

Policy regarding attending of conference / workshop / seminar and conducting of examination

Regular faculty is allowed to attend Conference/ Seminar/ Workshop at International Level once in a span of 4 years and at National Level once in a financial year on Govt. expenses (i.e. Registration fee + TA only) subject to fulfillment of the following conditions : -

1. The faculty member has to present a paper or chair a session & has been officially invited to this effect.
2. Funds are available for this purpose with the department.
3. Conference/ Seminar/ Workshop is in public interest.
4. 50% of the faculty is on duty at a time in the College Hospital.
5. No DA will be paid & faculty members will be granted academic leave.
In case of local conferences etc. only registration fee will be paid and academic leave granted.
6. Fulfillment of instructions issued by the Govt. of India from time to time for going abroad.
7. In case of attending of International Conference by the applicant, he/she shall have to give an indemnity bond to serve this institution at least 4 years on return and in the event of default he/she shall have to reimburse the expenses incurred with interest @ 18% p.a.
8. In case of attending International conference, the applicant should have cleared his/her probation successfully.

Resident Doctors/ Demonstrators will also be allowed to attend the National Conference once in a year at Government Expenses subject to the condition that only 20% of their strength in a department would be deputed for such conferences etc. subject to the conditions as mentioned above.

The regular faculty members, Resident Doctors and Demonstrators shall apply for such conference on prescribed proforma.

Efforts should be made to recognise such training from Govt. Institutions and recognised bodies/organisations.

The Contractual faculty member be allowed to attend the conference/ Seminar after completion of one year continuous service with GMCH may be permitted to participate in seminar/Conferences at National Level once in one year subject to the following terms and conditions:-

1. Invitation letter from organisers be appended with the prescribed proforma for conference.
2. Presentation of paper & Chairing of session is a condition precedent for Conference/Seminar as extract of the paper to be presented be attached.
3. The conference/seminar is in public interest.

Guidelines regarding permission to the faculty to act as external examiner in other Govt./ Private Dental/ Homeopathic / Ayurvedic Medical Colleges are laid down for accepting such offers :

1. Only the faculty which is qualified as external examiner as per regulations of Medical Council of India may be allowed to accept external examinership for Graduate/ postgraduate level examinations.
2. The permission shall be restricted only to those institutions as are recognized by the Medical Council of India.
3. The College/ University concerned must make a reference to the Director Principal, Govt. Medical College in the form of fax or written communication about assigning of examinership to a particular faculty member. No faculty member will be permitted academic leave for this purpose merely on the basis of telephone message received by the concerned faculty.
4. No faculty member shall be granted permission to visit any Dental College for examinership. The faculty in the Dental Colleges is available for this purpose. However, this will not be applicable in the case of Dental Department of GMCH, Chandigarh.
5. The Heads of departments must ensure that 50% of the Staff is available on duty during the period of academic leave while recommending such cases.
6. No sudden calls be accepted by the faculty at their own level. In case of any emergency, the institution concerned should approach the Director Principal for this purpose.
7. Incase of Govt./ Private Physiotherapy/ Sports Medicine/ Ayurvedic/ Homeopathic Colleges etc. the faculty above Sr. Lecturer should not be recommended by the Heads of the concerned departments. However, in case of medical institutions under Panjab University, such permission shall be examined on merit in public exigency.
8. No faculty member should leave for such examinership without getting prior permission of the Director Principal.
9. The Director Principal, however, reserve the right to refuse such permission provided it is in public interest or patient care.
10. The Heads of Department must ensure that the faculty is not recommended for such permission beyond the title of academic leave.