## OFFICE OF THE DIRECTOR OF MEDICAL EDUCATION A.P.HYDERABAD

Rc.No.48851/E1-ABC/2014-2

## CIRCULAR

Sub: APMES - Preparation of DPC and Screening Committee proposals for the panel year 2013-2014 for promotion to the post of Professors / Associate Professors – Certain information called for from the institutions under the control of Director of Medical Education - Req.,

Ref: 1. G.O.Ms.No.32, HM&FW (A2) Dept., dt. 2-2-2010. 2. G.O.Ms.No.303, HM&FW (A1) Dept., dt. 24-2-2012.

In order to prepare necessary proposals for promotion to the posts of Associate Professors and Professors for submitting DPC proposals to Government for conducting DPC for promotion to the post of Professors as well as Screening Committee proposals for the post of Associate Professors for the panel year 2013-2014, all the Heads of the Institutions under the control of Director of Medical Education are directed to furnish the following information for considering the eligible candidates for promotion to the cadre of Professors and Associate Professors.

- 1. Service particulars (only in prescribed proforma enclosed) in respect of eligible Associate Professors and Assistant Professors who have completed requisite teaching experience in the cadre of Associate Professor and Assitant Professor as per MCI norms alongwith soft copy (CD).
- 2. ACRs (for the last five years ie., for the period from 2008-2009 to 2012-2013)
- Vacancy position (existing and all arising vacancies upto 31-8-2014) of 3. Professors and Associate Professors in all specialities (Clinical, Non-Clinical and Super Specialities)
- 4. Particulars of presently working Professors / Associate Professors of all specialities belonging to SC / ST community alongwith their date of retirement.
- 5. Annual Property statements of the Assistant Professor/ Associate Professor.

Further all the Heads of the institutions are requested to furnish the above information in the prescribed proforma only (without any deviation) in both hard and soft copies on or before 15.3.2014 by special messenger.

> Sd/-Dr.K.Venkatesh Director of Medical Education I/c

Dated: 10-3-2014

//t.c.f.b.o.//

Superintendent

To

All the Principals of Medical Colleges in the state under DME Control All the Superintendents of Teaching General Hospitals in the state under DME

ANNEXURE													
(MEANT FOR ASSISTANT PROFESSORS)													
Name of the Doctor and Speciality	Date of Entry into Service as C.A.S.	Date of appointment as Asst. Prof.	Date of Regularisatio n of Service in the initial Cadre	Date of Declaration of Probation	Social Status	Total period of T.E. Completed in the cadre of Asst. Prof. as on 31-8-2013 (any period of leave exceeding 30 days in a calender year shall not be reckoned towards Teaching Experience)	8-2013 (In		whether the	Details of Punishment	Whether the C.R's for the past Five years for the period from 2008 2013 enclosed		Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14

Sd/-Dr.K.Venkatesh Director of Medical Education I/c

**ANNEXURE - II** 

(MEANT FOR ASSOCIATE PROFESSORS)													
Name of the Doctor and Speciality	Date of Entry into Service as C.A.S.		Social Status	Date of Working as Asso. Prof.		Departments 4 Years T.E. shall be	Whether any charges pending against the doctor / whether the doctor is under period of punishment now	Whether doctor has 2 Research Publications	I )otaile of	Whether the doctor is eligible for promotion as Professor	Whether the C.R's for the past Five years for the period from 2008-09 to 2012-13 enclosed	Whether the doctor has foregone/relin quished promotion previously ( if so to state the number of times foregone promotion)	
1	2	3	4	5	6	7	8	9	10	11	12	13	14

Sd/-Dr.K.Venkatesh
Director of Medical Education I/c