



**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
MAULANA AZAD MEDICAL COLLEGE
2, BAHADUR SHAH ZAFAR MARG, NEW DELHI-110002
(Academic Branch)**

F.No.403(65)/Protocol/2024/MC(ACA)/ 17464-72 ,

dated: 25/10/25

CIRCULAR

A Post-graduate Cell consisting of the members as shown below is constituted for discussion and approval of Thesis/Protocols of the DM/MCH students of GIPMER/MAMC Batch: 2024-2027.

The College Level Committee will be chaired by the following members of faculty on the dates indicated against each. Chairpersons, Co-chairpersons, Members from Institutional Ethics Committee, with the date and sessions of presentations by the students of various Departments are shown below:-

Date/ Session /Venue	Department	Chairperson	Co-chairpersons	Email id
12.11.25, Session - I, (Conference Room, Dean Office)	Cardiology Gastroenterology Neurology	Dr Puja Sakhuja pujasak@gmail.com	Dr. Anurag Agarwal Dr Bhupinder Kalra Dr Manisha Jain Dr. --- (IEC member)	doctoranuragagarwal@gmail.com m drbskalra@gmail.com manisha_jain29@yahoo.com
12.11.25, Session - II, (Seminar Room, Anatomy Department)	Cardiac Anaesthesia Neonatology Neuro Anaesthesia Neurosurgery Paediatric Surgery	Dr Anju Bhalotra drakgk@yahoo.co.in	Dr Anita Mahajan Dr Kalpana Bansal Dr Reena Tomar Dr. --- (IEC member)	anitamahajan24@gmail.com dr.kalpana.j@gmail.com drreenat@yahoo.com

Programme will be conducted by Protocol Committee, comprising of following Faculty Members

- Member Secretary
 - Dr. Bratati Banerjee, Director Professor, Community Medicine (bratati1@hotmail.com)
- Members
 - Dr. Bhawna Mahajan, Professor, Biochemistry, GIPMER (bhawna172@gmail.com)
 - Dr. Oves Siddiqui, Professor (Microbiology, MAMC)
 - Dr. Deepika Poonia, Assistant Professor, (Anatomy, MAMC) dr.deepikapoonia@gmail.com
 - Dr. Shivani Tyagi, Assistant Professor (Microbiology, GIPMER)

Details of protocol Presentation schedule is given below:

- Date: 12th November 2025
- Time: 10:00 A.M. onwards, with lunch break in between timing and duration of break to be decided by the concerned Committee
- Sessions: Two parallel sessions on one day, as indicated in schedule

NO REQUEST FOR REPEAT PRESENTATION / DELAYED PRESENTATION / DELAYED SUBMISSION WILL BE ENTERTAINED ON ANY ACCOUNT

HODs of all departments are requested to nominate one Faculty and one SR from their department to coordinate for their Departmental presentation.

Note: Protocol submission & presentation Before presentation

- Three hard copies of protocols, with signatures of all concerned (Supervisor/Co-supervisor), should be submitted to Academic Section, along with soft copy(in the Pendrive) alongwith the copy of the challan of Rs. 250/- (to be deposited in favour of Dean, MAMC) in Canara Bank, MAMC as Protocol Fee) each student, latest by 8th November 2025, 1.00 PM.
- All pages of references should also be signed by the Supervisor.
- Students have to make Power Point presentation of 10-minutes duration, for their Thesis/Protocols.
- Each department to load power point presentations of all its protocols in one CD/pendrive and submit one hour before presentation at the venue.
- Students of presenting departments should be present at 9.30 A.M. and wait in the waiting area near the venue, till their turn comes for their presentation.
- The concerned HOD, Supervisor, Co-supervisor(s) and Co-investigating Departments and other members associated with the protocol, are requested to be present during the discussion.
- Presentation will start at 10:00 A.M. sharp.
- Students will be called for presentation alphabetically or any other convenient sequence as conveyed in advance by the departments.

After presentation

- Six hard copies with corrections along with filled reply template, signed by the Supervisor, as attached with this circular (Annexure) should be submitted in a folder, to Office of Deptt. of Community Medicine, Room 347, latest by 17th November 2025, 4.00 PM.
- Final revised protocol, after making all suggested corrections and approved by Protocol Committee, should be submitted to Academic Section latest by 20th November 2025, 2.00 PM
- Students should collect their copy of Ethics approval from concerned HODs office/Ethics Committee office.
- Six copy will be submitted at the Academic Section, Room No. 114, MAMC on single side printed.

Soft copies of protocols

- Soft copies should be sent to the following email ids:
 - mamcregistrar@gmail.com
 - protocolcommittee.mamc@gmail.com
- Soft copies of all protocols from each Department should be sent in one single mail with attached folder containing files of all the PG protocols of their respective department, through mail of HOD/Deptt. office.
- Protocols through individual mails will not be considered

All HODs/ Supervisors/ Co-supervisors are requested to direct their students to go through the clause 18.4 thesis-protocol in the PG Ordinance issued by the Delhi University

5/c



DEAN

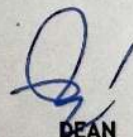
Maulana Azad Medical College
NEW DELHI-110002

Dated:

No.

Copy forwarded for information and necessary action to:-

1. The Asstt. Registrar (Medical), Faculty of Medical Sciences, University of Delhi, Delhi-7
2. The Director, GIPMER, New Delhi
3. The Head of Department, MAM College, New Delhi, with the request to direct the concerned P.G. Students to be ready for presentation as per given schedule.
4. All the Chairpersons, Co-chairpersons/Members of Ethics Committee, with the request to make it convenient to attend the program as per given schedule.
5. Dr. Bratati Banerjee, Director Professor, Community Medicine & Member Secretary, Protocol Committee
6. Dr. Shalini Chawla, Director Professor, Pharmacology & Member Secretary, Institutional Ethics Committee, MAMC
7. Mr. Prince Kumar Singh, LAN & Server In-Charge, to mail the circular to Faculty of MAMC, LNH, GIPMER and upload the same on the college web site
8. P.S. to Dean MAMC
9. Notice Board.



DEAN

Maulana Azad Medical College
NEW DELHI-110002

ANNEXURE

Template for the reply to Query/Comments

Name of student _____ Department _____ Date _____

S. No.	Query/Comments	Reply/changes	Page No.

Signature and stamp of Supervisor

.....

(for office use only)	
Verification 1	Verification 2
Final approval	