



अखिल भारतीय आयुर्विज्ञान संस्थान
ALL INDIA INSTITUTE OF MEDICAL SCIENCES

Saket Nagar, Bhopal (M.P.) – 462020

No. DIR/AIIMS-BPL/OO/2020/ 295

Dated – 30/12/2020

OFFICE ORDER

In continuation of the Office Order issued vide No. DIR/AIIMS-BPL/OO/2020/203 dated 20.02.2020 it is hereby informed that applications from the eligible faculty members (Professors) are invited for the position of Dean (Exam) at All India Institute of Medical Sciences (AIIMS), Bhopal.

All the desirous faculty members can submit their application in the prescribed format earliest by 05.01.2021(Tuesday).

**DIRECTOR
AIIMS, BHOPAL**

Copy for information:

1. The Director, PMSSY, MoHFW, Nirman Bhawan, New Delhi
2. The Medical Superintendent, AIIMS, Bhopal
3. The Dy. Director (Admin.) AIIMS, Bhopal
4. The Superintending Engineer, AIIMS, Bhopal
5. All Faculty Members, AIIMS, Bhopal
6. The Registrar and In-charge SAO, AIIMS, Bhopal
7. The PPS to Director & AO-In-charge Research Cell, AIIMS, Bhopal
8. The Finance and Chief Account Officer, AIIMS, Bhopal
9. The Administrative Officer, Faculty Cell, AIIMS, Bhopal
10. The P.A. to President AIIMS, Bhopal
11. Prof. In-charge IT Cell for Circulation through info mail and uploading on website.
12. Hindi Cell for Hindi version
13. File

**DIRECTOR
AIIMS, BHOPAL**



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No. DIR/AIIMS-BPL/OO/2020/203

Dated – 20/02/2020

OFFICE ORDER

In supersession of all previous Letters/Orders/Memoranda/Circulars including the Circular No. - 11/06/2020-Admin/AIIMS/BPL/714 dated 17/02/2020 regarding appointment of Deans/ Associate Deans, the applications are invited for the following positions:

- Dean (Academics)
- Dean (Research)
- Dean (Examinations)
- Associate Dean (Academics)
- Associate Dean (Research)
- Associate Dean (Examinations)

The desirous Faculty Members are advised to submit their applications with at least two nominations to the office of the undersigned within three months of issuance of this Office Order or before the next Governing Body Meeting of the Institute, whatsoever is earlier.

There will be no Dean / Associate Dean (Students Welfare) and this work will be looked after by the Dean (Academics).

This order is issued after approval of the Governing Body, AIIMS Bhopal in its 3rd Meeting held on 11.01.2020.

**DIRECTOR
AIIMS, BHOPAL**

Copy to: -

1. All Professors and Additional Professors of AIIMS Bhopal
2. DDA/MS/FA/Registrar/ SAO/ AO, AIIMS, Bhopal
3. PPS to Director, AIIMS, Bhopal
4. PA to Hon'ble President, AIIMS Bhopal
5. Guard file



-: APPLICATION FOR THE POSITION OF DEAN/ ASSOCIATE DEAN:-

S.NO.	INFORMATION	DETAILS		
1	Application for the Position of Dean / Associate Dean (Academics/ Research/ Examinations): Please specific only one position			
2	Name of the Applicant			
3	Present Post held (Direct/ APS)			
4	Date of Joining on Present post			
5	Name of the post while first joining at AIIMS Bhopal			
6	Date of Joining AIIMS, Bhopal			
7	Date of Birth (with date of retirement)			
8	Name of the Department			
9	Details of Academic Qualification (MBBS/MSc onward only)	Qualification	Year of passing out	
10	Fellowship, Board membership, etc.			
11	Experience	Name of the Post	Name of the organization	Experience as on 30.12.2020
12.A	For Dean/ / Associate Dean (Academics) Please give details if you ever held some administrative position, set on some administrative committees, etc and how familiar you are with CCS (conduct) rules (no knowledge/ good/Very good).			
	Please explain under which CCS rule and for what purpose the following sentence is relevant “no officer is entitled to pay and allowance for any time he may spend beyond the limits of his charge without authority.”			

12.B	<p>For Dean/ Associate Dean (Research) Please attach list of your publications with citation index and impact factor, as well as will name of grants with funding agency, amount and duration.</p> <p>Please give details if you ever held some position in any research committee /board e.g. Grant reviewer etc and how familiar you are with General Financial Rules, Intellectual Property rights and Research Ethics (no knowledge, good, Very good).</p>	
	<p>Please write a paragraph on Indian Patents Act. Which year it was enacted and what are the salient features. Please also attach list of your publications with citation index and impact factor.</p>	
12.C	<p>For Dean/ Associate Dean (Examinations) Please give details if you ever handled the examinations section/division/ services and if so in what capacity and which organization. Are you familiar with the differences between course examinations and examinations for recruitment? (yes/no). If yes write a brief in approximately 200 words.</p>	
	<p>Are you aware of relaxation in standards applied to reserved categories in their age and marks? If yes, give details.</p>	
13	<p>Any other relevant information in the line e.g. Editorship of Journals, organization national/ international conference, grant review board etc.</p>	
14	<p>Please get your nomination signed by at least two faculty members, preferably from AIIMS, Bhopal faculty members not below your own rank</p>	<p>1.</p> <p>2.</p>

Dated:

Name of Applicant

Signature

Note:

1. The applicants can attach additional sheets as many as they want. This is only a template for application.
2. For the positions of Dean (Academics/Research/Examinations) only Professors will be eligible.
3. For the positions of Associate Dean (Academics/Research/Examinations) both Additional Professors and Professors will be eligible.
