

Government of NCT of Delhi
Dr. B.R. Sur Homoeopathic Medical College, Hospital & Research Centre,
Nanak pura, Moti Bagh, Delhi-110021 Ph. No. 011-24105298
(Affiliated to Guru Gobind Singh Indraprastha University)

Dated 20.4.2026

F.No.1 (281)/2014/SHMC/1496

OFFICE ORDER

In suppression of previous orders, the various Committee of this Institution are reconstituted as under with immediate effect:

S. No	Committee	Members of the Committee	Dealing Assistant	Link Official
01.	Academic /NCH Committee Attendance Monitoring Committee	Principal, Chairperson Dr. Archana Narang. - Incharge Dr. Sandhya Rastogi. Member Dr. U. Rajeev Nair - Member. Dr Sonal Pihal AP - Member Dr. Khan Sheeba Salem , AP - Member Dr Yalam Tatak, AP - Member	Sh. Hardeep Jangra, Jr. Asstt.	Sh. Amit Kr. Yadav, Sr. Asstt.
02.	University Examination (PG)	Dr. Rajeev Nair - Incharge Dr. Sana Khan, AP - Member Dr Sonal Pihal AP - Member	Sh. Amit Kr. Yadav, Sr. Asstt.	Sh. Hardeep Jangra, Jr. Asstt.
03.	University Examination (UG)	Dr. Amar Bodhi, Prof.- Incharge Dr. Sunil Kumar, AP- Member Dr. Gurdeep Dhiman, AP- Member	Sh. Amit Kr. Yadav, Sr. Asstt.	Sh. Hardeep Jangra, Jr. Asstt.
04.	University Admission (UG)	Dr Sunil Verma- Chairman Dr. Gurdeep Dhiman, AP- Member Dr. Akash Kumar Sen, AP- Member Dr Nagesh AP- Member	Sh. Amit Kr. Yadav, Sr. Asstt.	Sh. Hardeep Jangra, Jr. Asstt.
05.	University Admission (PG)	Dr. Archana Narang, Prof. - PG Coordinator Dr. Surabhi Khatta, AP- Member Dr Nagesh AP- Member	Sh. Amit Kr. Yadav, Sr. Asstt.	Sh. Hardeep Jangra, Jr. Asstt.
06.	Cultural Activities, Camps & Mela	Dr. Archana Narang.-Nodal Officer Dr. Sandhya Rastogi, Link Nodal Officer Dr. Shih Narayan Jana- Member Dr. Sana Khan, AP- Member	Sh. Hardeep Jangra, Jr. Asstt.	Sh. Amit Kr. Yadav, Sr. Asstt.
07	Drug Proving in Homoeopathy	Dr. Sandhya Rastogi- Nodal Officer Dr. Amar Bodhi- Member Dr. Rajeev Nair-Member	Sh. Hardeep Jangra, Jr. Asstt.	Sh. Amit Kr. Yadav, Sr. Asstt.





08	Sports Activities	Dr. Sunil Verma . Nodal Officer. Dr. Nagesh - Member Dr.Gurdeep Dhiman-Member Dr Sheeba Khan , Member	Sh. Hardeep Jangra, Jr. Asstt.	Sh. Amit Kr. Yadav, Sr. Asstt.
09	Anti Ragging Committee	Principal- Chairman / HOD Dr. KG Mahabole-Nodal Officer Dr. Sandhya Rastogi - Link Nodal Officer Dr. Prabir Manna-NO (Security) Dr. Rashi Malik- Psychologist, Member Student CR from each year	Sh. Amit Kr. Yadav, Sr. Asstt.	Sh. Hardeep Jangra, Jr. Asstt.
10	Scholarship Committee (EWS/SC/ST/OBC/Gen)	Dr. Sandhya Rastogi-Nodal Officer Dr. Archana Narang-Membe Dr. Rajeev Nair-Member Dr. Yelem Tatak- Member	Sh. Amit Kr. Yadav, Sr. Asstt.	Sh. Hardeep Jangra, Jr. Asstt.
11.	Student Election	Dr. S N Jana- Nodal Officer Dr. Sana Khan- Member Dr. Irene Thomas- Member Dr Sonal Pihal – Member	Sh. Amit Kr. Yadav, Sr. Asstt.	Sh. Hardeep Jangra, Jr. Asstt.
12	Gender Champion, All AISHE activities, Student Welfare, Placement Cell, Ethical Committee	Dr. Archana Narang- Nodal Officer Dr. Amar Bodhi- Member Dr. Sonal Pihal- Member Dr. Khan Sheeba Saleem, AP- Member	Sh. Amit Kr. Yadav, Sr. Asstt.	Sh. Hardeep Jangra, Jr. Asstt.
13 (a)	IT Committee & Hospital Computerization & internet connectivity	Dr. Rajeev Nair – Nodal Officer, & I/c Computer Lab Dr Gurdeep Dhiman , AP-Member Dr.Nagesh, AP, - Link Officer Dr.Akash Sen , AP- Member	Sh. Ravi Kant Sharma, Tech. Supervisor	Sh. Yazuvender, Programmer (Outsource)
14 (a)	Web Site Management	Dr. R. C. Bawiskar, Nodal Officer Dr. Surabhi Khatta, AP- Member Dr. D. Nagesh, AP- Member	Sh. Ravi Kant Sharma, Tech. Supervisor	Sh. Yazuvender, Programmer (Outsource)
14 (b)	Biometric Attendance Committee	Dr. R. C. Bawiskar (Regular Staff) Link- Dr. Rajeev Nair, Proff. Dr. Prabir Manna (Contractual Staff) Link- Dr. Surbhi Khatta	Concerned Dealing Assistant	
14 (c)	Cyber Security Committee	Dr. Shweta Tiwari, Nodal Officer - Member	Computer Programmer	

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15.	E-Office	Dr. D. Nagesh, AP- Member Sh. Raj kumar Meena , SO-Nodal Officer Dr. Shib Narayan Jana- Link Officer Sh. Manjit Singh, ASO- EMD Manager	(Outsource) Sh. Pradeep Kumar, Sr. Asstt. Computer Programmer (Outsource)	Vice Versa
16.	E-SPARROW / E- HRMS	Sh. Raj kumar Meena, Nodal Officer, Mrs Rafat Begum . Link Officer	Sh. Pradeep Kumar, Sr. Asstt. Computer Programmer (Outsource)	Ms. Lalita, Jr. Asstt.
17.	Right to Information Act	Dr. Sandhya Rastogi- PIO Dr. Akash Kumar Sen- APIO	Sh. Manjit Singh, ASO	Sh. Pradeep Kumar, Sr. Asstt.
18	Disaster Management Committee	Medical Superintendent- Chairperson Dr. Amar Bodhi- Nodal Officer Dr. S N Jana- Link Nodal Officer Dr. Richa Verma- Member Ms. Alka Kujur, Sr. Nursing Officer- Member Sh. Laxman Singh, Nursing Officer- Member Security Guard on duty (02 in Nos.)- Member Incharge- CATS Ambulance- Member	Sh. Shri Krishan, OT Asstt.	Sh. Hardeep Jangra, Jr. Asstt.
19.	Tender Opening & Technical Evolution Committee	Dr. KG Mahabole- Chairperson Dr. S N Jana- Link officer Dr. Sandhya Rastogi- Member Secretary Dr. Gurdeep Dhiman- Member Section Officer- member AAO- Member Ms. Alka Kujur- Member	Sh. Mahesh Agrawal, Pharmacy Officer (NFG)	
20.	Purchase Committee	Dr. KG Mahabole- Chairperson Dr. S N Jana- Link officer Dr. Sandhya Rastogi- Member Secretary Dr. Gurdeep Dhiman- Member Section Officer- Member AAO- Member Ms. Alka Kujur- Member	Sh. Mahesh Agrawal, Pharmacy Officer (NFG)	
21	Anti Tobacco Committee	Dr. Richa Verma, AP-Nodal Officer Dr Shweta Tiwari - Link Officer - AP Sh. Mukesh Kumar Jat, Nuringng	Sh. Harish Gulliya, Radiographer	Programmer (Outsource)

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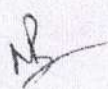
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		Officer- Member Sh. Mahesh Kumar, Nursing Orderly- Member President Student Council- Member		
22	RCH Activities / Family Welfare/ DSP Activities	Dr. Sandhya Rastogi- Nodal Officer Dr. Surabhi Khatta- Member Smt. Veerlata- Member Sh. Yogesh Aggarwal- Member	Ms. Rachna Abha, Statistical Assistant	Sh. Harish Gulliya, Radiographer
23	Library	Dr. K G Mahabole- Nodal Officer Dr. Yalem Tatak - AP - Member Dr. Sonal Pihal- Member	Sh. Ravi Kant Sharma, Tech. Supervisor Sh. Shri Krishan, OT Assistant	Vice Versa
24	Sexual Harassment Committee / Internal Complaint Committee	Dr. Archana Narang- Chairperson Dr. Sandhya Rastogi- Member Dr. S N Jana- Member Dr. Navita Bagadi- Member Section Officer- Member NGO representative- Member	Sh. Manjit Singh, ASO	Sh. Kundan. Sr. Asstt.
25	Canteen Committee	Dr Surabhi Khatta , Nodal Officer Dr.Shweta Tieari. AP- Link Nodal Officer Dr.Yalem Tatak, AP- Member	Ms. Lalita, Jr. Assistant	Sh. Nitesh Taneja, Sr. Asstt.
26.	Person with Disabilities Committee with for staff & Students	Dr. Amar Bodhi - Chairperson Dr. S N Jana- Member Section Officer- Member President Student Council (for student matter only)- Member	Sh. Amit Kumar Yadav, Sr. Asstt.	Sh. Hardeep, Jr. Asstt.
27	Student Grievance Redressal Committee	Dr. Sandhya Rastogi, Chairperson Dr. K G Mahabole- Member Dr. Rajeev Nair- member Dr. Rashmi Malik- Councilor- Member President Student Club- Member	Sh. Amit Kr. Yadav, Sr. Asstt.	Sh. Hardeep Jangra, Jr. Asstt.
28	Medical Store	Dr. S N Jana- Store Officer Dr. Gurdeep Dhiman - Joint Store Officer Dr. Yelem Tatak- Member	Sh. Deepak Kumar,	Sh. Mahesh Agrawal, Pharmacy Officer (NFG)
29.	General Store	Dr. S N Jana- Store Incharge Dr. Gurdeep Dhiman.- Joint Store Officer Dr. Surabhi Khatta- Member	Sh. Mahesh Agrawal. Pharmacy Officer (NFG)	Sh. Deepak Kumar, Sr. Pharmacist,
30.	PWD (Civil/Electric/	Dr. Amar Bodhi- Nodal Officer Dr. Sunil Kumar-Member	Ms. Lalita, Jr. Asstt.	Sh. Harish Gulliya,

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	Horticulture)	Dr. D. Nagesh- Member		Radiographer.
31.	Condemnation Committee(Ge neral & E-waste), Record Weeding Out	Dr. Amar Bodhi- Nodal Officer Dr. K G Mahabole- Member Dr. S N Jana- Member Dr. Akash Kumar Sen- Member AAO- Member SO (Admn)- Member	Sh. Hardeep Jangra, Jr. Asstt.	Sh. Kundan, Sr. Asstt.
32	E-Dietary Committee /Diet	Alka Kujur - Nodal Officer Dr. S N Jana- Member Dr. Sonal Pihal - Member	Ms. Lalita, Jr. Asstt.	Sh. Nitesh Taneja, Sr. Asstt.
33	Outsource {Security, Sanitation, Nursing Orderly, Lab Attendant, DEO, Programmer}	Dr. Prabir Manna- Nodal Officer Dr. Sunil Kumar- member Dr. Surabhi Khatta- Member Dr. Richa Verma- Member Section Officer- Member	Sh. Pradeep Kumar , Sr. Asstt.	Ms. Lalita, Jr. Asstt.
34	Washing & Linen	Alka Kujur , Nodal Officer Dr. S.N.Jana- Member Dr. Yalem Tatak- Member Sister Incharge (IPD/OPD)- Member	Ms. Lalita, Jr. Asstt.	Sh. Nitesh Taneja, Sr. Asstt.
35.	Vehicle	Dr S N Jana – Nodal Officer Dr Gurdeep Dhiman ,AP- Link Officer Dr. Yalem Tatak- Member	Sh. Nitesh Taneja, Sr. Asstt.	Ms. Lalita (Vehicle)
36	Rogi kalian Simiti	Dr. S N Jana- Nodal Officer Dr. Prabir Manna- Member Dr. Sonal Pihal- Member	Sh. Nitesh Taneja, Sr. Asstt.	Sh. Kundan (RKS)
37.	Bio Medical Waste	Dr. Manisha Thakur- Nodal Officer Dr . Navita Bagri- Link Nodal Officer Smt. Sheela Kapil- Member Nursing Officer (OPD)- Member Smt. Shanno, Sanitation staff- Member	Ms. Priyanka Srivastava, MLT	Ms. Meenakshi Devi, MLT
38.	Mosquito Abetment Committee	Dr. Dr. Richa Verma Nodal Officer Dr. Gurdeep Dhiman- Member Dr. Sonal Pihal, Member Sister In charge (OPD/IPD), Member	Ms. Priyanka Srivastava, MLT	Ms. Meenakshi Devi, MLT
39.	Kayakalp Committee	Dr. Prabir Manna, Nodal Officer (Kayakalp) Dr. Manisha Thakur- Member	Ms. Priyanka Srivastava, MLT	Ms. Meenakshi Devi. MLT

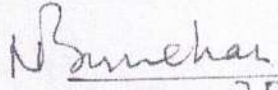
		Nursing Officer Incharge (IPD/OPD)- Member Smt. Sheela Kapil- Member		
39 (a)	Swachhachta/ General Waste/Environ ment and Climate Change Committee	Dr. Archana Narang, Professor- Nodal Officer, Dr. Manisha Thakur- Member Ms. Sheela Kapil, MLT-Member Nursing Officer Incharge- OPD/IPD	Ms. Meenakshi Devi, MLT	Ms. Priyanka Srivastava, MLT
40	Internal Scientific Committee	Medical Superintendent- Chairperson Dr. R C Bawiskar- Member Dr Amar Bodhi -Member Dr. Archana Narang- Member Dr Sandhya Rastogi – Member	Sh. Amit Kumar Yadav, Sr. Asstt.	Sh. Hardeep Jangra, Jr. Asstt.
41	Hospital Infection Control Committee	Medical Superintendent- Chairperson Dr. K G Mahabole- Nodal Officer Dr. Manisha Thakur- member Nursing Offier Incharge (IPD/OPD)- Member Smt. Priyanka Srivastava, MLT- Member Sh. Shri Krishan- OT Asstt.- Member Smt. Kamlesh- NO- Member Smt. Shanno- Sanitation staff, Member	Ms. Meenakshi Devi, MLT	Ms. Priyanka Srivastava, MLT
42.	HMIS	Dr. Sandhya Rastogi- Nodal Officer Dr. Pramod K.- Member Dr. Navita Bagadi- Member	Ms. Rachna Abha, Statistical Assistant	Ms. Veer Lata, Nursing Officer
43	OBC/SC/ST/ Welfare Committee	Dr. S N Jana- Nodal Officer Dr. Prabir Manna- Member Dr. Yelem Tatak- Member Dr. Sana Khan- Member Ms. Veerlata, Member	Sh. Harish Gulliya, Radiographer	Sh. Shri Krishan, OT Asstt.
44	MACP Screening Committee	Dr. R C Bawiskar- Chairperson Dr. Amar Bodhi- Member Dr. Sunil Kumar- Member SO (Admin)- Member	Sh. Ravi Kant Sharma, Tech. Supervisor	Sh. Shri Krishan, OT Asstt..
45	Equal Opportunity	Dr. S N Jana- Nodal Officer Dr. Khan Sheeba Saleem- Member	Sh. Hardeep Jangra, Jr. Asstt.	Sh. Amit Kumar Yadav, Sr. Asstt.

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	norities Committees			
46	Vigilance /Grievance (including PGMS, CPGRAM, LG Listening post & 1031	Dr. Pramod K.- Vigilance Officer Dr. R C Bawiskar- Member Secretary Dr. Akash Sen - Member	Sh. Manjit Singh, ASO	Sh. Pradeep Kumar, Sr. Asstt.
47	Quality Control, NABH, NQAS and related activities	Dr. Amar Bodhi, Nodal Officer Dr. Prabir Manna- Member Dr. Surabhi Khatta- Member Nursing Officer Incharge (IPD/OPD)- Member	Sh Ravi Kant Sharma, Tech Supervisor	Sh Harish Gulliya, Radiographer
48	Code Violet Committee	Medical Superintendent- Chairperson Dr. R C Bawiskar- Member Secretary Dr. Satya Jain- Advisor Dr. Pramod K.- Member Dr. K G Mahabole- Member Dr. Amar Bodhi- Member Dr. Sanjeev Aggarwal- Member Ms. Alka Kujur, SNO, representative of Nurisng staff- Mamber Dr. Honey, JR- representative of Junior Residents- Member	Sh Harish Gulliya, Radiographer	Sh Ravi Kant Sharma, Tech Supervisor
49.	Next Gen E- Hospital	Module- Health Facility Configuration, OPD Configuration, Dr Pramod K – Nodal Officer IPD Configuration, IPD Admission & Discharge, Billing - Dr S N Jana – Nodal Officer Dr Akash Kumar Sen - Link Officer, Dr.Sunil Verma - Link Nodal Officer} Module – Abha Scan & Share, Appointments, (Dr Akash Kumar Sen) Nodal Officer, Dr. Sunil Verma – Link Nodal Officer} Module-Allied Service {Dr. Sandhya Rastogi- Nodal Officer, Dr. Sonal Pihal- Link Nodal Officer} Module- Lab Information System (Dr. K G Mahabole- Nodal Officer, Dr. Manisha Thakur- Link Nodal	Sh. Deepak Kumar, Sr. Pharmacist	Sh. Mahesh Agrawal, Pharmacy Officer (NFG)

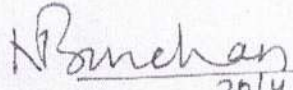
	Officer) Module- Radiology Information System, OT, Ambulance (Dr. S N Jana- Nodal Officer, Dr. Prabir Manna- Link Nodal Officer) Module- OPD Clinic (Dr. Pramod K.- Nodal Officer, Dr. Sunil Verma - Link Nodal Officer) Module- IPD Clinic, Dietary, Laundry (Dr. S.N.Jana 1 - Nodal Officer, Ms. Alka Kujur- Link Nodal Officer) Module- MRD (Ms. Alka Kujur- Nodal Officer, Ms. Alka John- Link Nodal Officer) Module- Store & Inventory (Dr. S N Jana- Nodal Officer, Sh. Deepak Kumar & Sh. Mahesh Agrawal- Link Nodal Officer) Note – Overall Nodal Officer of Next Gen E- Hospital – Dr. Rajeev Nair, Dr Akash Kumar Sen Link to Nodal Officer		
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(Dr (Prof) Neena Mehan) 20/4/21
Principal / HOD
Dated:

F.No.1 (281)/2014/SHMC/

Copy to:

1. PPS to Principal
2. DMS
3. HOO
4. SO (Admn) / SO (Planning) / AAO
5. Officers and Officials concerned
6. Guard File


(Dr (Prof) Neena Mehan) 20/4/21
Principal / HOD

