

GOVT. MEDICAL COLLEGE HOSPITAL,
SECTOR 32-B, CHANDIGARH - 160030

NOTICE

With a view to redress the grievance of any person against the functioning/system of Govt. Medical College & Hospital, Chandigarh, a Grievance Redressal Monitoring System has been functioning in GMCH, Chandigarh.

Any aggrieved person can file his/her grievance through on-line and/or by writing to the authorities and/or by dropping his/her grievance/suggestion/complaint in the Complaint boxes.

Procedure to file On-line grievance :

1. Firstly, any aggrieved person can directly accessing to Chandigarh Administration Website www.chandigarh.gov.in, then click at "HOW DO I" and then click on "SUBMIT GRIEVANCE" and select department's name as "Government Medical College & Hospital, Chandigarh".
2. Secondly, by approaching "e-Jan Sampark Centres" spread across the city and with the assistance of designated official, file his/her grievance.
3. For filing On-line grievances, Mr. Anil Kumar Moudgil, Private Secretary, has been designated as Nodal Officer for Grievance Redressal Monitoring System in respect of Govt. Medical College & Hospital, Chandigarh.

Complaint/Suggestion Boxes :

Various Complaint Boxes have been installed at different places, where an aggrieved person can drop his/her grievance/ suggestion/complaint.

A 04 members Committee, consisting of the following members, has been constituted to look after these suggestions, complaints, grievances, etc. :

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| 1. Dr. (Mrs.) Kanchan Kapoor
Prof. & Head, Deptt. of Anatomy | - Chairperson |
| 2. Dr. R.K. Bansal,
Asstt. Prof.-cum-DMS, Deptt. of Ophthalmology | - Member |
| 3. Dr. Sanjeev Palta,
Assoc. Professor, Deptt. of Anaesthesia | - Member |
| 4. Mr. Ram Kumar,
Medical Social Worker | - Convenor |

This Committee meets in the first week of every month.

Endst. No. GMC-Py CARD-15/67-86

Dated: 14.1.15

A copy is forwarded to the following for circulation amongst every staff member for information and necessary action :

1. Addl. Director (Admn.), Govt. Medical College, Chandigarh.
2. Medical Superintendent, GMCH, Chandigarh.
3. All HODs, Govt. Medical College & Hospital, Chandigarh.
4. Deputy Medical Superintendent-I & II, Govt. Medical College, Chandigarh.
5. Deputy Controller (F&A), Govt. Medical College, Chandigarh.
6. Assistant Controller (F&A)-1 & II, Govt. Medical College, Chandigarh.
7. Assistant Registrar (Academic), Govt. Medical College, Chandigarh.
8. Grievance Redressal Officer-cum-Private Secretary, GMC, Chandigarh
9. Librarian, Govt. Medical College, Chandigarh.
10. Nursing Superintendent, Govt. Medical College Hospital, Chandigarh.
11. Chief Dietician, Govt. Medical College Hospital, Chandigarh.
12. All Office Superintendents, Govt. Medical College, Chandigarh.
13. All Store Officers, Govt. Medical College Hospital, Chandigarh.
14. System Analyst, GMC, Chandigarh, for e-circulation to all staff.
15. Dispensary Superintendent, GMCH, Chandigarh.
16. Director Physical Education, Govt. Medical College, Chandigarh.
17. Incharge, Communications, Govt. Medical College, Chandigarh.
18. PA/DP, Govt. Medical College, Chandigarh.
19. All Notice Boards, Govt. Medical College, Chandigarh.

H. S. Sood 13.1.15
Director-Principal,
Govt. Medical College,
Chandigarh.

7/12/15