

GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH
(Hospital Building), Sector 32-B, Chandigarh-160 030 Ph. 0172665253-60, Fax No. 0172-2609360)

ACADEMIC BRANCH, e-mail : dpgmch-chd@gmch.gov.in

ORDER

In pursuance of the orders of the Principal Secretary Medical Education & Research, Chandigarh Administration on 01.01.2019, the following guidelines has been framed on the recommendations of committee constituted under the Chairmanship of Prof. Arjun Dass to discuss the matter for having Visiting / Adjunct Professor in Govt. Medical College & Hospital, Chandigarh vide order dated 09.12.2017:-

Eligibility criteria, terms and conditions, procedures for appointment of Visiting/Adjunct Professors in the Govt. Medical College & Hospital, Sector-32, Chandigarh.

1. A visiting Professor should be an eminent scholar in his/her field. Generally, a person who has held or is holding the post of Professor or a person who has achieved distinction outside the Government Medical College, Chandigarh should be considered for appointment as Visiting Professor/ Adjunct Professor.
2. The Government Medical College, Chandigarh may appoint a person upto the age of 70 years as Visiting Professor/ Adjunct Professor on recommendations of HOD of the concerned department.
3. The maximum tenure of visiting Professor should not exceed period of 4 weeks during one visit.
4. It is expected that when a serving person is appointed as Visiting Prof., the parent institution would give him/her duty leave/academic leave.
5. Guest House accommodation if available should be provided free of charges by the Government Medical College, Chandigarh but food charges would be paid by the Visiting Professor or the concerned department.
6. If the Visiting Professor/ Adjunct Professor is invited only for one lecture, honorarium of Rs.2000/- will be paid from the PLA fund. However, if he or she visits this institution for more days then the honorarium at the rate of Rs.1000/- per day will be paid from PLA fund. (After verification from the concerned HOD and approval of the competent authority).
7. The TA will be paid as per Punjab CSR rules from the PLA Fund (after verification from the concerned HOD and approval of the competent authority).

Procedure:-

1. The HOD of the concerned department desirous of inviting a Visiting Professor/ Adjunct Professor shall submit the proposal with detailed justification, along with bio-data of the concerned Visiting Professor/Adjunct Professor, on how it will benefit the institution/concerned department at least three months prior to his/her visit.

However, if any, Consultant/Sr. Professor/Expert in a Specialty is visiting in or around Chandigarh at a short notice and is keen to deliver a lecture, can do so with the permission of the Director Principal. In such cases, no TA/DA/Honorarium to the consultant/senior professor/expert in the specialty will be paid.

2. The proposal so submitted will be dealt by the Academic branch and will be submitted to the constituted committee. The process will be completed in a stipulated period so that the concerned department will be able to inform the Visiting Professor/ Adjunct Professor in time.
3. A committee consisting of the following members will recommend the appointment of the Visiting Professor at Government Medical College,

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Chandigarh and will submit to the competent authority for approval:

Professor Incharge (Academic)	Chairman
Head of the concerned department or his representative	Member
Senior Most Head of the department other than department(s) under consideration from GMCH (to be nominated by DP)	Member
Registrar Academic	Convener

Dated, Chandigarh the
18th February, 2019

ARUN KUMAR GUPTA, IAS
Principal Secretary Medical Education &
Research,
Chandigarh Administration.

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Endst. No: GMC/TA-II(242B)/2019/

Dated: 27 FEB 2019

A copy is forwarded to the following for information and necessary
action:

1. All HODs, GMCH -32, Chandigarh.
2. The Deputy Controller (F&A), GMCH, Chandigarh.
3. The In-charge, IT Centre, GMCH, Chandigarh with the request to display the policy alongwith Prof. Emeritus on the website.
4. The Office Supdt., Establishment Branch I, GMCH, Chandigarh.
5. PLA Cashier, Academic Branch, GMCH, Chandigarh.
6. Master file.

for
Director Principal
Principal Secretary Medical Education &
Research,
Chandigarh Administration.

26/2/19