

**COUNSELLING NOTICE FOR IN SERVICE DOCTORS FOR POST MBBS DNB AND POST DIPLOMA DNB COURSES ADMISSION YEAR 2022**

**Date of Counselling:- 31<sup>st</sup> August 2022 (Wednesday)**

**Venue:- Conference Hall, 18<sup>th</sup> Floor, Civic Centre, ND-2**

**Reporting Time:- 11.00 a.m.**

**Documents required:**

1. No objection certificate for appearing in the NEET PG.
2. Score card
3. Permanent registration certificate issued by DMC
4. Valid identity proof with age proof
5. MBBS Degree certificate & mark sheet
6. Post Graduate Diploma, Medical qualification pass certificate
7. SC/ST/OBC certificate issued by competent authority, if applicable
8. Proof of MBBS/Post Graduate Diploma, Medical qualification recognised as per IMC act/Central Government.
9. Proof of having passed the Post Graduate Diploma, final examination.
10. Eligibility certificate from the concerned department duly verified from his/her service records (S.B./P.F) as per the proforma attached to be submitted as soft scanned copy duly verified by ACA & DDO concerned at email id:- [achamcd@gmail.com](mailto:achamcd@gmail.com) by 26.08.2022, hard copy in original to be submitted on the day of counselling.

**Guidelines for counselling are as below:-**

**I. General eligibility conditions for grant of study leave for Reserved DNB Seat**

1. MEDICAL OFFICER who has satisfactorily completed period of probation and has rendered not less than 5 years regular service including the period of probation under Municipal Corporation of Delhi (or in erstwhile NDMC, EDMC & SDMC) and is not due to reach the age of superannuation from MCD service within five years from the date on which he is expected to return to duty after expiry of the leave, is entitled to avail study leave.

*(Under Rule 50 of CCS (Leave) Rules, 1972. According to OM No A.12034/03/2012-CHS-v dated 02/11/2012)*

2. A Medical Officer who has completed his/her period of probation satisfactorily and has also completed 3 years of continuous service in the grade, is eligible to apply for Extraordinary Leave (EOL) for pursuing higher studies certified to be in public interest. According to OM No A.12034/03/2012-CHS-v dated 02/11/2012
3. The candidate should have obtained NOC from Competent Authority prior to appearing for NEET PG Exam /in case of procedural delay it should be ensured that he has applied for NOC well in time. The copy of NOC should be submitted on the date of appearing for counselling.
4. Medical Officer who has already availed benefit of study leave (for PG Diploma) will not be considered for grant of Post Diploma DNB seat reserved for "In service Medical Officer" before completion of mandatory duration of service mentioned in the service bond.
5. Medical Officer who has PG qualification in one specialty will not be considered for grant of DNB seat reserved for in service Medical Officer in another specialty.

*Dr. Alka Gupta*

**Dr. Alka Gupta**  
**Dy. DHA 3 (Hospitals), MCD**



6. During the period of course the fee structure, curriculum, leaves rules etc as prescribed by NBEMS from time to time will be applicable to MCD service doctors selected for pursuing DNB training under reservation policy for In service doctors.

## **II. Leaving DNB course MID WAY**

1. If any MEDICAL OFFICER drops the DNB course after joining DNB on a seat reserved for in service Medical Officer he/she will be debarred from availing the benefit of reservation of DNB seat for the entire duration of course & **he will not be granted any NOC for appearing in the PG entrance exam for this duration.** The said period for purpose of debarring shall be reckoned from the date of leaving the DNB Course mid way.
2. The period involved shall be converted into /debited from regular leave standing at his credit on the date on which he proceeded to join such course.

## **III. Counselling:**

- **13 points reservation roster :** Allocation of DNB seats to In service doctors in MCD for admission year 2022 will be as per 13 points reservation roster
- **Rounds of Counselling:-** Tentative date for 1<sup>st</sup> round of counselling will be on 31<sup>st</sup> August, 2022.
- 2<sup>nd</sup> counselling will be done after completion of counselling at NBEMS for central pool.
- **Undertaking from Candidate during counselling session:-** After 2<sup>nd</sup> round of counselling the selected candidate will pursue the course and submit a bond of RS. 10 lakh. In case of vacating the seat after 2<sup>nd</sup> round of counselling the candidate will be debarred for entire duration of course and he/she will have to pay Rs. 10 Lakh to MCD **(Annexure B).**
- Scrutiny of application forms and selection for DNB course will be done as per NBE guidelines by the counselling committee of MCD.
- Decision of the counselling committee of MCD on the matter of seat allotment of reserved DNB seats to in service Medical Officers will be final.

## **IV. BOND:**

- As NBEMS requires Service Bond which will be applicable to candidates who join the DNB seats in Municipal Corporation of Delhi it will be in the format as provided by Department of Personnel and Training, Ministry of Personnel, Public Grievance & Pensions, GOI vide its Communication No. 11020/03/2014-AIS-III dated 01/09/2014 has issued a revised bond which is to be executed by officer proceeding on Study Leave under Rule 9(i) of the AIS study leave regulations 1960 **(Annexure A).**
- The Service Bond will be applicable to MEDICAL OFFICERS of Municipal Corporation of Delhi joining DNB course on a seat reserved for In Service Medical Officers in hospitals of Municipal Corporation of Delhi. This Service Bond will be shared with NBEMS.
- Before joining the course candidate shall execute a service bond to the effect that he / she will serve in the Health department in the concerned specialty of Municipal Corporation of Delhi for a minimum period of 5 years after completion of PG degree / DNB degree Course and in default thereof to pay an amount equal 36 times of last pay drawn with allowances. The last pay drawn will be of the last month before joining DNB course.
- Similarly in the case of DNB diploma courses which are of 2 years duration he / she will serve in the Health department in the concerned specialty of Municipal Corporation of Delhi

22/07/22

for a minimum period of 3 years after completion of Diploma course and in default thereof to pay an amount equal to 24 times the last pay drawn with allowances to Municipal Corporation of Delhi.

- Decision of the Commissioner/MCD would be final in all other aspects.

### Seat Matrix

The Seat Matrix for allocation of DNB seats to In service doctors in MCD for admission year 2022 is as follows:

FOR POST MBBS DNB SEATS			
S.No	Hospital Name with complete Address	Specialty	No of seats
1.	Hindu Rao Hospitl, Subzi Mandi, Malka Ganj, Delhi-110007	General Medicine	1
2.	Hindu Rao Hospitl, Subzi Mandi, Malka Ganj, Delhi-110007	General Surgery	1
3.	Hindu Rao Hospitl, Subzi Mandi, Malka Ganj, Delhi-110007	Obs-Gyne	1
4.	Hindu Rao Hospitl, Subzi Mandi, Malka Ganj, Delhi-110007	Orthopedic	1
5.	Hindu Rao Hospitl, Subzi Mandi, Malka Ganj, Delhi-110007	Paediatrics	1
6.	Hindu Rao Hospitl, Subzi Mandi, Malka Ganj, Delhi-110007	Dermatology, Venereology and Leprosy	1
7.	RBIPMT, GTB Nagar, Delhi	Respiratory Medicine	1
8.	Swami Dayanand Hospital, Dilshad Garden, Shahdara, New Delhi-110095	General Medicine	1
9.	Swami Dayanand Hospital, Dilshad Garden, Shahdara, New Delhi-110095	Paediatrics	1
Total			9

FOR POST DIPLOMA DNB (2 yrs) SEATS			
S.No	Hospital Name with complete Address	Specialty	No of seats
10.	Swami Dayanand Hospital, Dilshad Garden, Shahdara, New Delhi-110095	Post Diploma DNB Paeds	1

See 5-pte



"Annexure A"

**BOND FOR IN SERVICE DNB COURSE PROCEEDING ON STUDY LEAVE**

**{TO BE TYPED ON NON – JUDICIAL STAMP PAPER OF Rs 100/- (ONE HUNDRED ONLY) DULY ATTESTED BY NOTARY PUBLIC}**

KNOW ALL MEN BY THESE PRESENTS THAT I .....,  
BMID..... resident of  
..... at present employed  
as MEDICAL OFFICER..... in the Municipal Corporation of Delhi do hereby bind myself,  
my heirs, executors and administrators to pay to the Commissioner, MCD on demand the sum of Rs.  
\*..... (Rupees) together with interest thereon from the date of demand at Government rates for  
the time being in force on Government loans or if payment is made in a country other than India the  
equivalent of the said amount in the currency of that country converted at the official rate of exchange  
between that country and India AND TOGETHER with all costs between attorney and client and all  
charges and expenses that shall or may have been incurred by the Municipal Corporation of Delhi

WHEREAS I ..... am granted study leave / EOL by  
Municipal Corporation of Delhi for pursuing DNB degree/Diploma/Post Diploma DNB course as In  
Service candidate on a reserved seat.

And WHEREAS for the better protection of the Municipal Corporation of Delhi I have agreed to  
execute this Bond with such conditions as hereunder is written.

NOW THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT in the event of my  
failing to resume duty or resigning or retiring from service or otherwise quitting service without  
returning to duty after the expiry or termination of the period of study leave or failing to complete the  
course of study or at any time within a period of **three years/five years** # after my return to duty. I  
shall forthwith pay to the Municipal Corporation of Delhi or as may be directed by the Municipal  
Corporation of Delhi on demand the said sum of Rs .\*..... (Rupees only) together with interest  
thereon from the date of demand at Government rates for the time being in force on Government  
loans.

NOW FURTHER THE CONDITION OF THE ABOVE WRITTEN OBLIGATION IS THAT the  
period of my bond mandating putting in service for the period as specified above, after expiry of the  
study leave availed by me, shall be extended by a comparable period, equivalent to the aggregate  
periods of leave of any kind availed by me, during the currency of the bond period.

*Page 1 of 2*

AND upon my making such payment, the above written obligations shall be void and of no effect, otherwise it shall be and remain in full force and virtue.

The Bond shall in all respects be governed by the laws of India for the time being in force and the rights and liabilities hereunder shall, where necessary, be accordingly determined by the appropriate Courts of India.

Signed and dated this ..... day of ..... Two thousand .....

Signed and delivered by .....

In the presence of .....

**\*\*Witnesses: 1.**

**Witnesses: 2.**

Signature:

.....

Signature.....

Name:.....

Name:.....

Address:.....

Address:.....

.....

.....

Mobile No.:.....

Mobile

No.:.....

ACCEPTED

For and on behalf of the  
Commissioner, Municipal Corporation of Delhi

**Explanation:** The term currency of bond means the period during which the liability of the member of the Service is activated and the right of the Government is alive to claim the predetermined and stipulated amounts from the member of the Service who fails to discharge his obligation.

**# Three years for candidate who does 2 years PG Diploma (DNB) or 2 years Post Diploma DNB**

**# Five Years for candidate who does 3 years Post MBBS MD/MS/DNB**

**\* Amount equal to 24 times the last pay drawn with allowances for candidate who does 2 years PG Diploma (DNB) or 2 years Post Diploma DNB**

**\* Amount equal to 36 times the last pay drawn with allowances for candidate who does 3 years Post MBBS MD/MS/DNB**

Atto (file)



**Annexure "B"**

**BOND FOR IN SERVICE DNB COURSE**

**{TO BE TYPED ON NON – JUDICIAL STAMP PAPER OF Rs 100/- (ONE HUNDRED ONLY) DULY ATTESTED BY NOTARY PUBLIC}**

**SURETY BOND**

In pursuance of my undertaking given on \_\_\_\_\_, this Surety Bond, hereafter the bond, is executed at Delhi on this \_\_\_\_\_ day of 2022 by Dr./Ms./Mr. \_\_\_\_\_ son of \_\_\_\_\_ / daughter of \_\_\_\_\_, hereafter the student, admitted in \_\_\_\_\_ course, hereafter the course, at \_\_\_\_\_, hereafter the Hospital/Institute, in favour of Commissioner, MCD and Medical Superintendent/Director of \_\_\_\_\_ (Name of the Hospital/Institute)

Whereas the student has applied and has been admitted in the course, a Post – graduate Course being conducted by the NBEMS.

Whereas on the basis of the merit, the student was offered various course (s) at various Institutions (s) available at the time of his/her counselling and he/she has voluntarily opted for the course at the college and he/she has been admitted in the course at the college with the understanding and subject to the undertaking that the student shall undergo the course on full – time and regular basis and shall maintain the required standard of performance and shall not indulge in indiscipline/misconduct .

The student has, therefore, agreed to be loyal to pay a sum of Rs. 10.0 lakhs (Ten lakhs only) to the Hospital/Institute in the following circumstances;

- A. If the student does not join the course at the allotted Institution on or before the stipulated date.
- B. If the student leaves the course before its completion.
- C. If the admission/registration of the student is cancelled/terminated by the MCD on account of unsatisfactory performance /misconduct/ indiscipline.

Whereas the student undertakes that till the entire surety amount Rs. 10.00 lakhs (Ten lakhs only) is paid, the Hospital/Institute and/or the Commissioner, MCD shall have the right to retain the original certificates of the student.

Whereas I have requested (i) Ms./Mr. \_\_\_\_\_ son of \_\_\_\_\_ /daughter of \_\_\_\_\_ resident of \_\_\_\_\_

\_\_\_\_\_ and \_\_\_\_\_  
(ii) Ms./Mr. \_\_\_\_\_ son of/daughter of \_\_\_\_\_

At (ft)

Resident

of

\_\_\_\_\_ to stand as sureties, severally and jointly, for me for the payment of the said amount.

**Signature of the student**

That I \_\_\_\_\_ son of / daughter of \_\_\_\_\_  
resident of \_\_\_\_\_

\_\_\_\_\_, the student aforesaid, acknowledge my indebtedness to the Commissioner, MCD and Medical Superintendent/Director, Hospital/Institute, Delhi to a sum of Rs. 10.0 lakhs (Ten lakhs only), which I hereby promise to pay on demand to the Hospital/Institute.

**Signature of the student**

(i) In consideration of the bond executed by the student  
(Dr./Ms./Mr. \_\_\_\_\_)  
Son of/daughter of \_\_\_\_\_ resident  
of \_\_\_\_\_

\_\_\_\_\_ in favour of Commissioner, MCD and Medical Superintendent/Director, Hospital/Institute, Delhi for a sum of Rs.10.0 lakhs (Ten lakhs only), I \_\_\_\_\_ hereby stand as surety, jointly and severally, for the payment of the said amount on the terms mentioned above. In case the student fails to pay on demand a sum of Rs. 10.0 lakhs (Ten lakhs only), I, the said surety, shall without any objection, pay the said due amount to the Hospital/Institute on demand. Copy of latest ITR to be attached.

**Signature:** \_\_\_\_\_

**Name of the Surety:** \_\_\_\_\_

**Pan Card No.:** \_\_\_\_\_

**Aadhar Card No.:** \_\_\_\_\_

**Phone/Mobile No.:** \_\_\_\_\_

(i) In consideration of the bond executed by the student  
(Dr./Ms./Mr. \_\_\_\_\_)  
Son of/daughter of \_\_\_\_\_ resident  
of \_\_\_\_\_

\_\_\_\_\_ in favour of Commissioner, MCD and Medical Superintendent/Director, Hospital/Institute, Delhi for a sum of Rs.10.0 lakhs (Ten lakhs only), I \_\_\_\_\_ hereby stand as surety, jointly and severally, for the payment of the said amount on the terms mentioned above. In case the student fails to pay on demand a sum of Rs. 10.0 lakhs (Ten lakhs only), I, the said surety, shall without any objection, pay the said due amount to the Hospital/Institute on demand. Copy of latest ITR to be attached.

**Signature:** \_\_\_\_\_

**Name of the Surety:** \_\_\_\_\_

**Pan Card No.:** \_\_\_\_\_

**Aadhar Card No.:** \_\_\_\_\_

**Phone/Mobile No.:** \_\_\_\_\_

see (p. 1)





**MUNICIPAL CORPORATION OF DELHI**  
**HOSPITAL ADMINISTRATION DEPARTMENT**  
**OFFICE OF THE DIRECTOR HOSPITAL ADMINISTRATION**  
E 1-Block, 18<sup>th</sup> Floor, Dr. S.P. Mukherjee Civic Centre,  
Jawaharlal Nehru Marg, New Delhi-110002.

**Proforma for regular In-Service Medical Officers of MCD who have qualified NEET – PG 2022  
for reserved DNB seats in Hindu Rao Hospital, RBIPMT and SDN Hospital**

(In collaboration with National Board of Examinations, MOHFW, Govt. of India)

1. Name in Block Letters :-
2. Date of Birth :-
3. Biometric ID No. :-
4. Gender :-
5. Nationality :-
6. Father's Name :-
7. Husband's Name :-
8. Category (SC/ST/OBC/UR/PWD) :-
9. Permanent Address :-
10. Service details :-
  - a. Year of joining Corporation :- .....
  - b. CMSE Batch :- .....
  - c. Aadhar Card No. :- .....
  - d. Present Designation :- .....
  - e. Present Place of Posting :- .....

*Handwritten signature/initials*



**11. Details of Post MBBS Degree / Diploma:**

Examination passed	Institution / Board / University	Year of passing
Post Graduate Diploma Subject :		
Post Graduate Degree Subject :		

**Signature of Candidate**

- Whether any Study Leave / EOL for Higher Studies availed as per Service Book (YES / NO), if Yes, please give details.
- Eligibility of Study Leave (*Under Rule 50 of CCS (Leave) Rules, 1972. According to OM No. A.12034/03/2012-CHS-v dated 02/11/2012*) (YES / NO).
- Eligibility of EOL. (*Under Rule 50 of CCS (Leave) Rules, 1972. According to OM No. A.12034/03/2012-CHS-v dated 02/11/2012*) (YES / NO).

It is verified / certified from the Service Book and Personnel File of the concerned medical officer that all particulars / information filled up in the form are correct and true.

**ACA Concerned**

**DDO Concerned**

**CAMO / MS / DHO (PH) Concerned**

*Accepted*