

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	June, 2011	PNRC team will come. Team expected next week.
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	30/6/2011	Tenders has not been floated yet. Float tenders by 30/6/2011
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	4/7/2011	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	-	Pending with PHSC
6	Teaching Staff	As per Annexure-A.	MD PHSC / Dr Jaskiran / Principal	-	MD PHSC may kindly get these posts created.

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

SN	Item	Action to be taken	Officer Concerned	Target Date	Remarks
7	Additional Staff	As per Annexure-A.	MD PHSC / Dr Jaskiran / Principal	–	MD PHSC may kindly get these filled up through outsourcing / contract.
8	Hostel Staff	As per Annexure-A.	MD PHSC / Dr Jaskiran / Principal	–	MD PHSC may kindly get these filled up through outsourcing / contract.
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	–	–
10	Advertisement in Newspaper.	To sponsor the expenses of these poor girls through NRIs or others DFW may kindly get the advertisement.	DFW	–	–

GNM Nursing School Jalandhar - Staff Position

Annexure-A

SN	Post	Required according to INC Norms	Remarks
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.
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
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	Not posted by PHSC
5	Chowkidar / Security Guard	4 (Male-3, Female-1)	Posted
6	Safai Sewak	3	Not posted by PHSC