

OFFICE OF THE PRINCIPAL PT. JAWAHAR LAL NEHRU GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHAMBA,
HIMACHAL PRADESH

No. GMC/CBA/Stu.Sec./MBBS Admission/2026-27-17760-92 Dated: - 11-8-2026

OFFICE ORDER

In order to ensure the smooth, transparent, systematic and timely completion of the MBBS admission process for the Academic Session 2026-27, a Scrutiny Committee is hereby constituted for the scrutiny and verification of the original certificates and other relevant documents submitted by the candidates. The details of the Committee members are as under:-

Sr. No.	Name & Designation	Assigned the duty
1.	Dr. Sridhar Rao Professor & Head Dept. of Microbiology	Nodal Officer
2.	Dr. Harpreet Singh Associate Professor Dept. of Pharmacology	Member
3.	Dr. Ashish Chaudhary Associate Professor Dept. of Pathology	Member
4.	Dr. Shweta Sethi Associate Professor (Designated) Dept. of Microbiology	Member
5.	Dr. Daisy Dwivedi Assistant Professor Dept. of Anatomy	Member
6.	Dr. Hanish Kumar Rana Assistant Professor Dept. of Physiology	Member
7.	Dr. Gourav Katoch Tutor Dept. of Biochemistry	Member

Duties and Responsibilities of the Committee

The members of the Document Scrutiny Committee shall perform the following duties:-

1. The members shall report for duty at 09:00 AM on all MBBS admission days and remain present until completion of the document verification process for the day.
2. The Committee shall carefully scrutinize each and every document prescribed under the applicable admission guidelines and verify its authenticity, completeness and eligibility.
3. Any discrepancy, deficiency, inconsistency or doubtful document noticed during scrutiny shall be immediately brought to the notice of the Nodal Officer, (Dr. Sridhar Rao) MBBS Admissions.
4. The members shall not proceed on leave during the notified admission period. In case of unavoidable absence due to exceptional circumstances, prior approval of the competent authority shall be obtained and a suitable replacement shall be nominated with due intimation to the Principal and Nodal Officer, so that the admission process is not affected.
5. The Committee shall maintain strict confidentiality, impartiality and transparency throughout the admission process.

6. The members shall exercise due diligence while scrutinizing the credentials of candidates and shall remain accountable for any lapse attributable to negligence or failure to properly verify the prescribed documents.

The above Committee shall function under the overall supervision of the Principal and Nodal Officer, MBBS Admissions, and shall ensure strict compliance with the admission schedule and applicable guidelines.

Note:- As per MCC, New Delhi Schedule , all Saturday/ Sundays and Gazetted Holidays will be treated as working days. Therefore the Nodal Officers / Scrutiny Committee /Medical Board and other supporting staff are hereby directed to attend the Office on Sunday/ Gazetted Holidays as and when required during admission to the MBBS under All India Quota and State Quota, there will no periodic reminders.



Principal
Pt. Jawaharlal Nehru Government Medical
College & Hospital Chamba, H.P

Copy to:- 17760-92

1. The Academic Coordinator & Nodal Officer, MBBS Admissions, Pt. JLN GMC&H, Chamba, for information and necessary action.
2. The Nodal Officer Admission Pt. JLN GMC& H Chamba for information.
3. All the HoDs Pt. JLN GMC & H Chamba for information
4. All concerned members of the Committee for compliance.
5. Nodal Officer, Website, Pt. JLN Government Medical College & Hospital, Chamba for information and with the direction to upload the same on the official website of the College
6. Guard file.



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