OFFICE OF THE SECRETARY TO BOARD OF GOVERNORS MEDICAL TEACHING INSTITUTION (MTI), NOWSHERA

(KHYBER PAKHTUNKHWA)

(Phone No: 0923-920511)

8-146/SEC/BoGs/MTI/NSR

Dated: 37/03/2025

"34th BoGs Meeting Minutes, held on Dated: 27-03-2025"

MINUTES OF THE 34TH MEETING OF THE BOARD OF GOVERNORS, MTI, NOWSHERA

- The 34th Meeting of the Board of Governors, MTI, Nowshera, was held on 27th of March, 2025, 26th Ramazan, 1446 AH, Thursday at 12:00 Noon, in the conference room of Qazi Hussain Ahmad Medical Complex, MTI, Nowshera. The following attended the meeting;
 - 1. Mohammed Ishfaq Khan In Chan

In Chair (Not Available)

- 2. Kashif Ali Shah (Hon'ble; Chairman, BoGs, MTI, Nowshera, Mr. Mohammad Ishfaq Khan, Nominated Mr. Kashif Ali Shah (Advocate), Member, BoGs, MTI, Nowshera, as Acting Chairman, for only 34th BoGs Meeting under KP, MTI, Reforms Act-2015, Section-5, Sub-Section-6, in his absence, vide Notification No.123-132/SEC/BoGs/MTI/NSR Dated: 27/03/2025).
- 3. Bakht Baz Khan
- 4. Dr. Gulman Shah
- 5. Shabnan Khattak
- 6. Adnan Naveed Babar
- 7. Muhammad Waleed Akhtar
- 8. Meher Ali

(Secretary BoGs)

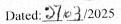
Invitees:

- i. Prof. Dr. Anwar Khan Wazir (Dean, NMC, Nowshera)
- ii. Assistant Prof. Dr. Kamran Hakeem Khan (Hospital & Nursing Director, QHAMC, Nowshera)
- iii. Associate Prof. Dr. Sardar Sohail Afsar (Medical Director, QHAMC, Nowshera)
- 2. The meeting was started with recitation from the Holy Quran. The agenda items were taken up for discussion one by one and decision made therein as under;

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OFFICE OF THE SECRETARY TO BOARD OF GOVERNORS MEDICAL TEACHING INSTITUTION (MTI), NOWSHERA (KHYBER PAKHTUNKHWA)

(Phone No: 0923-920511)



No. 138-146/SEC/BoGs/MTI/NSR
"34th BoGs Meeting Minutes, held on Dated: 27-03-2025"

GENDA	DESCRIPTION	ACTION BY
ITEM		
NO.	Agenda Items;	
1.	List of Equipments Required for Department of Ophthalmology.	
		MD
	<u>DECISION</u> :-	
	The Board directed the Medical Director to take up the matter with	
	the Hagnital Director and Finance Department of QHANC and	
	approach the Finance Department, Govt. of Khyber Pakhtunkhwa, 101	
	the approval of budget for the purchase of the equipments. Respectively. Assistant Professor. Cardiology, for IBP	
2.	Dr. Kasnii Altai, Assistant Trolessor,	
	Incentive.	
	The Medical Director recommended the IBP Incentive to Dr. Kashif	
	Altaf, AP, Cardiology, as he provided services as IBP Consultant.	MD
	DECISION:-	MD
	The Board directed the Medical Director to do the needful in	
	accordance with the analogy of other IBP Consultants incentives.	
	House Job Policy.	
3.	기가 가장 하는 사람들이 있다면 하는 사람들이 가장 하는 것이 되었다.	
	Medical Director presented to the Board, the following House Job	
	Deliev has been drafted and put up for approval and amendments in	
	any in order to streamline administrative and financial issues with	
	regard to House Job. i. The "House Job Induction Committee" will interview	
	applicants and will sign Appointment Orders jointly.	
	ii (105) slots shall be distributed in Departments keeping in	
	view patients influx and HR of concerned specially.	
	::: The said Committee shall seek documents for House Job	
	from all candidates along with NMC, Graduates, and will	
	interview them along with Tive,	
	iv. The Public Sector Medical Graduates of KPK will be 02 nd	
	iv. The Public Sector Medical Gladuates of Refer with priority for induction as House Officer after NMC,	
	Graduates	
	v. Whereas, other Provinces Public Sector Medical Graduates,	
	1 11 1 - O2rd priority	
	vi. Private Medical Colleges, Graduates of KPK shall be 04 th	
	vii. Private Medical Colleges, Graduates of other Provinces	
	shall be 05th priority	-
	Parsian Medical Graduates shall be 06" priority.	1 ()
	. The Committee shall keen other than NMC, 1105, or	1 - th
	waiting list for (02) months. Once an NMC, HO, who does	

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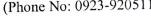
Dated: 37/03/2025

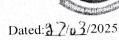
"34th BoGs Meeting Minutes, held on Dated: 27-03-2025" ACTION DESCRIPTION **AGENDA** BY ITEM NO. not submit arrival or resign / left, then the HO on the waiting list shall be appointed on his vacant slot in the respective department. The Private Medical Colleges, and Foreign Medical X. Colleges / Universities, in light of Honorable; Supreme Court of Pakistan decision in HRC No.38513/2018, shall be required to pay stipend to their graduates at the specified rate. They shall also submit NoC of their respective College / University of Graduation, that their parent institution will pay the stipend. In case Private Medical College / Foreign Medical Graduate xi. is selected on merit in interview, his / her institute must deposit amount equal to (01) year of House Job stipend at specified rate in Hospital Bank Account before issuance of House Job Appointment Order. Hospital Account Section shall disbursed the said amount to xii. concerned HO on monthly basis in response to duty at OHAMC, Nowshera. The concerned Private Medical Graduates and FMGs shall xiii. ensure this step / mechanism prior of interview, otherwise, they will not be entertained in the interview. No over and above induction shall be made on paid slots, xiv. otherwise, the concerned appointing authority shall be held responsible for legal and administrative repercussions. House Job shall commence from a fixed date and if any one XV. HO failed to submit arrival by stipulated time then his slot will be automatically vacant. Furthermore, a House Officer shall be appointed from the waiting list upon requisition by the Chairman of the concerned Department. Biometric Attendance shall be mandatory and Certificates / xvi. Testimonials shall be issued to only those HOs who have (75%) attendance in respective wards. As House Job is full time, residential and paid, therefore, xvii. each House Officer shall complete minimum (72) hours duty in a week. HOs shall be granted (02) Casual Leaves per month only. xviii. They are not entitled to more than (02) leaves in a month. (01) Year House Job shall be continuous and no one shall xix. be allowed to freeze House Job otherwise the concerned House Officer shall give resign. House Job Certificate shall be issued within (05) working XX. days upon submission of clearance form. All House Officers shall be required to submit (06) months xxi.

latest passport size picture along with clearance form for

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OFFICE OF THE SECRETARY TO BOARD OF GOVERNORS MEDICAL TEACHING INSTITUTION (MTI), NOWSHERA (KHYBER PAKHTUNKHWA) (Phone No: 0923-920511)





No. 133-146 /SEC/BoGs/MTI/NSR
"34th RoGs Meeting Minutes, held on Dated: 27-03-2025"

	"34th BoGs Meeting Minutes, held on Dated: 27-03-2025"	ACTION
GENDA	DESCRIPTION	BY
ITEM		υ,
NO.	100	
	issuance of House Job Certificate.	
	xxii. (05) Explanations / Warnings shall result in Termination of	
	House Job.	
	xxiii. All matters related to House Job shall be managed by House	
	Job Section in order to maintain privacy of record /	
	documents and to avoid forgery.	
	xxiv. All Clinical Departments shall maintain record of	
	testimonials issuance, dispatch, verification and future	
	Departmental Testimonials shall not be issued dispatch	
	number from Medical Director Officer anymore. Each	
	Department shall issue the testimonials at Departmental	
	Letter Head and must have email or cell number of the	
	concerned Chairman / Chairperson / HoD. Whereas, Incharge, HO Section shall facilitate HOs with regard to their	
	charge, HO Section shall facilitate from with regard to the	
	Certificates / Testimonials composing works only. XXV. All the House Officers shall ensure to submit clearance	
	form within (01) month upon completion of their House Job	
	and in case of failure they shall be fined Rs.200/- per day on	
	account of late submission.	
	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
	House Job.	MD
	<u>DECISION</u> :-	
	The Board endorsed the above House Job Policy of Medical Director,	
	QHAMC, MTI, Nowshera, for new induction of House Officers.	
	QHAMC, MTI, Nowsnera, for new induction of floude of floude	
4.	SPRs and TRs Job Status.	
		MD
	<u>DECISION</u> :-	
	The Board directed the Medical Director to put up the case in next	
	BoGs Meeting along with the all necessary documents.	
	Foreign Medical Graduates Writ Petition for Stipend.	
5.	Foreign Medical Graduates with Tethton for Superior	
	DECIGION.	MD
	<u>DECISION</u> :-	
	The Board directed the Medical Director to get the Legal Opinion of	
	Legal Advisor of MTI, Nowshera, on the said matter at the earliest.	
	Main Operation Theater, Surgical Technicians, Critical Care	
6.		
	Allowance.	1
	The Medical Director recommended the Critical Care Allowance for	M
	the Main Operation Theater, Surgical Technicians, on the analogy of	11
	the Main Operation Theater, Surgion 75	