GOVT. OF N.C.T. OF DELHI
MAULANA AZAD MEDICALCOLLEGE

and Associated Lok Nayak, Govind Ballabh Pant Hospital &Guru Nanak Eye Centre, 2, B.S.Z. Marg, New Delhi–02(Estate Cell) Ph. No.23239271 Extn.215

No. F. No. 3(20)/EC/MAMC/2026/ 17311 Dated: 15/10/2026

ORDER

Subject: **Regarding Constitution of Inspection Committee for Inspection of Govt. accommodation Type-I to Type-VI in MAMC Campus.**

In order to ensure that there is no Subletting of government Quarters in MAMC Campus, New Delhi in respect of Type-I to Type-VI , the Competent Authority has approved the constitution of an Inspection Committee / Team consisting of the following members:-

S. No.	Name & Designation of the officers/officials	Present Place of Posting	Remarks, if any
01	Ms. Shanti Sharma, Section Officer	Hostel	Inharge of the team
02.	Jr. Engineer(Civil), PWD	PWD	Member
03.	Sh. Lokesh, Sr. Assistant	E-II Branch	Member
04.	Sh. Braham Prakash, Consultant	Estate Branch	Member
05.	Sh. Deepak, Jr. Assistant	Estate Branch	Member
06.	Security	Male & Female	Member

Ms. Shanti Sharma, Section Officer is In-charge of the *Inspection Committee/Team* and she will submit the Inspection Report of Subletting of government Quarters in MAMC Campus upto 30th October, 2026 positively. She is also directed to conduct surprise checking every two months on regular basis and accordingly submit the detailed report before the undersigned.

Terms of Reference & Duties of the Committee:

1. To conduct surprise checks and physical inspections to detect cases of unauthorized subletting, sharing, or misuse of government quarters.
2. To verify the Identity of the current occupants with respect to the allotment records maintained by the Estate Office.
3. To identify illegal encroachments made in the common areas or inside the premises.
5. The occupants of the Government Quarters are directed to extend full cooperation to the visiting Inspection Team and produce their official Identity Cards/dependency proofs upon demand.

This issues with the approval of the Competent Authority.

(SABINA AVASTHY)
DY. DIRECTOR (ESTATE)

No. F.6 (2)/Allotment/EC/MC/2026/ DATED:

Copy forwarded to the following for information and necessary action:-

01. The PS to the Dean, MAMC, New Delhi for kind information please
02. The Junior Engineer(Civil),PWD MAMC, New Delhi,
03. The Incharge (Security) with the direction to provide the staff at the time of inspection.
04. All officers/officials, MAMC, New Delhi for strict compliance.
05. Incharge, R& I Section, MAMC to place a copy at the notice board.
06. Incharge, Data Centre, MAMC, New Delhi with the direction to upload the list on the MAMC website.

(SABINA AVASTHY)
DY. DIRECTOR (ESTATE)