

MUNICIPAL CORPORATION OF DELHI

(HOSPITAL ADMINISTRATION DEPARTMENT)

18th Floor, Dr. Shyama Prasad Mukherjee Civic Centre, New Delhi-110002.



DATED: 29/12/22

No.:AO(HA)/MCD/HQ/RR/2022/ 743

Subject: -

Public Notice on draft Recruitment Rules for the post of **Nursing Tutor** / **Sister Tutor** in Hospital Administration Department, Municipal Corporation of Delhi.

In compliance of DoPT's OM No.AB.14017/61/2008-Esstt.(RR) dated 13.10.2015, the draft Recruitment Rules for the following post in Hospital Administration Department, Municipal Corporation of Delhi is annexed.

1. Nursing Tutor / Sister Tutor.

The Stakeholders interested having any objections comments or suggestions on the draft Recruitment Rules may do so in writing within a period of 30 days from the date of publication of draft Recruitment Rules to Sh. Vinod Kumar, Administrative Officer (HA), Municipal Corporation of Delhi, 18th Floor, Dr. S.P.M. Civic Centre, Jawahar Lal, Nehru Marg, New Delhi-110002 or e-mail at aoharrs@gmail.com.

Place:- New Delhi

Admn. Officer (HA)-HQ

Hosp. Admn. Deptt./MCD

Copy to: -

- 1. Director (IT)-MCD: with request to upload the same on MCD website portal.
- 2. AO(CED)-MCD: for kind information of Director (P).

NOTIFICATION

No. F	The following	regulations n	nade by the	Municipal
Corporation of Delhi, under section 98 of	the Delhi Munic	cipal Corporation	on Act, 1957 (a	amended in
the year 2011) vide Resolution No c	lated:	In the connec	ction with the	recruitment
for the post of Nursing Tutor / Sister 1	Futor in Munici	pal Corporation	n of Delhi, h	aving been
approved by the Lt. Governor of the Na	tional Capital T	erritory of De	elhi in pursua	nce of the
provisions of sub-section (2) of section 48	0 of the said A	ct read with t	he Governmen	nt of India,
Ministry of Home Affairs, Notification No. 3	3/6/66 Delhi dat	ed the 19 th O	ctober, 1966,	are hereby
published as under:-			82	1250

- Short title and commencement.—(1) These Regulations may be called the Recruitment Regulations for the post of Nursing Tutor / Sister Tutor in Municipal Corporation of Delhi, 2022.
 - 2) They shall come into force on the date of their publication in the Delhi Gazette.
- 2. **Number of posts, classification and scale of pay.** The number of the said post, its classification and the scale of pay attached thereto shall be as specified in columns 2 to 4 of the schedule annexed to these regulations.
- 3. **Method of recruitment, age-limit, qualifications etc. -** The method of recruitment to the said post, age limit, qualifications and other matters relating thereto, shall be as specified in columns 5 to 13 of the schedule aforesaid.
- Disqualification. No person -
 - (a) Who has entered into or contracted a second marriage with a person having a spouse living; or
 - (b) Who, having a spouse living, has entered into or contracted marriage with any person shall be eligible for appointment to the said post;

Provided that the **Municipal Corporation of Delhi**, may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this regulation.

- 5. **Power to relax.** Where the **Municipal Corporation of Delhi** is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing and in consultation of the Government, relax any of the provisions of these regulations with respect to any class or category of persons or posts.
- 6. **Saving.** Nothing in these regulations shall affect reservations, relaxation of age limit and other concessions required to be provided for candidates of Scheduled Castes, Scheduled Tribes, Ex-Servicemen and other special categories of persons, in accordance with the orders issued by the Municipal Corporation of Delhi from time to time, in this regard.
- 7. Repeal.

By order and in the name of the Lt. Governor of the National Capital Territory of Delhi,

Joint Secretary (MB)
Urban Development Department,
Govt. of NCT of Delhi.

SCHEDULE-I

Framing Recruitment Regulations of the post of Nursing Tutor / Sister Tutor in Health Department, Municipal Corporation of Delhi

Form to be filled by the Ministry /Department while forwarding proposals to the Department of Personnel & Training and the Union Public Service Commission for framing Recruitment Rules for posts.

	(a) Name of the posts	Nursing Tutor / Sister Tutor		
ĺ	(b) Name of the Ministry / Department	Municipal Corporation of Delhi		
Ì	(c) Number of posts	.07		
	70.5	*Subject to variation dependent upon workload.		
	(d) Scale of pay	Pay Level-09 of 07 th CPC Pay Matrix		
	§	(Rs.53100-167800/-)		
	(e) Class and service to which the posts belong	Category- 'B'		
	(f) Ministerial or non – Ministerial of F.R. 9 (17)	Non- <mark>M</mark> inisterial		
	Appointing Authority	Commissioner, MCD		
	Duties of the post in detail	A. Teaching		
		 Planning of the teaching programme including an orientation programme in consultation with the Principal/Vice Principal Planning for students' practical experience, ward assignments and vacations in consultation with the Principal/Vice Principal Planning of ward teaching programme with the cooperation and collaboration of Principal/Vice Principal Preparation for classes and demonstrations, displays of educational material on notice board. Teaching of all nursing subjects with assistance from other 		
	*	members of the staff.		
		 Guidance to students in methods of study and use of reference books and library, Individual attention to students when necessary, including individual assignments. Conduct of periodical and terminal tests. 		
		 Organization of seminars, panel discussion, debates etc. Ensuring that students who go in for exanimation fulfil all requirements. 		
		 Regular visits to the hospital wards and departments and other practice fields. 		
		B. Records of students The following records are maintained:		
	a a a a a a a a a a a a a a a a a a a	 Register of attendance at classes, demonstrations, visits, etc. Record of practical experience. Marks of terminal tests and examinations. 		
		Leave account of students. Percents of classes given by purging modified and attention.		
	9 ×	 Records of classes given by nursing, medical and other teacher. 		
	a E	Health Records.		
		Permanent/cumulative record of students.		
		C. Categories of Documents under the control of College Recognition certificate issued by Indian Nursing Council		
	¥ *	Recognition certificate issued by Indian Nursing Council Refiliation certificate with GGSIPU.		
		 Admission criteria approved by GGSIPU 		
		Organizational chart of College Seat Matrix of students as per Central Court. Norms		
		 Seat Matrix of students as per Central Govt. Norms. D. Students Health 		
		Arrangement for initial and periodical health examinations		
		 and maintenance of health records. Periodical visits to students rooms to make sure that they 		
		practice personal hygiene. Organizing recreational and social programmes.		
	n .	E. General		
		 Participating in the selection of students. Supplying time tables of classes to Ward Sister. Maintenance of library, requisition of new books and journal. 		
		Inventory of class room suppliesInventory of class room equipment.		
		Arrangements of functions for prize distribution lamp- lightin ceremony. Any other duty that may be assigned to her from time to time.		
	3	 Any other duty that may be assigned to her from time to time relating to nursing education. F. Educate and direct junior staff. 		
		G. He / She will perform any other duties allotted to him / her b		
		relating to nursing education. F. Educate and direct junior staff.		

	Describe briefly the method (s) adopted for filling the posts hitherto.	Direct Recruitment only.		
5.	Methods of recruitment proposed -	By Direct Recruitment.		
6.	If promotion is proposed as a method of recruitment -	Not Applicable.		
	 (a) Designation and number of the posts proposed to be included in the field of promotion. 	Not Applicable.		
	 (b) Number of years of qualifying service proposed to be fixed before persons in the field become eligible for promotions (As per extent GOI instructions) 	Not Applicable.		
	(c) Percentage of vacancies in the grade proposed to be filled by promotion.	Not Applicable.		
	(d) Have Recruitment Rules been framed for the post proposed in the field of promotion? If framed in consultation with the Commission, please quote Commission's reference No. If consultation with the Commission was not required please attach a copy of rules framed. A copy of the rules should be sent DOPT along with the proposal.	Not Applicable.		
70	(e) If Recruitment Rules were not framed for the posts in the field of promotion;	Not Applicable.		
	(i) Please indicate briefly the method of recruitment actually adopted for filling the posts. Please also state the percentage of vacancies filled by each of the methods.	Recruitment Rules being framed for the first time in Hospital Administration Department, Municipal Corporation of Delhi.		
	(ii) Please state briefly the educational qualifications possessed by the persons in the field of promotion.	Not Applicable.		
	(iii) In case the feeder posts are filled by promotions, the Recruitment Rules for the still lower posts including the lowest post to which direct recruitment is one of the methods of recruitment may be furnished.	i i		
	(f) (i)Is the promotion to be made on selection or non-selection basis?			
(6)	(ii) Reasons for the proposal (i) above.			
	(g) If a DPC exists, what is its composition?	Category: 'B'		
		Departmental Promotion Committee for Promotion / Confirmation:- 1. Addl.Com.(Incharge of the Department Concerned) – Chairperson. 2. DC/ADC/Director of the Department Concerned – Member. 3. Director (P) / AC, CED - Member. 4. Liaison Officer, MCD / Representative of SC/ST – Member. Not Applicable. No suitable candidate in lower post(s).		
	(h) Indicate if the feeder posts are having promotion channels other than the one under consideration.			
•	If promotion is not proposed as a method, please state why it is not considered desirable/possible/necessary.			
•	If direct recruitment is proposed as a method of recruitment please state			
	(a) The percentage of vacancies proposed to be filled by direct recruitment.	100 %		
	(b) Indicate if there are any promotional avenues for the direct recruits?	No		