

No./Trg/2023/ 21871

Dated: 28/09/2023

**OFFICE ORDER**

Medical Education Unit of this Institution is hereby re-constituted as under with immediate effect-

- |                     |   |
|---------------------|---|
| 1. Office In-Charge | Principal (Dr. Sanjay Gupta)                    |
| 2. Coordinator      | Dr. Haramritpal Kaur, Assoc. Prof., Aneasthesia |

**Faculty**

- |           |   |
|-----------|---|
| a. Member | Dr. Rajiv Sharma, Prof. & Head, Physiology          |
| b. Member | Dr. Rajiv Joshi, Prof. & Head, Forensic Medicine    |
| c. Member | Dr. Seema Grover Bhatti, Prof. & Head, Obst & Gyane |
| d. Member | Dr. Nitin Nagpal, Prof.&Head, Surgery               |
| e. Member | Dr. Meenakshi Khullar, Prof. & Head, Anatomy        |
| f. Member | Dr. Shashi Kant Dhir, Prof. & Head, Paediatrics     |
| g. Member | Dr. Shilekh Mittal, Prof., Forensic Medicine        |
| h. Member | Dr. Haramrit Pal Kaur, Associate Prof., Aneasthesia |
| i. Member | Dr. Amit Jain, Associate Prof., Pharmacology        |

**Supportive Staff**

- |                                  |                     |
|----------------------------------|---------------------|
| 1. Stenographer/Senior Assistant | Ms. Suman           |
| 2. Computer Operator             | Ms. Ramanpreet Kaur |
| 3. Technician                    | Mr. Rantir Singh    |
| 4. Artist                        | Smt. Keya Sadhukhan |

- 1) MEU will conduct at least two workshop of Basic teachers training of NMC in a year.
- 2) MEU will maintain all the record of credit hours awarded to GGS Medical College, Faridkot in the form of workshop, Seminars, Conferences etc. conducted at the college level.
- 3) MEU will maintain the record of Conferences, Seminars attended by the Faculty of GGS Medical College, Faridkot
- 4) MEU will submit its quarterly report to the Principal, GGS Medical College, Faridkot, positively
- 5) All the Faculty members are instructed to kindly update the relevant information to the MEU whenever they attend or conduct such type of event.

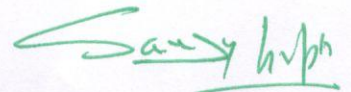
Principal

No./Trg/2023/ 21872-90

Dated: 28/9/23

Copy to:-

- 1) Convener, NMC, Nodal Centre, Health Sciences Block 3<sup>rd</sup> Floor, CMC, Ludhiana
- 2) All HODs, GGSMC, Faridkot for information and a request to sent a copy of every academics training/workshop/program conducted by their department to MEU coordinator for information & record.
- 3) All the concerned .
- 4) Incharge IT cell , GGSMC, Faridkot to upload on college website.
- 5) Notice Boards Boys & Girls Hostel/Library for information.

  
Principal  
28/9/23