

NAIR HOSTEL COMMITTEE
T.N. MEDICAL COLLEGE & B.Y.L. NAIR CH. HOSPITAL, MUMBAI

Rules for P.G. Hostel

- (1) Providing residence to the resident doctors is the responsibility of the institution. However. There cannot be any provision like married accommodation.
- (2) All hostel rooms will be allotted on sharing basis. This will be including even exam going broad specialty and all the super specialty residents.
- (3) Exam going residents will be given preference over non-exam going residents.
- (4) There will be no preferences of any particular branch over other. And the general allotment policy will be adopted. Retaining the rooms of the concerned departments, will be tied to the best possible extent in order to ease the process of allotment.
- (5) Registered candidates will be given a preference over non-registered candidates (HO/SR).
- (6) Regarding accommodation for SMOS /SSMOS, as at present administration is not bound to provide them accommodation by virtue and nature of their post, appropriate on-call room/ emergency duty facility only in case where on call lecturer room is already not provided. Would be considered as per the availability.
- (7) On-call lecturer room to be provided for lecturer of Medicine. Gen. Surgery. OBGY. Anesthesia, Forensic Medicine. One room in new RMO to be kept as On-call AMOS room.
- (8) Allotment will be done on a unanimous decision by the hostel committee Exam going residents should vacate the rooms within 5 days of their last practical examination, of MUHS. Residents are instructed to hand over room key to respective warden before leaving premises.

The allotment list to be displayed on Dean Office's notice board and one copy will be kept with respective warden. Resident need to sign in warden's copy after occupying the concerned room. The PG Hostel list will be updated as and when required and maintained by the warden.
- (10) Resident who is not following/ obeying hostel rules, giving false information to the warden and if found guilty will be severely punished in the form of expulsion from the hostel temporarily or permanently.
- (11) Concerned HOD and HC (NRE) are required to intimate warden about the resignation/ termination/ long leaves / maternity leave or absence of any resident doctor, so as to update the hostel list.
- (12) While shifting from one room to another, shifting of furniture will not be permitted and if anything needed to be scraped it should be brought to the notice of the warden and due procedure to be followed.
- (13) Electrical appliance usage in the hostel is not permitted and electrical appliances if found, during the round will be confiscated and the said resident will be expelled from the hostel. It will be the responsibility of the ASO to see to it that the transportation of personal electrical appliances is prohibited at the entrance itself. ASO should direct strictly patrolling at hostel premises to curb the usage of electrical appliances
- (14) Resident need to strictly follow the allotment list. No mutual exchange of rooms will be allowed, failing to which, will be considered as violation of hostel rules and will be liable for severe action in the

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form of expulsion from the hostel. HODs are told to do the counseling and participate in maintaining hostel rules and regulations.

(15) The department HODS are requested to inform the warden in writing in following cases: -

- The resident is absent for a period of more than 3 months from his duty.
 - Maternity leave application of the resident doctors
 - Term drop.
 - Any medical problem cited by the resident doctor which is of concern (like infectious disease, psychiatric illness etc. And consideration for single room is required
 - Any other reason which the HOD feels should be intimated to the warden.
- All such rooms will be confiscated and re-allotted with due procedure on completing the requisite formalities of joining back on duty. This will avoid misuse of the said room and also keep the warden updated.

(16) Residents belonging to faculty which do not demand their presence on duty after evening hours and residing in the suburbs of Mumbai will be given rooms only if available and approved by the undersigned with HOD's recommendations.

(17) Allotment of the room will be null-void. If the resident fails to take the possession of allotted rooms within 10 days of allotment. Problems if faced any, during the shifting should be immediately brought to the notice of the warden within the stipulated time.

(18) Rooms allotted to the specific individual in the given framework of rules will also imply taking orderly and the reasonable care of fittings and fixtures & no alterations of any nature shall be carried out or undertaken without prior intimation /written permission of the competent authority.

(19) Outsiders / relatives/ spouse/ pets etc. Will not be allowed in the hostel rooms as it is a security and health hazards and responsibility will be fixed upon.

(20) Maintaining the cleanliness of the room will be the sole responsibility of the occupant of the room. However, the cleanliness will be done by duty servant/ personnel appointed for maintenance / housekeeping purpose. Resident's cooperation is ordered.

(21) Males will not be allowed (including doctor. Colleague, relatives etc.) in the female hostel wings.

(22) No Dabbawalla. Newspaper boy. Milkman, courier boy. Pizza boy etc. Will be allowed inside female wings. Resident Doctor has to collect all the deliveries at the entrance only. Any resident not complying should be reported.

(23) P.G. Hostel accommodation is free and resident need not pay anything to anybody.

(24) Rooms with unreasonably high electricity bills are inspected and if any electric appliances are found such as AC/Microwave/heating coil/cooking coil, etc... Appliances will be confiscated and resident will be expelled from the hostel.