategic places, the Medical College/Institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, by holding counseling sessions, workshops, painting and design competitions among students and other methods as it deems fit.
- 6.1.11 The Medical College/Institution/University shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.
- 6.1.12 The Medical College /Institution/ University shall identify, properly illuminate and man all vulnerable locations.
- 6.1.13 The Medical College/Institution/University shall tighten security in its premises, especially at the vulnerable places. If necessary, intense policing shall be resorted to at such points at odd hours during the early months of the academic session.
- 6.1.14 The Medical College/Institution/University shall utilize the vacation period before the start of the new academic year to launch wide publicity campaign against ragging through posters, leaflets, seminars, street plays, etc.

6.1.15 The faculties/ departments/ units of the Medical College/Institution /University shall have induction arrangements (including those which anticipate, identify and plan to meet any special needs of any specific section of students) in place well in advance of the beginning of the academic year with a clear sense of the main aims and objectives of the induction process.

The Principal or Head of the Institution/Department shall obtain an undertaking from every employee of the institution including teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns etc. that he/she would report promptly any case of ragging which comes to his/her notice. A provision shall be made in the service rules for issuing certificates of appreciation to such members of the staff who report ragging which will form part of their service record.

## **6.2. On admission:-**

6.2.1 Every fresher admitted to the Medical College/Institution/University shall be given a printed leaflet detailing when and to whom he/she has to turn to for help and guidance for various purposes (including Wardens, Head of the institution, members of the anti-ragging committees, relevant district and police authorities), addresses and telephone numbers of such persons/authorities, etc., so that the fresher need not look up to the seniors for help in such matters and get indebted to them and start doing things, right or wrong, at their behest. Such a step will reduce the freshers' dependence on their seniors.

Every institution should engage or seek the assistance of professional counselors at the time of admissions to counsel 'freshers' in order to prepare them for the life ahead, particularly for adjusting to the life in hostels.

6.2.2 The Medical College/Institution/University through the leaflet mentioned above shall explain to the new entrants the arrangements for their induction and orientation which promote efficient and effective means of integrating them fully as students.

6.2.3 The leaflet mentioned above shall also inform the freshers about their rights as bonafide students of the institution and clearly instructing them that they should desist from doing anything against their will even if ordered by the seniors, and that they have nothing to fear as the institution cares for them and shall not tolerate any atrocities against them.

6.2.4 The leaflet mentioned above shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution.

Medical College/Institution/University shall also organize joint sensitization programmes of 'freshers' and seniors.

On the arrival of senior students after the first week or after the second week as the case may be, further orientation programmes must be scheduled as follows (i) joint sensitization programme and counseling of both 'freshers' and senior by a Professional counselor; (ii) joint orientation programme of 'freshers' and seniors to be addressed by the principal/Head of the institution, and the anti-ragging committee ; (iii) organization on a large scale of cultural, sports and other activities to provide a platform for the 'freshers' and seniors to interact in the presence of faculty members ; (iv) in the hostel, the warden should address all students; may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration.

6.2.6 Freshers shall be encouraged to report incidents of ragging, either as victims, or even as witnesses.

## **6.3. At the end of the academic year:-**

6.3.1 At the end of every academic year the Dean/Principal/Director shall send a letter to the parents/guardians of the students who are completing the first year informing them about the law regarding ragging and the punishments, and appealing to them to impress upon their wards to desist from indulging in ragging when they come back at the beginning of the next academic session.

6.3.2 At the end of every academic year the Medical College/Institution /University shall form a 'Mentoring Cell' consisting of Mentors for the succeeding academic year. There shall be as many levels or tiers of Mentors as the number of batches in the institution, at the rate of 1 Mentor for 6 freshers and 1 Mentor of a higher level for 6 Mentors of the lower level.

Each batch of freshers should be divided into small groups and each such group shall be assigned to a member of the staff. Such staff member should interact individually with, each member of the group on a daily basis for ascertaining the problems/difficulties if any faced by the fresher in the institution and extending necessary help.

In the case of freshers admitted to a hostel it shall be the responsibility of the teacher in charge of the group to coordinate with the warden of the hostel and to make surprise visits to the rooms in the hostel where the members of the group are lodged.

#### 6.4. Setting up of Committees and their functions:-

**6.4.1 The Anti-Ragging Committee:-** Every institution shall have an Anti-Ragging Committee and an Anti-Ragging Squad. The Anti-Ragging Committee shall be headed by the Head of the institution and shall consist of representatives of civil and police administration, local media, Non Government Organizations involved in youth activities, faculty members, parents, students belonging to the freshers' category as well as seniors and non-teaching staff. It shall monitor the Anti Ragging activities in the institution, consider the recommendations of the Anti-Ragging Squad and take appropriate decisions, including spelling out suitable punishments to those found guilty.

**6.4.2 The Anti-Ragging Squad:-** The Anti-Ragging Squad shall be nominated by the Head of the institution with such representation as considered necessary and shall exclusively consist of members belonging to the various sections of the campus community. The Squad shall have vigil, oversight and patrolling functions. It shall be kept mobile, alert and active at all times and shall be empowered to inspect places of potential ragging and make surprise raids on hostels and other hot spots. The Squad shall investigate incidents of ragging and make recommendations to the Anti-Ragging Committee and shall work under the overall guidance of the Anti-Ragging Committee.

All matters of discipline within teaching institutions must be resolved within the campus except those impinging on law and order or breach of peace or public tranquility, all of which should be dealt with under the penal laws of the land

University Monitoring Cell At the level of the University, we recommend that there should be a Monitoring Cell on Ragging, which should coordinate with the affiliated colleges and institutions under its domain. The Cell should call for reports from the Heads of institutions in regard to the activities of the Anti-Ragging Committee, Anti - Ragging Squads, Monitoring Cells at the level of the institution, the compliance with instructions on conducting orientation programmes, counseling sessions, the incidents of ragging, the problems faced by wardens or other officials. It should also keep itself abreast of the decisions of the District level Anti - Ragging Committee. This Monitoring Cell should also review the efforts made by institutions to publicize anti - ragging measures, soliciting of undertaking from parents and students each year to abstain from ragging activities or willingness to be penalized for violations; and should function as the prime mover for initiating action on the part of the appropriate authorities of the university for amending the Statutes or Ordinances or Bye - laws to facilitate the implementation of anti-ragging measures at the level of the institution.

#### 6.5. Other measures:-

6.5.1 The Annexures mentioned in 6.1.4, 6.1.5 and 6.1.7 of these Regulations shall be furnished at the beginning of each academic year by every student, that is, by freshers as well as seniors.

6.5.2 The Medical College/Institution /University shall arrange for regular and periodic psychological counseling and orientation for students (for freshers separately, as well as jointly with seniors) by professional counselors during the first three months of the new academic year. This shall be done at the institution and department/ course levels. Parents and teachers shall also be involved in such sessions.

6.5.3 Full-time warden shall be appointed as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline, as well as the softer skills of counseling and communicating with the youth outside the class-room situations. Wardens shall be accessible at all hours and shall be provided with mobile phones and the details of their telephone number must be widely publicized. Similarly, the telephone numbers of the other important functionaries - Heads of institutions, faculty members, members of the anti-ragging committees, district and sub-divisional authorities and state authorities where relevant, should also be widely disseminated for the needy to get in touch or seek help in emergencies. The institution shall review and suitably enhance the powers and perquisites of Wardens and authorities involved in curbing the menace of ragging.

Further the institutions shall provide necessary incentives for the post of full-time warden, so as to attract suitable candidates.

6.5.4 Freshers shall be lodged in a separate hostel block, wherever possible, and where such facilities are not available, the college/institution shall ensure that seniors' access to freshers' accommodation is strictly monitored by wardens, security guards and college staff.

As ragging takes place mostly in the hostels after the classes are over in the college, a round the clock vigil against ragging in the hostel premises shall be provided. It is seen, that college canteens and hostel messes are also places where ragging often takes place. The employers/employees of the canteens/mess shall be given necessary instructions to keep strict vigil and to report the incidents of ragging to the college authorities if any.

The security personnel posted in hostels shall be under the direct control of the Wardens and assessed by them.

6.5.5 Private commercially managed lodges and hostels shall be registered with the local police authorities, and this shall be done necessarily on the recommendation of the Head of the institution. Local police, local administration and the institutional authorities shall ensure vigil on incidents that may come within the definition of ragging and shall be responsible for action in the event of ragging in such premises, just as they would be for incidents within the campus. Managements of such private hostels shall be responsible for action in the event of ragging in such premises, just as they would be for incidents within campuses.

6.5.6 Besides registering private hostels as stated above, the towns or cities where educational institutions are located should be apportioned as sectors among faculty members, as is being done by some institutions, so that they could maintain vigil and report any incidents of ragging outside campuses and en route while 'freshers' commute.

6.5.7 The Head of the institution shall take immediate action on receipt of the recommendations of the Ant-Ragging Squad. He/ She shall also take action *suomotu* if the circumstances so warrant.

6.5.8 Freshers who do not report the incidents of ragging either as victims or as witnesses shall also be punished suitably.

6.5.9 Anonymous random surveys shall be conducted across the 1st year batch of students (freshers) every fortnight during the first three months of the academic year to verify and cross-check whether the campus is indeed free of ragging or not. The institution may design its own methodology of conducting such surveys.

6.5.10 The burden of proof shall lie on the perpetrator of ragging and not on the victim.

6.5.11 The institution shall file an FIR with the police / local authorities whenever a case of ragging is reported, but continue with its own enquiry and other measures without waiting for action on the part of the police/ local authorities. Remedial action shall be initiated and completed within the one week of the incident itself.

6.5.12 The Migration/Transfer Certificate issued to the student by the Medical College/Institution /University shall have an entry, apart from those relating to general conduct and behaviour, whether the student has been punished for the offence of committing or abetting ragging, or not, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others.

Preventing or acting against ragging shall be the collective responsibility of all levels and sections of 6.5.13 authorities or functionaries in the Medical College/Institution /University, including faculty, and not merely that of the specific body/ committee constituted for prevention of ragging.

6.5.14 As such the college canteens and hostel messes are also places where ragging often takes place, hence the employers/employees of the canteens/mess shall be given necessary instructions to keep strict vigil and to report the incidents of ragging to the college authorities, if any.

Further access to mobile phones and public phones shall be unrestricted in hostels and campuses, except in class-rooms, seminar halls, library etc. where jammers shall be installed to restrict the use of mobile phones.

6.6 Measures for encouraging healthy interaction between freshers and seniors:-

6.6.1 The Medical College/Institution /University shall set up appropriate committees including the course-in-charge, student advisor, Warden and some senior students to actively monitor, promote and regulate healthy interaction between the freshers and senior students.

6.6.2 Freshers' welcome parties shall be organized in each department by the senior students and the faculty together soon after admissions, preferably within the first two weeks of the beginning of the academic session, for proper introduction to one another and where the talents of the freshers are brought out properly in the presence of the faculty, thus helping them to shed their inferiority complex, if any, and remove their inhibitions.

6.6.3 The Medical College/Institution /University shall enhance the student-faculty interaction by involving the students in all matters of the institution, except those relating to the actual processes of evaluation and of faculty appointments, so that the students shall feel that they are responsible partners in managing the affairs of the institution and consequently the credit due to the institution for good work/ performance is due to them as well.

7. Regulatory Measures

The inspecting/visiting committees of MCI shall cross verify that the medical college/institution has strictly complied with the anti ragging measures and has a blemishless record in terms of there being no incident of ragging during the impending period (i.e. from earlier inspection) or otherwise.

8. Awardable Punishments.

8.1 At the Medical College/Institution level:

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:

8.1.1 Suspension from attending classes and academic privileges.

8.1.2 Withholding/withdrawing scholarship/ fellowship and other benefits

8.1.3 Debarring from appearing in any test/ examination or other evaluation process.

8.1.4. Withholding results

8.1.5 Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.

8.1.6 Suspension/ expulsion from the hostel

8.1.7 Cancellation of admission.

8.1.8 Rustication from the institution for period ranging from 1 to 4 semesters

8.1.5 Expulsion from the institution and consequent debarring from admission to any other institution for a specific period.

8.1.6 Fine of Rs. 25,000/- and Rs. 1 lakh.

8.1.5 Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

8.2 Penal consequences for the heads of the institutions/administration of the institution who do not take timely steps in the prevention of ragging and punishing those who rag.

The authorities of the institution particularly the Head of the institution, shall be responsible to ensure that no incident of ragging takes place in the institution. In case any incident of ragging takes place, the Head shall take prompt and appropriate action against the person (s) whose dereliction of duty lead to the incident. The authority designated to appoint the Head shall, in its turn, take prompt and appropriate action against the Head.

In addition to penal consequences, departmental enquiries be initiated against such heads institutions / members of the administration / faculty members / non-teaching staff, who display an apathetic or insensitive attitude towards complaints of ragging.

8.3 At the MCI level

8.3.1 Impose an exemplary fine of Rs. 1 lakh for each incident of ragging payable by erring medical college/institution to such authority as may be designated by the appropriate Govt., as the case may be.

8.3.2 Declare the erring Medical College /Institution/ University as not having the minimum academic standards and warning the potential candidates for admission at such institution through public notice and posing on the MCI website.

8.3.3 Declare the erring Medical College /Institution/ University to be ineligible for preferring any application u/s 10A of the Indian Medical Council Act, 1956 for a minimum period of one year, extendable by such quantum by the Council as would be commensurate with the wrong.

(Lt. Col. (Retd.) Dr. A.R.N. Setalvad)

SECRETARY

## The Anti ragging Committee



S.no	Name of Member	Designation & Department		Mobile No.	Email Address
1	Dr. Kulbir Kaur	Director Principal	Chairman	8054603003	drkulbirkaur@yahoo.co.in
2	Dr. Rajiv Arora	Prof. & Head Dep. of Physiology	Member	8054603009	drrajivarora@yahoo.com
3	Dr. Gurdarshan Singh Joneja	Prof. Dep. of Obst & Gynae	Member	9382124473	gsjoneja@yahoo.com
4	Dr. Jagminder Kaur Bajaj	Prof. & Head Dep. of Pharmacology	Member	9417876566	jagminder1@rediffmail.com
5		DSP (Dis no.7)	Member	9592918123	jcmodeltown@jalandharpolice.com
6	S. Ravinder Pal Singh	Hostel warden	Member	9855055507	Ravinderpalsingh13@gmail.com
7	Mrs. Inderjeet Kaur	Hostel warden	Member	9463136477	drindrani@gmail.com
8	Ms. Daman (Batch 2016)	Class Representative	Member	8360943292	damandp98@gmail.com
9	Mr. Mayank (Batch 2016)	Class Representative	Member	9814250462	mayank.dr2017@gmail.com
10	Mr. Viraat Swaroop Madahar (Batch 2017)	Class Representative	Member	9417108866	viraatmadahar333@gmail.com
11	Mr. Savi Taak (Batch 2019)	Class Representative	Member	9814761004	savitaak20@gmail.com
12	S. Manjit Singh	Parent of student	Member	9855033989	manjitsingh.pm@gmail.com
13	Sh. Surinder Taak	Parent of student	Member	9814761004	surinder_taak@gmail.com
14	Mrs. Parminder Beri	NGO	Member	9814061431	drgauravs@yahoo.co.in



## The Anti Ragging Flying Squad

S.no	Name of Member	Designation & Department	Mobile No.
1	Dr. Rajiv Arora	Professor & Head	9815405500
2	Dr. Ambica Wadhwa	Professor & Head	9876005162
3	Mr. Sunil Sharma	Head Administration	9988779549

## The Anti Ragging Flying Squad

DAY PATROLLING

S.no	Name of Member	Designation & Department	Mobile No.
1	S. Ravinder Singh	Hostel Warden	9855055507
2	Mrs. Monika	Assistant Warden	8427983755
3	M.S Chandel	Security Officer	7696240096

## The Anti Ragging Flying Squad

NIGHT PATROLLING

S.no	Designation & Department	Mobile No.
1	Night Supervisor Security	9876331159
2	Supervisor Security	9876331159
3	Head Guard Security	9876331159

They will be operational /available 24x7 for any exigency.

Anti Ragging Help Line Numbers

**18001805522, 9569629608, 9988779549, 9815405500**

# Office of The Director Principal, PIMS, Jalandhar



Check List of Documents to be submitted by candidates selected by Baba Farid University of Health Sciences at the time of joining MBBS course at PIMS Jalandhar for the session 2020.

1. Name : \_\_\_\_\_
2. Father's Name : \_\_\_\_\_
3. Mother's Name : \_\_\_\_\_
4. Category/Quota (in which selected) : \_\_\_\_\_
5. NEET 2020 Roll No : \_\_\_\_\_ NEET 2020 Marks: \_\_\_\_\_

Sr.No.	PIMS	Submitted by student	Received by PIMS, Jalandhar
1.	NEET-2020 Admit Card, Result Card and Provisional Allotment letter		
2.	Matriculation certificate showing date of birth		
3.	Detailed Marks Card of 10+1		
4.	Qualifying Examination detailed Marks Card (10+2)		
5.	Bonafied Residence of Punjab Guidelines for grant of Residence certificate Notification ( <i>As per BFUHS Prospectus -2020- Annexure-V- (P.No.62-69)</i> )		
6.	Character Certificate from the institution last attended		
7.	Certificate in support of claim under reserved category ( <i>As per the specimen given in BFUHS Prospectus -2020 Annexure-III (P.No.50)</i> )		
8.	Certificate/Form regarding exemption in case studied out of Punjab, wherever applicable ( <i>BFUHS Prospectus -2020 Annexure -II (P.No.49)</i> )		
9.	Copy of Bank Challan after payment of <b>tuition fee</b>		
10.	Certificate from the Head of the Institute from where the candidate has passed 10+1 and 10+2 ( <i>As per BFUHS Prospectus -2020 Annexure - I</i> )		
11.	Compulsory Affidavit by parents/ Guardian to be attested by an executive Magistrate/Oath Commissioner / Notary Public ( <i>As per BFUHS Prospectus -2020 Annexure - VI</i> )		
12.	Specimen of Certificate from Principal/Head of the Institution last attended and certificate (Compulsory) and Sworn Declaration by the Parents/Guardians (Compulsory) ( <i>As per BFUHS Prospectus -2020 Annexure-I(PageNo.48)</i> )		
13.	Sworn Declaration by the Candidate -( <i>As per BFUHS Prospectus -2020 Annexure -VII (PageNo.70)</i> )		
14.	Migration Certificate if passed 10+2 or equivalent examination from Board/University other than PSEB		
15.	Admission Application Form (Available on <a href="http://www.pimsj.com">www.pimsj.com</a> )		
16.	Declaration by 1 <sup>st</sup> year MBBS student (Available on <a href="http://www.pimsj.com">www.pimsj.com</a> )		
17.	Bank draft of <b>other charges</b> in favor of PIMS Medical & Education Charitable Society payable at Jalandhar at the time of admission		
18.	Surety Bond/ Bank Guarantee of balance fee (to be submitted at the time of admission/selection) - ( <i>Available on <a href="http://www.pimsj.com">www.pimsj.com</a></i> )		
19.	Five unattested copies of the same passport size photographs		
20.	Undertaking regarding prevention of ragging by the Candidate (in English and Punjabi) (Available on <a href="http://www.pimsj.com">www.pimsj.com</a> )		
21.	Undertaking regarding prevention of ragging by the Parent (in English and Punjabi) ( <i>Available on <a href="http://www.pimsj.com">www.pimsj.com</a></i> )		
22.	Application for hostel accommodation, if applicable. ( <i>Available on <a href="http://www.pimsj.com">www.pimsj.com</a></i> )		
23.	Self Undertaking for Gap in Study (if applicable) ( <i>As per BFUHS Prospectus -2020 Annexure - IV(P.No. 61)</i> )		
24.	Proforma of information required for university registration return. ( To be filled by admitted candidate only)		
25.	Undertaking for COVID-19 as per guidelines issued by DRME vide letter no. 1ME3-Pun-2020/17402-13 dated 05-11-2020		

Chairman  
Document Verification Committee  
PIMS, Jalandhar.

Name of the Candidate \_\_\_\_\_  
Signature \_\_\_\_\_  
Date \_\_\_\_\_

## CORRIGENDUM



23	Candidate must be citizen of India	
24	Original Affidavit to the effect that they or their children/wards have not obtained the benefit of residence in any other state as per letter no. 1/3/95-3PP II/9619 dated 06-06-1996 referred at page No. 35 of the NEET -UG 2020 Notification must be obtained. This affidavit should be essentially attested by the Executive Magistrate/ Oath Commissioner or a Notary Public	
25	You shall verify that th candidate has claimed his seat in Punjab as per the categories enshrined in letter No. 1/3/95-3PP II/9619 dated 06-06-1996 which are depicted at pages No. 35 and 36 of the Prospectus.	
26	Any query at any juncture during the process of admission, kindly talk to the Registrar (Mob.No. 98728-49731) and Mr. Darpinder Singh, Supdt. Admission Branch (Mob- No. 9780008656) to have further clarification. In case, any candidate has been overlooked inadvertently, then it must be ensured that the candidate of wrongly admitted candidate must be conveyed as vacancy for the 2 <sup>nd</sup> round of counseling. We are enclosing the list of 144 candidate, who have claimed seats in more than one State	
27	Since by Now, the admission have already been made in rest of the country, so we expect that only eligible candidate as per Notification would be appearing in front of you, but it must be ensured comparing with their particulars with the list enclosed to clarify the candidature of candidate before giving admission slip to them.	
28	Terrorist affected category (code-18(1), 18(2),19)	
29	Sikh Riot affected category (code-20(1), 20(2),21)	
30	Wards of Punjab Police Personnel,, Punjab Armed Police, Punjab Home Guards, and Para- Military Forces (category Code 31-33)	
31	Children /grandchildren of freedom fighters category code-34	
32	Defence	
34	Sport Quota	
35	Backward Area	
36	Border Area	

Signature of Candidate  
With Date

Chairman  
Committee

## UNDERTAKING



The student will submit Covid-19 Report to the Hostel Warden on arrival and will sign the undertaking as below before occupying the hostel room:-

- a. I hereby submit my Covid-19 Test Report ( dated within 5 days before campus /hostel entry) before joining the hostel back from home.
- b. I will keep physical/Social distancing while in the campus and hostel premises.
- c. I will wear mask in the campus/hostel all the time except during my stay in the hostel room.
- d. I will immediately report to the college/hostel authorities on showing any Covid19 related symptoms like temperature, cough, breathless etc to me.
- e. I will abide by all other Covid- 19 related hostel and college rules & instructions issued by the college & hospital authorities time to time.
- f. During my stay in the campus/hostel, if I suffer from Covid-19 college authorities and administration will not be held responsible for it by me.
- g. I will maintain strict discipline in the college/ hostel premises.
- h. I will not allow any outsider/ guest to stay in my hostel room and will take permission from Hostel superintendent to meet any outsider/ guest/Parents in the Hostel waiting Room.
- i. I will not bring / use Four Wheeler Vehicle in the college campus and hostel premises.
- j. I will not use my Two – Wheller vehicle/ cycle for Pillion riding.
- k. I will keep my I- Card issued by College Authorities in my possession all the time and will show the same for entry in the college campus/hostel.
- l. I will keep my hostel room clean and will assist in keeping clean the hostel premises and washroom.
- m. I will preferably take meals in my hostel room only, brought by self/served by mess servant from the hostel mess/ canteen. I will hand over the tiffin on time for washing by the mess staff. My Tiffin will have name engraved on it. ( Students to bring own Tiffin box 2 sets each with preferably 4 parts/boxes and washing the utensils in hostel washrooms is strictly prohibited).
- n. I will keep personal bottles of drinking water in my hostel room.
- o. I will not use outside food inside the hostel/ campus premises.
- p. I agree that in case of any violation of this undertaking, I will be expelled from the hostel without any notice and can be awarded any punishment under rules.
- q. I will be staying in the hostel at my own risk.liability and consequences.

\_\_\_\_\_  
Student Signature

Student Name:-

Rollno:-

Batch: -

Phone no: -

\_\_\_\_\_  
Parents Signature

Parents Name:-

Address:-

Phone No. :-

## ਡਾਇਰੈਕਟੋਰੇਟ, ਮੈਡੀਕਲ ਸਿੱਖਿਆ ਅਤੇ ਖੋਜ, ਪੰਜਾਬ

(ਮੈਡੀਕਲ ਸਿੱਖਿਆ ਡਵਨ, ਸੈਕਟਰ-69, ਐਸ.ਏ.ਐਸ, ਮੁਹਾਲੀ-160069)

(ਫੋਨ ਨੰਬਰ : 0172-5287760, Email id: - [dir.mer@punjab.gov.in](mailto:dir.mer@punjab.gov.in))

ਵੱਲ

1. ਰਜਿਸਟਰਾਰ, ਬਾਬਾ ਫਰੀਦ ਯੂਨੀਵਰਸਟੀ ਆਫ਼ ਹੈਲਥ ਸਾਇੰਸਜ਼, ਫਰੀਦਕੋਟ।
2. ਰਜਿਸਟਰਾਰ, ਗੁਰੂ ਰਵੀਦਾਸ ਆਯੁਰਵੈਦ ਯੂਨੀਵਰਸਟੀ, ਹੁਸ਼ਿਆਰਪੁਰ।
3. ਪ੍ਰਿੰਸੀਪਲ, ਸਰਕਾਰੀ ਮੈਡੀਕਲ ਕਾਲਜ, ਪਟਿਆਲਾ।
4. ਪ੍ਰਿੰਸੀਪਲ, ਸਰਕਾਰੀ ਮੈਡੀਕਲ ਕਾਲਜ, ਅੰਮ੍ਰਿਤਸਰ।
5. ਪ੍ਰਿੰਸੀਪਲ, ਸਰਕਾਰੀ ਡੈਂਟਲ ਕਾਲਜ, ਪਟਿਆਲਾ।
6. ਪ੍ਰਿੰਸੀਪਲ, ਸਰਕਾਰੀ ਡੈਂਟਲ ਕਾਲਜ, ਅੰਮ੍ਰਿਤਸਰ।
7. ਪ੍ਰਿੰਸੀਪਲ, ਗੁਰੂ ਗੋਬਿੰਦ ਸਿੰਘ ਮੈਡੀਕਲ ਕਾਲਜ, ਫਰੀਦਕੋਟ।
8. ਪ੍ਰਿੰਸੀਪਲ, ਸਰਕਾਰੀ ਆਯੁਰਵੈਦਿਕ ਕਾਲਜ, ਪਟਿਆਲਾ।
9. ਪ੍ਰਿੰਸੀਪਲ, ਸਰਕਾਰੀ ਕਾਲਜ ਆਫ ਨਰਸਿੰਗ, ਅੰਮ੍ਰਿਤਸਰ।
10. ਪ੍ਰਿੰਸੀਪਲ, ਸਰਕਾਰੀ ਕਾਲਜ ਆਫ ਨਰਸਿੰਗ, ਪਟਿਆਲਾ।
11. ਰਜਿਸਟਰਾਰ, ਪੰਜਾਬ ਨਰਸਿੰਗ ਕੌਂਸਲ, ਪੰਜਾਬ, ਮੋਹਾਲੀ।
12. ਰਜਿਸਟਰਾਰ, ਫਕੈਲਟੀ ਆਫ ਆਯੁਰਵੈਦ, ਪੰਜਾਬ, ਮੋਹਾਲੀ।

ਨੰਬਰ : 1ਐਮ.ਈ.3-ਪੰ-2020/17402-13

ਮਿਤੀ: 05-11-2020

ਵਿਸ਼ਾ: - **Guidelines for re-opening the Universities and colleges post lockdown due to COVID-19 pandemic - regarding.**

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ਪੰਜਾਬ ਸਰਕਾਰ, ਗ੍ਰਹਿ ਵਿਭਾਗ, ਦੇ ਪੱਤਰ ਨੰਬਰ: PA/ACSH/2020/38 dated 04-11-2020 (ਕਾਪੀ ਨੰਬਰ), ਰਾਹੀਂ ਲਏ ਵੇਸਲੇ ਅਨੁਸਾਰ ਇਸ ਵਿਭਾਗ ਅਧੀਨ ਆਉਂਦੇ ਕਾਲਜਾਂ ਵਿੱਚ ਫਾਇਨਲ ਇਅਰ ਦੀਆਂ ਕਲਾਸਾਂ ਮਿਤੀ 09-11-2020 ਅਤੇ ਬਾਕੀ ਰਹਿੰਦੇ ਸਾਲਾਂ ਦੀਆਂ ਕਲਾਸਾਂ ਮਿਤੀ 16-11-2020 ਸ਼ੁਰੂ ਕਰਨ ਦੀ ਪ੍ਰਵਾਨਗੀ ਦਿੱਤੀ ਗਈ ਹੈ।

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਦੇ ਸਬੰਧ ਵਿੱਚ ਭਾਰਤ ਸਰਕਾਰ, ਸਿੱਖਿਆ ਮੰਤਰਾਲਿਆ, ਨਵੀਂ ਦਿੱਲੀ ਵੱਲੋਂ ਪੱਤਰ ਮਿਤੀ 02-11-2020 (ਕਾਪੀ ਨੰਬਰ) ਰਾਹੀਂ ਕਾਲਜਾਂ ਨੂੰ ਮੁੜ ਖੋਲਣ ਸਬੰਧੀ ਗਾਈਡਲਾਈਨਾਂ ਜਾਰੀ ਕੀਤੀਆਂ ਹਨ। ਗਾਈਡਲਾਈਨਾਂ ਦੇ ਲੜੀ ਨੰਬਰ: 5 ਦੀ ਸਬ ਕਲਾਸ ii ਵਿੱਚ ਹੇਠ ਦਰਸਾਏ ਅਨੁਸਾਰ ਸੁਝਾਅ ਦਿੱਤਾ ਹੈ: -

5. Based upon the above, the following modalities regarding physical opening of colleges / higher education institutions, in a graded manner be adopted:  
The colleges / higher education institutions outside the containment zones may be opened in a graded manner after consultations with concerned state/ UT governments and subject to adherence to the guidelines / SOP for safety and health protocol prepared by UGC, duly incorporating the views / comments of the MoHFW as under:  
(ii) For all other Higher Educational Institutions e.g. State Universities, Private Universities, etc opening of physical classes to be done as per the decision of the respective state / UT governments.

## Guidelines by DRME regarding reopening of colleges



ਇਸ ਵਿਭਾਗ ਅਧੀਨ ਆਉਂਦੇ ਕਾਲਜਾਂ ਵਿੱਚ ਫਾਇਨਲ ਇਅਰ ਦੀਆਂ ਕਲਾਸਾਂ ਮਿਤੀ 09-11-2020 ਤੋਂ ਅਤੇ ਬਾਕੀ ਰਹਿੰਦੇ ਸਾਲਾਂ ਦੀਆਂ ਕਲਾਸਾਂ ਮਿਤੀ 16-11-2020 ਤੋਂ ਸ਼ੁਰੂ ਕਰਨ ਸਬੰਧੀ ਅਤੇ ਹੋਸਟਲ ਖੋਲਣ ਸਬੰਧੀ ਐਸ.ਓ.ਪੀ. ਹੇਠ ਲਿਖੇ ਅਨੁਸਾਰ ਤਿਆਰ ਕੀਤੇ ਗਏ ਹਨ:-

1. ਫਾਇਨਲ ਇਅਰ ਦੇ ਵਿਦਿਆਰਥੀ ਕਾਲਜ ਪਹੁੰਚਣ ਤੋਂ ਪਹਿਲਾਂ ਕੋਵਿਡ ਟੈਸਟ ਮਿਤੀ 06.11.2020 ਜਾਂ ਉਸ ਤੋਂ ਬਾਅਦ ਅਤੇ ਬਾਕੀ ਰਹਿੰਦੇ ਸਾਲਾਂ ਦੇ ਵਿਦਿਆਰਥੀ ਕੋਵਿਡ ਟੈਸਟ ਮਿਤੀ 12-11-2020 ਜਾਂ ਉਸ ਤੋਂ ਬਾਅਦ ਕਰਵਾ ਕੇ ਉਸ ਦੀ ਰਿਪੋਰਟ ਨੈਗੇਟਿਵ ਹੋਣ ਦੀ ਸੂਰਤ ਵਿੱਚ ਕਾਲਜ ਜੁਆਇਨ ਕਰਨਗੇ। ਜੇਕਰ ਕਿਸੇ ਵਿਦਿਆਰਥੀ ਦੀ ਰਿਪੋਰਟ ਪੋਜ਼ੀਟਿਵ ਆਉਂਦੀ ਹੈ ਤਾਂ ਉਹ ਵਿਦਿਆਰਥੀ ਰਿਪੋਰਟ ਨੈਗੇਟਿਵ ਆਉਣ ਦੀ ਸੂਰਤ ਵਿੱਚ ਹੀ ਕਾਲਜ ਜੁਆਇਨ ਕਰਨਗੇ।
3. ਸਬੰਧਤ ਕਾਲਜ ਇਹ ਯਕੀਨੀ ਬਣਾਏਗਾ ਕਿ ਜਿੱਥੋਂ ਤੱਕ ਹੋ ਸਕੇ ਵਿਦਿਆਰਥੀਆਂ ਨੂੰ ਸਿੰਗਲ accommodation ਮੁਹੱਈਆ ਕਰਵਾਏਗਾ।
4. ਹਰੇਕ ਕਾਲਜ ਮੈਂਸ ਟਾਈਮਿੰਗ ਦੌਰਾਨ ਵਿਦਿਆਰਥੀਆਂ ਨੂੰ ਇਸ ਤਰ੍ਹਾਂ ਦੀਆਂ ਸਹੂਲਤਾਂ ਮੁਹੱਈਆ ਕਰਵਾਏਗਾ ਕਿ ਕੋਵਿਡ ਮਹਾਮਾਰੀ ਦੇ ਮੱਦੇ-ਨਜ਼ਰ Social distance ਅਤੇ ਹਵਾ ਦੇ ventilation ਦਾ ਪੂਰਾ ਖਿਆਲ ਰੱਖੇਗਾ। ਇਸ ਤੋਂ ਇਲਾਵਾ utensils etc. ਦੀ proper sanitization ਦਾ ਪੂਰਾ ਖਿਆਲ ਰੱਖਿਆ ਜਾਵੇਗਾ। ਵਿਦਿਆਰਥੀਆਂ ਨੂੰ ਆਪਣਾ ਖਾਣਾ ਆਪਣੇ ਕਮਰੇ ਵਿੱਚ ਲੈ ਕੇ ਜਾਣ ਦੀ ਸਹੂਲਤ ਵੀ ਮੁਹੱਈਆ ਕਰਵਾਈ ਜਾਵੇਗੀ।
5. ਕਾਲਜ ਵੱਲੋਂ ਆਪਣੇ ਹੋਸਟਲ/ਮੈਂਸ ਵਿੱਚ ਕੰਮ ਕਰ ਰਹੇ ਮੁਲਾਜ਼ਮਾਂ ਦਾ ਕੋਵਿਡ-19 ਟੈਸਟ ਕਰਵਾਉਣਾ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇਗਾ।
6. ਕਾਲਜਾਂ ਵੱਲੋਂ ਵਿਦਿਆਰਥੀਆਂ ਦੀ ਕਲਾਸਾਂ ਦੌਰਾਨ ਇੱਕ ਸੀਟ ਛੱਡ ਕੇ ਬੈਠਾਉਣ ਦੀ ਵਿਵਸਥਾ ਨੂੰ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇਗਾ।
7. Outsider ਨੂੰ ਹੋਸਟਲ/ਮੈਂਸ ਵਿੱਚ ਆਉਣ ਦੀ ਆਗਿਆ ਨਹੀਂ ਹੋਵੇਗੀ। ਕੇਵਲ Emergency ਹਾਲਾਤਾਂ ਦੌਰਾਨ Outsider ਨੂੰ ਕਾਲਜ ਦੇ ਸਮਰੱਥ ਅਧਿਕਾਰੀ ਦੀ ਆਗਿਆ ਨਾਲ ਹੀ ਹੋਸਟਲ/ਮੈਂਸ ਵਿੱਚ ਆਉਣ ਦੀ ਆਗਿਆ ਹੋਵੇਗੀ।
8. ਹਰ ਵਿਦਿਆਰਥੀ ਵੱਲੋਂ ਇਹ ਹਲਫ਼ੀਆ ਬਿਆਨ/ਸਵੈ-ਘੋਸ਼ਣਾ ਦਿੱਤਾ ਜਾਵੇਗਾ ਕਿ ਉਸ ਵੱਲੋਂ ਕੋਵਿਡ-19 ਦੀ ਮਹਾਮਾਰੀ ਦੇ ਮੱਦੇ-ਨਜ਼ਰ ਸਰਕਾਰ ਵੱਲੋਂ ਜਾਰੀ ਹਦਾਇਤਾਂ ਦੀ ਇਨ-ਬਿਨ ਪਾਲਣਾ ਕਰਨ ਨੂੰ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇਗਾ, ਜਿਵੇਂ ਮਾਸਕ ਲਗਾਉਣ

*Handwritten signatures and initials.*

## Guidelines by DRME regarding reopening of colleges



proper sanitization ਰੱਖਣੀ ਉਚਿਤ ਦੂਰੀ ਬਣਾਉਣਾ ਅਤੇ ਕਾਲਜ ਕੈਂਪਸ ਵਿੱਚ ਹੀ ਰਹਿੰਦੇ ਹੋਏ ਬਿਨਾਂ ਵਜ੍ਹਾ ਘੁੰਮਣ ਤੋਂ ਗੁਰੇਜ ਕੀਤਾ ਜਾਵੇਗਾ।

9. ਕਾਲਜ ਵੱਲੋਂ ਪ੍ਰੋਕਟੀਕਲ ਕਲਾਸਾਂ ਛੋਟੇ ਗਰੁੱਪਸ ਵਿੱਚ ਲਗਾਈਆਂ ਜਾਣਗੀਆਂ।

*The student will submit Covid-19 Test Report to the Hostel Warden on arrival and will sign the undertaking as below before occupying the hostel room: -*

- a. I hereby submit my Covid-19 Test Report (*dated within 5 days before campus / hostel entry*) before joining the hostel back from home.
- b. I will keep physical / social distancing while in the campus and hostel premises.
- c. I will wear mask in the campus / hostel all the time except during my stay in the hostel room.
- d. I will immediately report to the college / hostel authorities on showing any Covid-19 related symptoms like temperature, cough, breathless etc to me.
- e. I will abide by all other Covid-19 related hostel and college rules & instructions issued by college & hospital authorities time to time.
- f. During my stay in the campus / hostel, if I suffer from Covid-19, college authorities and administration will not be held responsible for it by me.
- g. I will maintain strict discipline in the college / hostel premises.
- h. I will not allow any outsider / guest to stay in my hostel room and will take permission from Hostel Superintendent to meet any outsider guest / parents in the Hostel Waiting Room.
- i. I will not bring / use Four Wheeler vehicle in the college campus and hostel premises.
- j. I will not use my Two-Wheeler vehicle/ cycle for pillion riding.
- k. I will keep my I-Card issued by college authorities in my possession all the time and will show the same for entry in the college campus / hostel.
- l. I will keep my hostel room clean and will assist in keeping clean the hostel premises and washrooms.
- m. I will preferably take meals in my hostel room only, brought by self / served by mess servant from the hostel mess / canteen. I will hand over the tiffin on time for washing by the mess staff. My Tiffin will have name engraved on it. (*Students to bring own Tiffin box 2 sets each with preferably 4 parts / boxes, and washing the utensils in hostel washrooms is strictly prohibited*).
- n. I will keep personal bottles of drinking water in my hostel room.
- o. I will not use outside food inside the hostel / campus premises.
- p. I agree that in case of any violation of this undertaking, I will be expelled from the hostel without any notice and can be awarded any punishment under rules.
- q. I will be staying in the hostel at my own risk, liability and consequences.

## Guidelines by DRME regarding reopening of colleges



ਇਸ ਸਬੰਧੀ ਭਾਰਤ ਸਰਕਾਰ ਅਤੇ ਪੰਜਾਬ ਸਰਕਾਰ ਵੱਲੋਂ ਸਮੇਂ ਸਮੇਂ ਸਿਰ ਜਾਰੀ ਹਦਾਇਤਾਂ/ਗਾਈਡਲਾਈਨਾਂ ਅਨੁਸਾਰ ਹੋਸਟਲ ਅਤੇ ਮੈਸਾਂ ਵਿੱਚ ਕੰਮ ਕਰਦੇ ਕਰਮਚਾਰੀਆਂ ਲਈ ਹੇਠ ਦਰਸਾਏ ਅਨੁਸਾਰ ਗਾਈਡਲਾਈਨਾਂ ਤਜਵੀਜਤ ਹਨ:-

1. ਹੋਸਟਲ ਵਾਰਡਨ ਇਹ ਯਕੀਨੀ ਬਣਾਏਗਾ ਕਿ ਮੈਸ ਵਿੱਚ ਕੰਮ ਕਰਨ ਵਾਲਾ ਕੋਈ ਵੀ ਮੈਂਬਰ ਕੋਵਿਡ ਪਾਜ਼ਿਟਿਵ ਨਹੀਂ ਹੈ।
2. ਮੈਸ ਵਿੱਚ ਕੰਮ ਕਰਨ ਵਾਲੇ ਸਾਰੇ ਕਰਮਚਾਰੀ ਅੰਡਰ ਟੈਂਕਿੰਗ ਦੇ ਕੇ ਯਕੀਨੀ ਬਣਾਉਣਗੇ ਕਿ ਉਹ ਆਪ ਅਤੇ ਆਪਣੇ ਪਰਿਵਾਰ ਦੀ ਸਿਹਤ ਸੰਭਾਲ ਪੱਖੋਂ ਸੁਚੇਤ ਰਹਿਣਗੇ।
3. ਮੈਸ ਵਿੱਚ ਕੰਮ ਕਰਨ ਵਾਲੇ ਕਰਮਚਾਰੀਆਂ ਦੀ ਰੋਜ਼ਾਨਾ ਥਰਮਲ ਸਕਰੀਨਿੰਗ ਅਤੇ ਟੈਂਪਰੇਚਰ ਚੈਕ ਕਰਨਾ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇਗਾ।
4. ਮੈਸ ਵਿੱਚ ਕੰਮ ਕਰਨ ਵਾਲੇ ਕਰਮਚਾਰੀ ਮੈਸ ਵਿੱਚ ਦਾਖਲ ਹੋਣ ਸਮੇਂ, ਫੋਨ ਦੀ ਵਰਤੋਂ ਉਪਰੰਤ ਅਤੇ, ਟੋਆਇਲਟ ਉਪਰੰਤ ਘੱਟੋ-ਘੱਟ 40 ਸੈਕਿੰਡ ਤੱਕ ਆਪਣੇ ਹੱਥਾਂ ਨੂੰ ਸਾਫ਼ ਅਤੇ ਸੈਨੇਟਾਈਜ਼ ਕਰਨਗੇ।
5. ਕਰਮਚਾਰੀ ਖਾਨਾ ਬਣਾਉਣ ਅਤੇ ਵਰਤਾਉਣ ਸਮੇਂ ਮਾਸਕ, ਸਾਫ਼ ਹੋਭ ਕਵਰ, ਹੱਥਾਂ ਤੇ ਯੋਗ ਦਸਤਾਨੇ ਪਾਉਣਾ ਅਤੇ ਸਾਫ਼ ਸਫਾਈ, ਦਾ ਪੂਰਾ ਧਿਆਨ ਰੱਖਣਗੇ।
6. ਕਰਮਚਾਰੀ ਮੈਸ ਵਿੱਚ ਖਾਣਾ ਬਣਾਉਣ ਸਮੇਂ ਘੜੀ, ਰਿਗਜ, ਜਿਊਲਰੀ, ਚੂੜੀਆਂ ਦੀ ਵਰਤੋਂ ਨਹੀਂ ਕਰਨਗੇ।
7. ਕਿਚਨ /ਸਟੋਰ ਵਾਲੀ ਜਗ੍ਹਾ ਨੂੰ ਹਰ ਰੋਜ਼ ਵਰਤੋਂ ਉਪਰੰਤ ਪੂਰੀ ਤਰ੍ਹਾਂ ਸਾਫ਼ ਕਰਨਾ ਅਤੇ ਸੈਨੇਟਾਈਜ਼ ਕਰਨਾ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇਗਾ।
8. ਕਿਚਨ ਵਿੱਚ ਰੋਸ਼ਨੀ ਅਤੇ ਤਾਜ਼ਾ ਹਵਾ ਲਈ ਖਿੜਕੀਆਂ ਖੁੱਲੀਆਂ ਰੱਖਣ ਦਾ ਇਤਜਾਮ ਕੀਤਾ ਜਾਵੇਗਾ।
9. ਹੋਸਟਲਰਾਂ ਦੇ ਟਿਫਨ ਧੋਣ ਅਤੇ ਸਹੀ ਰਿਕਾਰਡ ਦੇ ਪ੍ਰਬੰਧ ਕੀਤੇ ਜਾਣਗੇ ਤਾਂ ਜੋ ਟਿਫਨ ਸਹੀ ਵਿਦਿਆਰਥੀਆਂ ਤੱਕ ਪਹੁੰਚੇ ਇਸ ਲਈ ਇੱਕ ਸਮਰਪਿਤ ਨੈੱਡਲ ਅਧਿਕਾਰੀ ਹੋਣਾ ਚਾਹੀਦਾ ਹੈ।
10. ਹਰੇਕ ਹੋਸਟਲ ਨੂੰ ਸਹੀ ਤਰੀਕੇ ਨਾਲ ਸਵੱਛ ਬਣਾਉਣ ਅਤੇ ਸੈਨੇਟਾਈਜ਼ ਕਰਨ ਨੂੰ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇ।
11. ਹੋਸਟਲ ਵਾਰਡਨ ਸੁਨਿਸਚਿਤ ਕਰਨਗੇ ਕਿ ਹੋਸਟਲਾਂ ਵਿੱਚ ਵਿਦਿਆਰਥੀਆਂ ਨੂੰ ਨਿਯਮਤ ਤੌਰ ਤੇ ਕੋਵਿਡ ਅਤੇ ਇਸਦੇ ਲੱਛਣਾਂ ਬਾਰੇ ਜਾਗਰੂਕ ਕੀਤਾ ਜਾਵੇਗਾ।
12. ਕਲਾਸ ਰੂਮ ਲਈ ਸਮੇਂ-ਸਮੇਂ ਸਿਰ ਜਾਰੀ ਨਿਯਮ ਲਾਗੂ ਹੋਣਗੇ।

ਉਪਰੋਕਤ ਦਰਸਾਏ ਨਿਯਮਾਂ ਅਨੁਸਾਰ ਇਸ ਵਿਭਾਗ ਅਧੀਨ ਆਉਂਦੇ ਕਾਲਜ/ਯੂਨੀਵਰਸਿਟੀ ਵਿੱਚ ਫਾਇਨਲ ਇਅਰ ਦੀਆਂ ਕਲਾਸਾਂ ਮਿਤੀ 09-11-2020 ਅਤੇ ਬਾਕੀ ਰਹਿੰਦੇ ਸਾਲਾਂ ਦੀਆਂ ਕਲਾਸਾਂ ਮਿਤੀ 16-11-2020 ਤੋਂ ਮੁੜ ਖੋਲਣ ਦੀ ਪ੍ਰਵਾਨਗੀ ਦਿੱਤੀ ਜਾਂਦੀ ਹੈ। ਕਾਲਜਾਂ ਵਿੱਚ ਕਲਾਸਾਂ ਸ਼ੁਰੂ ਹੋਣ ਸਬੰਧੀ ਪ੍ਰਿੰਸੀਪਲ ਵੱਲੋਂ ਸਬੰਧਤ ਜਿਲ੍ਹੇ ਦੇ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰ ਅਤੇ ਸਿਵਲ ਸਰਜਨ ਨੂੰ ਜਾਣੂ ਕਰਵਾਉਣਾ ਯਕੀਨੀ ਬਣਾਇਆ ਜਾਵੇ।

ਡਾਇਰੈਕਟਰ, ਮੈਡੀਕਲ ਸਿੱਖਿਆ ਅਤੇ ਖੋਜ ਵਿਭਾਗ

ਪਿੱਠ ਅੰਕਣ ਨੰਬਰ : 1ਐਮ.ਈ.3-ਪੇ-2020/17414

ਮਿਤੀ: 05-11-2020

ਉਪਰੋਕਤ ਦਾ ਇੱਕ ਉਤਾਰਾ ਪ੍ਰਮੁੱਖ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ, ਮੈਡੀਕਲ ਸਿੱਖਿਆ ਅਤੇ ਖੋਜ ਵਿਭਾਗ, ਚੰਡੀਗੜ੍ਹ ਨੂੰ ਸੂਚਨਾ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ ਜੀ।

ਡਾਇਰੈਕਟਰ, ਮੈਡੀਕਲ ਸਿੱਖਿਆ ਅਤੇ ਖੋਜ ਵਿਭਾਗ

-3-

ਪਿੱਠ ਅੰਕਣ ਨੰਬਰ : 1ਐਮ.ਈ.3-ਪੇ-2020/17415-17

ਮਿਤੀ: 05-11-2020

ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਯੋਗ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ :-

1. ਰਜਿਸਟਰਾਰ, ਸ੍ਰੀ ਗੁਰੂ ਰਾਮ ਦਾਸ ਯੂਨੀਵਰਸਿਟੀ ਆਫ਼ ਹੈਲਥ ਸਾਇੰਸਜ, ਅੰਮ੍ਰਿਤਸਰ।
2. ਰਜਿਸਟਰਾਰ, ਦੇਸ ਭਗਤ ਯੂਨੀਵਰਸਿਟੀ, ਮੈਡੀ ਗੋਬਿੰਦਗੜ, ਫਤਿਹਗੜ ਸਾਹਿਬ।
3. ਰਜਿਸਟਰਾਰ, ਆਦੇਸ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ।

ਡਾਇਰੈਕਟਰ, ਮੈਡੀਕਲ ਸਿੱਖਿਆ ਅਤੇ ਖੋਜ ਵਿਭਾਗ

## Circular regarding reopening of classes



### OFFICE OF THE DIRECTOR PRINCIPAL PIMS, JALANDHAR.

Ref No. PIMS/DP/Trng-262/ 4507

Date: 10/11/2020

#### OFFICE ORDER

It is brought to the notice of MBBS Students (Batch-2017, 2018, 2019), as per guidelines of Director Research and Medical Education Punjab, S.A.S. Nagar Mohali reopening of Colleges post lockdown due to COVID-19 pandemic, the college /institutions are going to be opened (guidelines of DRME attached). All the MBBS students are hereby informed to join the regular class as per schedule. They will only be allowed to join the classes/institution after fulfillment of the following conditions.

1. Undertaking duly signed by parents. (Copy attached).
2. COVID-19 /RTPCR Negative report will be mandatory before joining the Institution (RTPCR is also available in this institution). **Students, who have Covid-19 Positive report, will not be allowed to join the classes/college.**
3. Those who are residing in the Hostel have to produce receipt of payment of tuition fee/ Hostel fee and other charges and their rooms will be re-allotted on 16-11-2020 or at the time of Joining.
4. Guidelines issued by the Director Research and Medical Education, S.A.S. Nagar, Mohali (Attached).
5. Those who are residing in the hostel, must submit their undertaking and Covid-19/RTPCR negative report to Hostel Incharge/ Hostel Warden at the time of joining the institution.
6. The Day scholars and students staying in P.G. will have to submit their undertaking and Covid-19/RTPCR negative report to their respective departments.

  
(Dr. Kulbir Kaur)  
Director Principal  
PIMS, Jalandhar.

Endst No. PIMS/DP/Trng-262/ 4508-4538

Date: 10/11/2020

#### A Copy is forwarded to

1. Resident Director, PIMS, Jalandhar.
2. All the Professor & Head, PIMS, Jalandhar with the remarks that students be allowed to join the class/department after submission of Covid-19/RTPCR negative report.
3. Doctor Incharge- Boys/Girls Hostel, PIMS, Jalandhar.
4. Manager Admin, IT, Engineering, Finance, PIMS, Jalandhar.
5. Library & Dietician, PIMS, Jalandhar.
6. Hostel Warden Boys/Girls/Notice Board for information and make necessary arrangement.

  
(Dr. Kulbir Kaur)  
Director Principal  
PIMS, Jalandhar.





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