



Office of the Principal & Controller

# Mahatma Gandhi Medical College & Hospital

MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY, JAIPUR

(Sponsoring Body : India Education Trust)

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19<sup>th</sup> July, 2025

## OFFICE ORDER

In reference to the public notice issued by the National Medical Commission (NMC) dated 08.07.2025 and in compliance with this directive and with the objective of establishing a transparent, accessible, and responsive system for grievance redressal, the “**Grievance Redressal Committee**” of Mahatma Gandhi Medical College & Hospital, Jaipur is hereby constituted as follows:

S. No.	Name	Dept. & Designation	Constitution
1.	Dr. N. D. Soni	Principal & Controller	Chairman
2.	Dr. M. S. Rathore	Chief Warden, Hostel	Special Invitee
3.	Dr. R. C. Gupta	Emeritus, Prof. Physiology	Special Invitee
4.	Dr. Aparna Garg	PHOD, Physiology	Member Secretary
5.	Dr. Manju Raghav	PHOD, Pathology	Member
6.	Dr. Manju Bhashkar	PHOD, Psychiatry	Member
7.	Dr. Rajaat Vohra	PHOD, Community Medicine	Member
8.	Dr. Pankaj Kumar Singh	PHOD, Anatomy	Member
9.	Dr. Sanjay Choudhary	PHOD, Forensic Medicine	Member
10.	Dr. Rajkamal Kanojia	Prof., Gen. Surgery	Member
11.	Dr. Bushra Fiza	Prof., Biochemistry	Member

### The committee shall ensure the following:

- Function as the primary institutional body for receiving, reviewing, and addressing grievances raised by students, parents, faculty, and staff.
- Ensure timely investigation, documentation with evidence based, and resolution of complaints while maintaining confidentiality and fairness.
- Conduct periodic meetings to monitor the status of grievances and follow-up actions.
- Maintain records of all complaints received and actions taken, and submit periodic reports to the competent authority.

This order is issued with the approval of the competent authority and comes into immediate effect.

*(Signature)*  
(Dr. N. D. Soni)

Principal & Controller

### Copy for necessary information & action please:

- EA/PS to the Chairperson, MGUMST
- PS to the Emeritus Chairperson, MGUMST
- PS to the Managing Trustee, MGUMST
- PS to the President, MGUMST
- PS to the Pro-President, MGUMST

- PS to the Registrar, MGUMST
- All the Heads of the Departments
- The Concern Members of the Committee
- Guard File

*(Signature)*  
(Dr. N. D. Soni)  
Principal & Controller