



GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
MAULANA AZAD MEDICAL COLLEGE
BAHADUR SHAH ZAFAR MARG: NEW DELHI
(PLANNING BRANCH) PHONE: 23215324
Email: plgofficer.mamc@gmail.com

REMINDER-II

No.F.1(384)/MC/Plg./2022-23/ 11032

Dated: 19 July, 2022

To,

All HOD'S
MAM College
New Delhi

Subject: Proposals for Research Activities (Thesis/Studies) undertaken by PG/DM/MCH Students (Batch 2021) from the state funds under the scheme "Stg. of Medical Research" during F.Y. 2022-23.

Sir/Madam,

As you are aware that Research Activities (Thesis/Studies) are being undertaken by PG/DM/MCH Students (Batch 2021) of different Department of the college from the State Funds under the Scheme "Stg. of Medical Research" after obtaining the necessary sanction from Planning/Finance Department, Govt. of NCT of Delhi.

In this regard, it is stated that this office had requested all the departments vide letter dated 29.04.2022 & subsequently its reminder-I dated 03.06.2022 so that a consolidated proposal of the college could be sent in time for obtaining the necessary Administrative Approval and Expenditure Sanction of Planning/Finance Department. However, no proposal has been received so far from the departments of MAMC.

You are once again requested to kindly send the proposal of your department to Planning Branch latest by **10.08.2022** according to Guidelines issued vide office order dated 21.09.2020 and complete as per checklist Annexure (The detailed information is also available on the official website i.e<MAMC><Administration><Planning Branch>< Circular /Notices>).

Yours faithfully,

Naresh Kumar
(NARESH KUMAR) 19/7/2022
Planning Officer
Mb. No. 9968604411

No.F.1(384)/MC/Plg./2022-23/

Dated: July, 2022

Copy to:-

- 1) PS to Dean, MAMC
- 2) All members of Screening Committee of Research Activities (Thesis/Study).
- 3) Incharge, LAN & Server, with the request to upload on the website of MAM College & email to all HOD's.

Naresh Kumar
(NARESH KUMAR) 19/07/2022
Planning Officer
Mb. No. 9968604411



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Naresh Kumar
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Planning Officer
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List of HoDs & Committee Members

Sr. No.	Name of HoDs of Committee Members
1.	HOD, Anaesthesia
2.	HOD, Bio-Chemistry
3.	HOD, ENT
4.	HOD, Ophthalmology
5.	HOD, Medicine
6.	HOD, Obstetric & Gynaecology
7.	HOD, Paediatrics
8.	HOD, Pathology
9.	HOD, Physiology
10.	HOD, Radio-Diagnosis
11.	HOD, Surgery
12.	HOD, Anatomy
13.	HOD, Community Medicine
14.	HOD, Dermatology & STD
15.	HOD, Forensic Medicine
16.	HOD, Medical Education
17.	HOD, Microbiology
18.	HOD, Paediatric-Surgery
19.	HOD, Pharmacology
20.	HOD, Radio-Therapy
21.	HOD, Neonatology
22.	HOD, Psychiatry
23.	Dr. Nita Khurana, Director Professor & HOD, Pathology, Chairperson
24.	Dr. M. M. Singh, Director Professor & HOD, PSM, Member
25.	Dr. Dinesh Kumar, Director Professor, Anatomy, Member
26.	Dr. Rajdeep Singh, Professor, Surgery, Member
27.	Sh. Naresh Kumar, Planning Officer & Member Secretary



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ANNEXURE-I

CHECK LIST FOR SUBMITTING FRESH PROPOSAL FOR UNDERTAKING
RESEARCH ACTIVITIES (THESIS/STUDY) BY PG/DM/MCH STUDNET (BATCH 2021)
OF DIFFERENT DEPARTMENT OF MAMC DURING THE YEAR 2022-2023

NAME OF THE DEPARTMENT :

NAME OF THE STUDENT:

MOBILE NO:.....

E-MAIL ADDRESS:

<u>S. NO.</u>	<u>PARTICULARS</u>	
1	COPY OF PROTOCOL	YES /NO
2	WHETHER PROPOSAL FORWARDED BY HOD	YES /NO
3	WHETHER COPY OF APPROVAL OF INSTITUTIONAL PROTOCOL COMMITTEE (I.P.C.) ATTACHED	YES /NO
4	WHETHER INFORMED TO PROTOCOL COMMITTEE ABOUT OF RESEARCH ACTIVITIES (THESIS/STUDY) IS TO BE FUNDED FROM STATE FUNDS UNDER THE SCHEME "STRENGTHENING OF MEDICAL RESEARCH"	YES /NO
5	DETAILS OF THE ESTIMATED COST LIKELY TO BE INCURRED ON KITS & CHEMICALS QUANTITY WISE BREAKUP OF ITEMS REQUIRED (THE TOTAL COST SHOULD BE INCLUSIVE OF TAXES & WITH IN THE MAXIMUM LIMIT OF RS. 40,000/- PER STUDENT AS APPROVED BY FINANCE DEPARTMENT, GNCTD)	YES /NO
6	UNDERTAKING THAT ON COMPLETION OF PROJECT, UTILIZATION CERTIFICATE WILL BE SUBMITTED TO ACADEMIC BRANCH & PLANNING BRANCH WITH COPY OF SANCTION	YES /NO
7	ANY OTHER DETAILS DEPARTMENT WANTS TO MENTION APART FROM ABOVE	YES /NO

H/C (35/c)

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
MAULANA AZAD MEDICAL COLLEGE
BAHUDUR SHAH ZAFAR MARG : NEW DELHI

No. F.1(384)/MC/Plg/2019-20/ 17284-286


Dated: 21/9/2020

OFFICE ORDER

In supersession of all previous orders, the following **Guidelines** are framed henceforth for completion/submission of **Research Activities (Thesis/Studies)**. From 2020-21, the rate of financial assistance has been revised from Rs 60,000/- per department to Rs. 40,000/- (all inclusive) per student and also includes DM/MCH student along with PG student pursuing PG/DM/MCH courses in different department of MAMC for carrying out their Research Activities(Thesis/Studies) under the scheme "Strengthening of Medical Research" vide Finance(Exp-1) Department, GNCT of Delhi U.O No 317/DS1 dated 23.01.2020.

- 1) All Departments shall ensure that the expenditure of Research Activities (Thesis/Studies) to be undertaken by the P.G/DM/MCH student should not exceed beyond the limit of Rs. 40,000/- (all inclusive) per student.
- 2) All thesis proposal as approved by the Institutional Protocol Committee shall be submitted to the Planning Branch through the guide of study/Thesis and HOD according to the circular issued to all HOD's and clearly mentioning the expected expenditure for all proposal of their departments, which should not exceed beyond the limit of Rs. 40,000/- (all inclusive) per student.
- 3) Before forwarding the proposal, the guide of the Study/Thesis and HOD should ensure that the Diagnostic Kits & Chemicals, Therapeutics, Disposables and Consumables like Plastic & Glassware etc proposed to be purchased for Research Activity of the students are relevant, available in the market and necessary for the research activity. The students should be motivated by the guides & HODs to take up research work in emerging areas of medical science.
- 4) All departments shall submit their proposal of Research Activities to be undertaken by the P.G./DM/MCH student to Planning Branch, MAMC, latest by 31st October of every year or within two weeks of the protocol approval.
- 5) Purchase Branch will procure consumable items for the use in Research Activities (Thesis/Studies) after receiving the sanction from Delhi Govt. and fulfilling all codal formalities. Purchase branch will issue supply order to the Supplier with direction to supply material to the users along with challan and submit the bill (in triplicate). The user deptt. Should submit the challan (signed & stamped) along with verified bills to the store branch within one week of receiving supplies.
- 6) Only final and approved copy of the protocol should be accepted for the purpose of scrutiny of the proposal by the screening committee.
- 7) The screening committee should ensure that all the proposals are in accordance with the guidelines issued for this purpose.
- 8) The user/guide should submit a utilization certificate to the Planning Branch & Academic Branch on completion of their Research Activities.

This issues with the prior approval of Dean, MAMC.


21/09/2020
(NARESH KUMAR)
PLANNING OFFICER

Copy forwarded for information & necessary action to:-

- 1) All HOD's/Branch Incharges/Committee Members, MAMC.
- 2) PA to Dean, MAMC.
- 3) Incharge, Lan & Server to upload on MAMC website.

H/C