

**JAWAHARLAL NEHRU INSTITUTE OF MEDICAL SCIENCES
SOCIETY: POROMPAT, IMPHAL EAST.**

NOTIFICATION

Imphal, the 1st August 2015

No.1/1/Estt/JNIMS/10(Pt.1): In exercise of the powers conferred by the Regulations of the Jawaharlal Nehru Institute of Medical Sciences Society, 2015-16, the President, J.N. Institute of Medical Science Society hereby makes the following rules, namely:

1. Short title and Commencement

- (1) These Rules may be called "The Jawaharlal Nehru Institute of Medical Science Service Rules, 2015".
- (2) They shall come into force with immediate effect.

2. Definitions: In these rules, unless the context otherwise requires-

- (a) 'Basic Medical or Public Health Qualification' means the recognized qualification specified in any of the schedule to the India Medical Council Act, 1956.
- (b) 'Category' means any of the categories of posts included in various Grades in Schedule-I.
- (c) 'Controlling Authority/Appointing Authority' means the Governing Council or President of Governing Council or such other authorities as notified in the Bye laws of the Jawaharlal Nehru Institute of the Medical Science Society.
- (d) 'Duty post' means any post included in Schedule-I.
- (e) 'Executive Committee' means the Executive Committee constituted as per the Regulations of the Jawaharlal Nehru Institute of Medical Sciences Society.
- (f) 'Governing Council' means the Governing Council of the J.N. Institute of Medical Science Society.
- (g) 'Government' means Government of Manipur.
- (h) 'Grade' means any of the grades specified in column-2 of the Table under Rule 4.
- (i) 'President' means the President of the Governing Council of the J.N. Institute of Medical Science Society.
- (j) 'MCI' means The Medical Council of India, New Delhi.
- (k) 'Schedule' means a schedule appended to these rules.

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- (l) 'Scheduled Castes and Scheduled Tribes' have same meaning as in clauses (24) and (25) of Article 366 of the Constitution of India.
- (m) 'Service' means The Jawaharlal Nehru Institute of Medical Sciences Society Service constituted under rule 3.
- (n) 'Teaching Staff' means an officer appointed or deemed to have been appointed as teaching faculty under the provisions of the Rules.

3. **Constitution of the Service:** There shall be constituted a service known as the J.N. Institute of Medical Science Service. The Service shall consist of

- (a) All persons who were appointed to any of the duty posts shown in **Schedule-I** before the commencement of these rules shall be deemed to have appointed to such corresponding grade from the date on which they were so appointed.
- (b) Persons appointed to the service under Rule 6.

4. **Classification, Grade & Scale of Pay/ Band plus Grade Pay:**

- (1) The institute shall adopt for Faculty and Residents the Pay scales as approved by the Governing Council from time to time subject to approval of the State Government.
- (2) In the case of Group B, C, and D employees the Institute shall adopt the pay scales and service conditions of the Government in Health Department in toto.
- (3) **Non-Practicing Allowance:** Persons appointed to the Service in shall not be allowed to do private practice of any kind whatsoever, not excluding consultancy and laboratory practice. Those who are included in Schedule I (i), shall, however, be entitled to a Non-practicing allowance at the rate of 25% of basic pay.

Provided, the scale of pay/pay band plus grade pay for various grades and rate of Non-practicing allowance shown above is subject to revision from time to time at the discretion of Governing Council subject to approval of the State Government.

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5. Authorized strength of the Service:

- (1) The authorized strength of the service is as specified in **Schedule - I**. The strength of the cadre and the sub-cadres shall be revised from time to time as per the needs of the Institute.
- (2) The Governing Council may include any category of post other than the categories included in Schedule - I or exclude any category of posts included in Schedule - I to the Rules.

6. Visiting Professors/Visiting Associate Professors:

Visiting Professors or Visiting Associate Professors may be appointed with the prior approval of the Executive Committee from among the Professors/Associate Professors of RIMS or any other Medical College of the country on fixed emoluments as decided by the Executive Committee in case of non-availability of Professors/Associate Professors in a particular Department.

7. Employee to be whole time Servant:

Unless otherwise provided, the whole time of any employee of the Institute shall be at the disposal of the Institute and he/she may be employed/deployed in any manner required by the concerned authority of the Institute without any claim for additional remuneration.

8. Method of recruitment:

(1) Direct Recruitment:

- (i) Direct recruitment to any grade of the service shall be made on the recommendation of duly constituted Selection Boards for the respective Grades.
- (ii) The Selection Boards shall, after following such procedure for selection of candidates as they deem fit, forward to the President a list, in order of merit, of the candidates who have qualified by such standards as the Selection Boards may determine for

selection in respect of the actual number of vacancies reported from time to time by the Society.

Provided that the Selection Boards may maintain a confidential reserve list for nomination of candidates for vacancies that may arise during the course of succeeding twelve months from the date of selection.

- (iii) The President of the Governing Council may extend the validity of waiting list panel for another period of 6 (six) months beyond the normal 12 (twelve) months.

Explanation - The period of twelve months or eighteen months, as the case may be, shall be reckoned from the date on which the original select list is prepared by the Selection Boards up to and inclusive of the date on which the Selection Boards nominate a person from the reserve list.

- (iv) On receipt of the recommendation of the Selection Boards, the president may satisfy himself after such enquiry as may be deemed necessary and after such examination of physical fitness including medical examination as may be specified by the Government that a candidate is suitable in all respects for appointment. Mere inclusion in the recommended list confers no right of appointment.

(2) Recruitment by promotion:

- (i) Recruitment by promotion to any Grade of the Service shall be made on the recommendation of duly constituted Departmental Promotion Committee for the respective grades.
- (ii) The Departmental Promotion Committee shall forward to the President a list of candidates, in order of merit, of the officers recommended for promotion, taking into account the actual number of vacancies and vacancies likely to arise during the next twelve months.
- (iii) The list shall be valid until the next selection for the same Grade or specified post takes place or a period of twelve months from the date of selection, whichever is earlier.

Provided that the aforesaid period of twelve months may be extended by the President for a further period not exceeding six months.

Provided further that, in respect of a person against whom disciplinary proceedings under the CCS (CCA) Rules, as adopted in the Government are in progress, the recommendation of the

Selection Board shall be kept under sealed cover to be opened only at the conclusion of the proceedings and such person shall not be appointed until he is exonerated from the charges as a result of the proceedings.

- (iv) The qualification for promotion shall be as specified in sub-rule (3) of Rule 9.
- (v) The selection for inclusion in the list shall be based on merit and suitability in all respects for appointment to the Grade with due regard to seniority.
- (vi) The Selection board shall, ordinarily, assess suitability on the basis of records of performance of the officers.

Provided that it shall be open to the Selection Board to interview the officers and to give such weightage as they deem fit for the performance at the interview.

Provided further that if the interviews are held it shall be open to the Selection Board to co-opt subject experts to assist it.

9. Qualifications and Eligibility:

- (1) Age, experience and other qualification for appointment to the post shall be as prescribed in the Schedule.
- (2) In case of direct recruitment or by promotion, the Institute shall follow the Reservation policy as notified by the Government from time to time for recruitment for posts under the State Government.
- (3) The qualifications for recruitment to various grades of the faculty and other employees excluding Director, Medical Superintendent, Additional Medical Superintendent and Deputy Medical Superintendent shall be as specified in **Schedule - II**.
- (4) The qualifications for the posts of Director, Medical Superintendent, Additional Medical Superintendent and Deputy Medical Superintendent shall be as provided in **Schedule- III** of these Rules.
- (5) Every vacancy in the grade of Associate Professors and Professors shall be filled by promotion from amongst eligible and serving Assistant Professors and Associate Professors of JNIMS respectively as per MCI and DCI norms. If no eligible serving Assistant Professors and Associate Professors of JNIMS are available, recruitment through open direct recruitment shall be applied.

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- (6) Every vacancy in the grade of Assistant Professor, Tutor, Demonstrator, Senior Resident, Registrar, Medical Officer (Teaching) including Lady Medical Officer, Medical Officer (Non-teaching) and Junior Resident shall be filled by direct recruitment as per MCI and DCI norms.

Provided the posts of Senior Resident, Tutor, Demonstrator and Junior Resident shall be filled up on tenure basis, failing which by transfer or deputation.

10. Constitution of Selection Committee:

Recruitment on Direct recruitment and on departmental promotion shall be on the recommendation of Selection Committee or Departmental Promotion Committee respectively constituted for the respective grades as follows:

a) *Selection Committee for the post of Director and Medical Superintendent:*

- | | |
|---|------------|
| (i) President of the Governing Council | : Chairman |
| (ii) Vice- President of the Governing Council | : Member |
| (iii) Chief Secretary, Government of Manipur | : Member |
| (iv) Vice-Chancellor, Manipur University | : Member |
| (v) Director or Principal of any other Medical Institute or College | : Member |
| (vi) Administrative Secretary of Health Department | : Member |

(b) *Selection Board for selection of Additional Medical Superintendent / Professor / Associate Professor / Assistant Professor:*

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|--|--------------------|
| (i) Chief Secretary, Govt. of Manipur | : Chairman |
| (ii) Administrative Secretary of Health Department | : Member |
| (iii) Vice Chancellor, Manipur University | : Member |
| (iv) One Subject Expert nominated by Government | : Member |
| (v) Director, JNIMS | : Member Secretary |

(c) *Selection Board for selection of Deputy Medical Superintendent / Tutor / Demonstrator / Senior Resident / Registrar / Medical Officer (Teaching) including Lady Medical Officer / Medical Officer (Non teaching) and Junior Resident:*

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|---|------------|
| (i) Administrative Secretary, Health Department | : Chairman |
|---|------------|

- (ii) Director Health Service, Government of Manipur : Member
- (iii) One Subject Expert nominated by Government : Member.
- (iv) SC/ST member nominated by Government : Member
- (v) Director, JNIMS : Member Secretary

(d) **Selection Board for Grade B employees:**

- (i) Administrative Secretary, Health Department : Chairman
- (ii) Director, JNIMS : Member
- (iii) One Professor to be nominated by Chairman/GC : Member
- (iv) State Government nominee (SC/ST) : Member
- (v) Dy. Director (Administration), JNIMS : Member Secretary

(e) **Selection Board for Grade C & D Employees**

- (i) Director, JNIMS : Chairman
- (ii) One Professor to be nominated by President of Governing Council : Member
- (iii) State Government nominee : Member
- (iv) Deputy Director (Admn) JNIMS : Member Secretary

11. Probation:

- (1) All officers except Director and Medical Superintendent appointed to various Grades of the Service, except in the case of those who are deemed to be permanent on the day on which these rules come into force in so far as the Grade in which they are so deemed to be permanent is concerned, shall be on probation for a period of two years from the date of such appointment.
- (2) The President may extend the period of probation in case of Group A employees, in cases where the performance of the officer during the period of probation is considered to be not satisfactory. In respect of Group B, C and D employees, the Chairman of the Executive Committee may extend the period of probation if the performance is found to be not satisfactory.
- (3) On completion of the period of probation, an officer shall, if considered fit for permanent appointment, be confirmed, subject to availability of vacancies.
- (4) If on the expiration of the period of probation referred to in sub-rule (1) or any extension thereof referred to in sub-rule (2), as the case maybe, the President or the Chairman of the

Executive Council, as the case may be, in consultation with the Governing Council, is of the opinion that a person is not fit for permanent appointment or, if at any time during such period of probation or extension, the President or the Chairman of the Executive Council as the case may be, in consultation with the Governing Council, is of the opinion that the person will not be fit for permanent appointment, on the expiration of such period of probation or extension, may discharge him or revert him to his substantive grade or post or pass such orders as he thinks fit.

- (5) During the period of probation, an officer shall undergo such training as may be prescribed by the Government/Governing Council.

12. Seniority:

Seniority of employees of the Institute in each category shall be determined by the order of merit in which they were selected for appointment to the grade in question; provided

- a) those selected on earlier occasion being ranked senior to the selected later;
- b) the inter-se seniority of employees other than the teaching staff of the Institute shall be determined by the length of continuous service on regular basis in a particular cadre or post.
- c) in case of members recruited by direct appointment, the order of merit determined by the selection committee shall be followed in determining the seniority;
- d) in case two members are appointed on the same date, their seniority shall be determined as follows:
 - (i) A member recruited by direct appointment shall be senior to a member recruited otherwise;
 - (ii) A member appointed by promotion shall be senior to a member appointed by transfer;
 - (iii) In the case of members appointed by promotion on same day, their seniority will be as per the recommendation of the DPC;
 - (iv) In the case of members appointed on transfer from a single cadre or source, their seniority shall be determined

- according to the seniority of such members in the appointments from which they were transferred;
- (v) In case of members appointed by transfer from different cadres or sources, their seniority shall be determined according to their pay, preference being given to a member who was drawing a higher rate of pay in his previous appointment, and if the rates of pay are also the same, then their length of service in those appointments and if the length service is also the same then the member who is older in age shall be senior to a younger member.

Note.1: This rule shall not apply to members appointed on purely provisional basis pending their passing the qualifying test.

Note.2: In the case of members whose probation period is extended, the date of appointment for the purpose of these rules shall be deemed to have been deferred to the extent the period of probation is extended.

13. Selection for appointment in exigencies of service:

Notwithstanding anything contained in these Rules, if the exigencies of the service so require, a duty post in the grade of Professor or Associate Professor for which no eligible candidates is available after following due procedures, the President, in consultation with the Governing Council may constitute a Search Committee which shall submit a list of persons available within the State of Manipur or from any outside source who are otherwise suitable in respect of age, qualification and experience, may be made on such recommendations.

14. Supernumerary Posts:

- (1) In case of exigencies, the President in consultation with the Governing Council may create such supernumerary posts for a period as specified.
- (2) Such supernumerary posts so created shall stand abolished as soon as the term of appointment of the person appointed against such post is terminated, until

and unless the President in consultation with Governing Council decides to continue.

- (3) Further the posts of Professor filled on contract basis by persons after retirement be treated as supernumerary, subject to the condition that they stand abolished after their tenure is completed.

15. Liability of Service:

A member of the Service may be required to serve anywhere within the state as well as on deputation or in Foreign Service to a post under the control of the Central Government, a State Government, any local authority or any Central or State Government undertakings on such terms and conditions as are in force from time to time.

16. Pay and Allowances:

- (a) The Pay band and the grade pay admissible to an incumbent of a duty post shall be as specified in Col.3 of the table under Rule 4 for the grade in which that post has been included.
- (b) When a person is appointed to a Grade, pay admissible to an incumbent of a duty post shall be fixed in accordance with the Fundamentals Rules as adopted by the Government.
- (c) Any person appointed to the service under Rule 6 shall draw initial pay in the pay band and grade pay of the grade to which he is appointed or at such stage as may be fixed under the Fundamental Rules as Adopted by the Government.
- (d) Pay of the re-employed persons: The pay of any person who may be employed in the Institute after retirement from service of the Institute or of the State or Central Government or any Statutory or local bodies administered by the Government shall be fixed in the prescribed scale of pay in accordance with the rules and orders of the Government as amended from time to time and in no case not more than the last pay drawn on the eve of retirement minus the pension, if any.

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17. Age of Superannuation:

- (1) The age of superannuation of the employees of the Institute shall be 60 years for non-teaching staff and 65 years for faculty members. No faculty member shall be Head of Department beyond 65 years of age and Head of Department shall be by rotation for a period of 2 years.
- (2) The services of a teaching faculty can be retained beyond 65 years of age and upto an age of 70 years as per requirement of JNIMS. All such appointments beyond 65 years shall be on contract basis. The eligibility for retention of faculty members beyond 65 years will be based on vacancy and assessment of teaching efficiency, aptitude and physical condition in two slots: 65-68 and 69-70.
- (3) Notwithstanding anything contained in sub-Rule (1) & (2) above, the Appointing Authority shall, if it is of opinion that it is in the public interest to do so have the absolute right to retire any employee of the Institute by giving him/her notice of not less than three months in writing or three months pay and allowances in lieu of such notice if he is in Group A service or Group B service or post and had entered service of the Institute before the age of thirty-five years.
- (4) Any employee of the Institute may by giving notice of not less than three months in writing to the Appointing Authority, retire from service after he has attained the age of fifty years, if he is Group A or Group B service or post and had entered the service of the Institute before attaining the age of thirty-five years and in all other cases after he has attained the age of fifty five years.

18. Pension, General Provident Fund :

- (1) The New Contributory Pension Scheme shall apply to the employees of JNIMS

19. Leave:

- (1) **Study Leave:** Study leave shall be allowed to the permanent employees of the JNIMS as applicable to the employees of the State Government.

- (2) Special casual leave up to a maximum of 15 days in a calendar year maybe granted for attending international / national / regional / conference / training to the faculty members.
- (3) Temporary and permanent employees of the Institute shall be entitled to such leave and leave salary as are admissible to the corresponding categories of the State Government employees under the Central Civil Service (Leave) Rules, 1972 as amended from time to time and as adopted by the Government, provided that the categories of teaching staff viz. (1) Professors (2) Associate Professors (3) Assistant Professors (4) Readers (5) Lecturers in the Institute shall be treated as serving in vacation departments.
- (4) The incumbents on deputation/contract to the Institute as on foreign service shall be governed by relevant Leave Rules as may be stipulated in the conditioned of their deputation/contract.

20. Absence from Duty :

Unless otherwise decided by the President in exceptional circumstances, no permanent employee of the Institute shall be allowed to be away from his/her post, otherwise than on a foreign service or because of suspension, for more than two years at a stretch including the period of leave sanctioned by the competent authority.

21. Conduct, Discipline & Penalties:

- (1) The Central Civil Services (Conduct) Rules, 1964 adopted by the Government shall apply mutatis mutandis to the employees of the Institute.
- (2) Part-IV (Suspension), Part-V (Penalty & Disciplinary Authorities), Part-IV (Procedure for imposing penalty), Part-VII (Appeals), & Part-VIII (Review) of the Central Civil Services (Classification, Control & Appeal) Rules, 1965 as adopted by the Government shall apply mutatis mutandis to the employees of the Institute. Provided that for the purpose of these Rules, Group A, Group B, Group C & Group D posts of the Institute shall correspond to Central Services Group A, Group B, Group C & Group D posts respectively.
- (3) The Appointing Authority, the Disciplinary authority for the

penalties that may be imposed and the appellate authority for the various posts in the Institute shall be as prescribed in **Schedule-IV**.

- (vi) In respect of Central or State Government servants borrowed by the Institute the provision of Rules 20 & 21 of the Central Civil Services (CCA) Rules 1965 respectively shall apply and the Institute shall exercise the functions of the Central or State Government as the case may be for the purpose of the aforesaid rules.

22. **Guidelines:**

The Governing Council may pass and notify Guidelines not inconsistent with these rules, to provide for all matters for which provision is necessary or expedient for the purpose of giving effect these Rules.

23. **Other Service conditions:**

In respect of the matters not provided for in these Rules, the rules as applicable to Government servants such as regarding the general conditions of service, pay, allowances including traveling allowances daily allowances, leave salary, joining time, foreign service term and orders and decisions issued in this regard by the Government from time to time shall apply mutatis mutandis to the employees of the Institute.

24. **Relaxation:**

The President may, in consultation with the Governing Council, relax any provision of these Rules to such extent as may be necessary to ensure smooth functioning of the Institute.

Provided that the power shall not be exercised so as to relax essential qualifications prescribed for appointment by any of the methods specified in these rules (including promotion) or the provisions regarding pension and age of retirement.

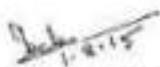
25. Interpretation:

If any question arises relating to the interpretation of these Rules or the Guidelines made there under it shall be referred to the State Government whose decision shall be final.

26. Repeal and savings:

- (a) All provisions of previous rules and orders in respect of matters covered by these rules which were in force immediately before the date of commencement of these rules are hereby repealed.
- (b) Notwithstanding such repeal, any appointment made or issued, action taken or anything whatsoever done under the rules and orders so repealed shall be deemed to have been made, issued, taken or done under the corresponding provisions of these Rules.
- (c) Anything not provided or contained in these rules will be governed by the relevant Rules under the Government.

*By Orders and in the name of the
President, JNIMS Society*


(Dr. L. Deben Singh)
Director, JNIMS

SCHEDULE-I
[See Rule 5]

I. Specified Posts under Teaching Staff and Medical Officers of JNMS:

Sl.No.	Name of Posts	Sanctioned Strength
1	Professor	29
2	Associate Professor	48
3	Assistant Professor	116
4	Tutor/Demonstrator	38
5	Lady Medical Officer	02
6	Sr. Resident	93
6	Medical Officer (non-teaching) / Casualty Medical Officers	11
7	Junior Residents	88
	Total	425

II. The break-up of department-wise allocation of posts listed at I above is as below:

Sl. No.	Department	Professor	Associate Professor	Assistant Professor	Tutor/ Demonstrator/ (including LMO)	Sr. Resident	Junior Resident
1	ANAESTHESIOLOGY	1	4	8	0	14	6
2	ANATOMY	1	3	4	5	0	0
3	BIOCHEMISTRY	1	2	4	5	0	0
4	COMMUNITY MEDICINE	1	3	7	6	0	0
5	DENTISTRY	1	1	4	0	5	4
6	DERMATOLOGY	1	1	2	0	4	4
7	ENT	1	1	5	0	4	4
8	FORENSIC MEDICINE	1	1	2	5	0	0
9	MEDICINE	3	4	10	0	12	15
10	MICROBIOLOGY	2	2	3	4	0	0
11	OBS & GYNAE	2	3	8	0	8	9
12	OPHTHALMOLOGY	1	1	8	0	3	3
13	ORTHOPAEDICS	1	1	7	0	8	6

14	PAEDIATRICS	1	3	6	0	6	8
15	PATHOLOGY	1	4	4	8	0	0
16	PHARMACOLOGY	1	2	2	3	0	0
17	PHYSIOLOGY	1	2	4	4	0	0
18	PMR	1	1	1	0	2	1
19	PSYCHIATRY	1	1	3	0	3	3
20	RADIO DIAGNOSIS	1	1	9	0	6	3
21	RADIOTHERAPY	1	1	2	0	3	0
22	SURGERY	3	4	10	0	12	19
23	TB & CHEST	1	1	2	0	3	3
24	BLOOD BANK	0	1	1	1	0	0
25	CASUALTY	0	0	0	10	0	0
		29	48	116	51	93	88

III. Specified Posts under Non-Teaching Staff of JNIMS:

Sl.No.	Name of Posts	No. of Sanctioned Posts
ADMINISTRATIVE		
1	Director	1
2	Medical Superintendent	1
3	Additional Medical Superintendent	1
4	Deputy Director (Administration)	1
5	Deputy Director (Finance)	1
6	Deputy Medical Superintendent	2
7	Administrative Officer	1
8	Section Officer	4
9	Private Secretary	1
10	System Administrator	2
11	Steno Typist	20
12	Computer Operator	4
13	Stenographer Gr.III	1
14	UDC	4
15	LDC/Record Clerk/Coding Clerk	68
16	Storekeeper cum Clerk cum Computer Operator	20
17	Driver (L)	7
18	Peon	84
19	Office Superintendent	1
20	Office Accountant	1
21	Head Clerk	1

22	Assistant Private Secretary	1
23	Receptionist cum Data Entry Operator	4
24	Record Clerk cum Caretaker	22
25	Chowkidar	4
26	Sweeper	43
27	Daftary	4
28	Cook cum Attendant	14
29	Cook cum Helper	10
30	Cleaner (Ambulance)	2
31	Chief Librarian	1
32	Dy. Librarian	1
33	Documentalist	1
34	Cataloguer	1
35	Library Assistant	4
36	Jr. Architect	2
NURSING		
37	Nursing Superintendent	1
38	Deputy Nursing Superintendent	2
39	Assistant Nursing Superintendent	9
40	Nursing Sister	41
41	Metron	1
42	Staff Nurse	371
43	Public Health Nurse	3
44	Public Health Nurse (Rehabilitation)	1
45	Ophthalmic Nurse	1
46	Endoscopy Nurse	1
47	Medical Social Worker	9
48	Social Worker	1
49	Nursing Orderly	3
50	Psychiatry Social Worker	2
51	Ayah	4
52	Ward Attendant	113
53	Manifold Boy	4
HOSPITAL		
54	Medical Record Officer	1
55	Statistician MRD	1
56	Medical Store Officer	1
57	Assistant Store Officer	1
58	Steward	1
59	Dietician	2
60	Pharmacist (Allopathy)	12

61	Carpenter	2
62	Dresser	1
63	Laundry Operator/Assistant	2
64	Plumber	2
65	Pump Driver	1
PARA CLINICAL		
66	Clinical Psychologist	1
67	Health Inspector/ HA(M)	3
68	Health Educator	3
69	Vocational Counsellor	1
70	Multi Rehab Worker	4
71	Speech Therapist	2
72	Laundry Supervisor	2
73	Ophthalmic Assistant	4
74	Physiotherapist	2
75	Tailor	1
76	Mali cum Water Carrier	1
77	Assistant Engineer (Electrical)	1
78	Technical Supervisor Incinerator	1
79	Field Assistant(Incinerator)	6
80	Chowkidar (Incinerator)	1
81	Stretcher Bearer(ATC)	6
82	Laundry Attendant/Dhold	12
83	Packer	12
84	Sanitary Supervisor	1
85	Workshop Worker (PMR)	6
86	Artist Modeller	1
87	TB & Chest Disease Health Visitor	2
88	Child Psychologist	1
89	Plaster Room Assistant	6
90	Serologist	1
91	Attendant(Lady) Forensic Dept.	1
92	Photographer	1
93	Modeller	1
94	Assistant Modeller	1
95	Veterinary Officer	1
96	Animal Supervisor	1
97	Senior Technician	4
98	Refractionist	1
99	Veterinary Attendant	2
100	Technical Assistant	8

101	Junior Technician	2
102	Dissection Hall Attendants	4
103	Dissector	2
104	Audiologist	2
105	Phono Assistant	2
106	Occupational Therapist	2
107	Animal Attendant	1
TECHNICIANS		
108	Biological Waste Collectors	5
109	Dialysis Room Technician	3
110	ECG Technician	4
111	EEG Technician	2
112	O.T. Technician	12
113	O.T. Assistant	14
114	Manifold Technician	3
115	Electrician	2
116	Lab Technician	92
117	Lab. Attendant	38
118	Lab. Assistant(BB)	2
119	Dark Room Assistant	5
120	Prosthetic & Orthotic Tech.	2
121	Blood Bank Technician	6
122	Technician (Animal Operation)	1
123	CSS Technician	3
124	CSSD Tech. Assistant	5
125	CSS Attendant	5
126	Supervisor/AE (CS)	1
127	CW Technician	2
128	CW Jr. Technician	2
129	Blacksmith/Plumber	1
130	BRM Technician	2
131	Radiographic Technician	8
132	Dental X-Ray Technician	1
133	Dental Technician	4
134	Hearing Aid Technician	1
135	Oxygen Plant Technician	3
136	Audio Visual Technician	3
137	Audio Visual Attendant	3
138	RRIT/MMIT/X-ray Technician	4
TOTAL		1290

SCHEDULE II

(See Rule (9)(3))

1. The qualifications for recruitment to Professor, Associate Professor, Assistant Professor, Tutor, Demonstrator, Senior Resident, Registrar, Medical Officer (Teaching) including Lady Medical Officer, Medical Officer (Non-teaching) and Junior Resident shall be as per the **Minimum Qualifications for Teachers in Medical Institutions Regulations, 1998**, as amended from time to time.
2. The qualifications and eligibility for non-faculty employees of JNIMS shall be as provided in the Recruitment Rules notified by State Government for such posts existing in the State Government. For posts which does not exists in State Government, separate Recruitment Rules may be notified with the approval of the Governing Council.



SCHEDULE III

(See Rule (9)(4))

I. Eligibility and Qualifications for the Post of Director of JNIMS

1. **Method of recruitment:** The post of Director, JNIMS shall be filled on Direct recruitment basis on contract.
2. **Tenure of service:** The appointment of Director, JNIMS shall be initially for a period of 3 (three) years extendable to a maximum of 2 (two) years or upto attaining the age of 65 years whichever is earlier.
3. **Age:** Upper age limit shall not exceed 62 years.
4. **Pay Scale:** Consolidated Pay of Rs.1,30,000/- plus Rs.10,000 Special allowance.
5. **Qualifications:**
 - i. Should possess the recognised Postgraduate medical qualification from a recognized institution
 - ii. Minimum of ten years' teaching experience as Professor/Associate Professor/Reader in a medical college/institution, out of which at least five years should be as Professor in a department.
 - iii. Preference for these appointments may be given to the Heads of the Departments.

II. Eligibility and Qualifications for the Post of Medical Superintendent of JNIMS

1. **Method of recruitment:** The post of Medical Superintendent, JNIMS shall be filled on Direct recruitment basis on contract.
2. **Tenure of service:** The appointment of Medical Superintendent, JNIMS shall be for a tenure of 3 (three) years extendable to a maximum of 2 (two) years or upto attaining the age of 65 years whichever is earlier.
3. **Age:** Upper age limit shall not exceed 62 years.
4. **Pay Scale:** Consolidated Pay of Rs.1,30,000/- plus Rs.8,000 Special allowance.
5. **Qualifications:**
 - i. Should possess the recognised postgraduate medical qualification from a recognized institution
 - ii. Minimum of ten years' of Administrative experience.
 - iii. Preference shall be given to candidates possessing Master degree in Hospital Administration or Hospital Management.

III. Eligibility and Qualifications for the Post of Additional Medical Superintendent of JNIMS

1. **Method of recruitment:** The post of Additional Medical Superintendent, JNIMS shall be filled on Direct recruitment basis on contract.
2. **Tenure of service:** The appointment of Additional Medical Superintendent, JNIMS shall be for a tenure of 3 (three) years subject to a maximum of 5 (five) years or upto the age of 65 years, whichever is earlier.
3. **Age:** Upper age limit shall not exceed 62 years.
4. **Pay Scale:** Consolidated Pay of Rs.1,30,000/- plus Rs.7,000 Special allowance.
5. **Qualifications:**
 - i. Should possess the recognised postgraduate medical qualification from a recognized institution
 - ii. Minimum of eight years' of Administrative experience.
 - iii. Preference shall be given to candidates possessing Master degree in Hospital Administration or Hospital Management

IV. Eligibility and Qualifications for the Post of Deputy Medical Superintendent of JNIMS

1. **Method of recruitment:** The post of Deputy Medical Superintendent, JNIMS shall be filled on Direct recruitment basis on contract.
2. **Tenure of service:** The appointment of Deputy Medical Superintendent, JNIMS shall be for a tenure of 5 (five) years
3. **Age:** Upper age limit shall not exceed 45 years.
4. **Pay Scale:** Consolidated Pay of Rs.70,000/- per month
5. **Qualifications:**
 - i. Should possess the recognised graduate medical qualification from a recognized institution and
 - ii. Master degree in Hospital Administration or Hospital Management
 - iii. Minimum of five years' of experience in hospital administration.

SCHEDULE - IV

[See Rule 21(3)]

The Appointing Disciplinary and Appellate Authority for the various posts in the Jawaharlal Nehru Institute of Medical Science, Imphal, Manipur

Sl No.	DESCRIPTION OF POSTS	APPOINTING AUTHORITY	DISCIPLINARY AUTHORITY COMPETENT TO IMPOSE PANALTIES	APPELLATE AUTHORITY
1	2	3	4	5
1	Director	Governing Council	Governing Council	State Government
2	Professor/ Associate Professor	President, Governing Council	Governing Council	State Government
3	Assistant Professor	Chairman, Executive Committee	President, Governing Council	Governing Council
4	Senior Resident/ Tutor/ Demonstrator	Chairman, Executive Committee	President, Governing Council	Governing Council
5	Junior Resident	Chairman, Executive Committee	President, Governing Council	Governing Council
6	All other Group A and B employees	Chairman, Executive Committee	President, Governing Council	Governing Council
7	All Group C & D employees	Director	Chairman, Executive Committee	President, Governing Council

[Handwritten signature]

J.N. INSTITUTE OF MEDICAL SCIENCES
POROMPAT, IMPHAL-EAST

ORDER

Imphal, the 30th June, 2017

No.01/409/G.C. Meeting/JNIMS, Society/2017; In pursuance of the 25th G.C. Meeting Resolution No. 11 of 23rd May, 2017 Schedule IV of the JNIMS Bye-Law has been amended as follows with retrospectively effect from 1st August, 2015.

Sl. No.	Description of Posts	Appointing Authority	Disciplinary Authority Competent of Impose Penalties	Appellate Authority
1	Director	President, Governing Council	President, Governing Council	State Government
2	Professor/Associate Professor	President, Governing Council	President, Governing Council	State Government
3	Assistant Professor	Chairman, Executive Committee	Chairman, Executive Committee	President, Governing Council
4	Senior Resident/Tutor/Demonstrator	Chairman, Executive Committee	Chairman, Executive Committee	President, Governing Council
5	Junior Resident	Director	Director	Chairman, Executive Committee
6	All other Group-A & B Employees	Chairman, Executive Committee	Chairman, Executive Committee	President, Governing Council
7	All group-C & D employees	Director	Director	Chairman, Executive Committee


(Prof. L. Deben Singh)
Director, JNIMS

Imphal, the 30th June, 2017

Memo. no. 01/409/G.C. Meeting/JNIMS, Society/2017;

Copy to:

1. The PPS to the Hon'ble Chief Minister / President, JNIMS Society, Manipur.
2. The PS to the Hon'ble Health & F.W. Manipur.
3. The Commissioner (Coopn). Govt. of Manipur.
4. The Director of (Printing & Stationary), Govt. of Manipur.
5. The Registrar of Societies, Manipur.
6. The Medical Superintendent, JNIMS.
7. All Concerned HOD, JNIMS.
8. DD(A) / DD(F), JNIMS.
9. The Legal Advisor, JNIMS.
10. Guard file.


(Prof. L. Deben Singh)
Director, JNIMS