

GNM NURSING SCHOOL, CIVIL HOSPITAL JALANDHAR
2nd Year (Session 2011-12)

SN	Item	Action to be taken	Officer Concerned	Target Date	Remarks
1	Affiliation of GNM 2nd batch from Indian Nursing Council (INC)	Affiliation fee Rs 5,000/- has been deposited to INC vide DD No. 557105 on 10/2/11	Secretary, INC	–	Depends on INC
2	Affiliation of GNM 2nd batch from Punjab Nurses Registration Council (PNRC)	Affiliation fee of Rs 10,000/- has been deposited to PRNC vide DD No. 557104 on 10/2/11	Registrar PNRC	July, 2011	PNRC team to inspect.
3	School Building- As per INC norms 3 class rooms, labs, library, auditorium & tutor rooms	PHSC has prepared an estimate for Rs 4.62 Cr.	MD PHSC / SE PHSC	6/7/2011	Tenders will appear in the newspaper by 6/7/2011
4	Temporary building for inspection for second year	For auditorium- EENT ward, class rooms at first floor and library rooms to be swapped.	MD PHSC / SE PHSC	–	Move or keep ready.
5	Hostel Building etc.	Present accommodation is 34 and 5 rooms have been occupied for store, recreation room and warden room. The estimate in Para 4 includes about 15 new hostel rooms. Finally the hostel would have 54 hostel rooms and separate room for warden, store and recreation room.	MD PHSC	–	The cost of new estimate is included in the estimate of Rs 4.62 Cr under Item 3.
6	Teaching Staff	As per Annexure.	–	–	Filled up.

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7	Additional Staff	As per Annexure.	MD PHSC / Dr Jaskiran / Principal	–	PHSC has delayed this issue by one year. Kindly fill up these posts immediately.
8	Hostel Staff	As per Annexure.	MD PHSC / Dr Jaskiran / Principal	–	PHSC has delayed this issue by one year. Kindly fill up these posts immediately.
9	Scholarship to students	Various classes like minority and SC etc are available. Kindly get the forms filled in and submit to the department. DFW may kindly get in touch with Director (Welfare) and Director (Social Security) and also report about the departments already giving scholarships to minority classes.	DFW	–	Please expedite
10	Advertisement in Newspaper.	To sponsor the expenses of these poor girls through NRIs or others DFW may kindly get the advertisement.	DFW	–	Please expedite

GNM Nursing School Jalandhar - Staff Position

Annexure

SN	Post	Required according to INC Norms	Remarks
A	Teaching Staff		
1	Principal	1	Available
2	Vice-Principal	1	Available
3	Senior Tutor	1	Available
4	Tutor	15	5 required. To be sanctioned by PHSC and to be filled by DFW.
B	Additional Staff		
1	Stenographer / PA	1	Not posted by PHSC
2	Senior Clerk / Accountant	1	Not posted by PHSC
3	Junior Clerk / Typist	1	Not posted by PHSC
4	Librarian	1	Not posted by PHSC
5	Lab Attendant	1	Not posted by PHSC
6	Driver	1	Posted
7	Cleaner	1	Not posted by PHSC
8	Machine (Xerox) Operator	1	Not posted by PHSC
9	Peon	3	MS CH Jalandhar / Civil Surgeon to arrange from the surplus staff.
10	Safai Sewak	2	Not posted by PHSC
C	Hostel Staff		
1	Lady House Keeper	3	1 available, 2 more required.
2	Cook	7	5 available, 2 more required. To be arranged by PHSC
3	Kitchen / Dining Room Helper	7	-
4	Gardner	2	PHSC to outsource
5	Chowkidar / Security Guard	4 (Male-3, Female-1)	Posted
6	Safai Sewak	3	Not posted by PHSC