



**Notice Inviting Application (NIA) for engagement of Bank's Medical Consultant (BMC) on Contractual Basis with Fixed Hourly Remuneration, Reserve Bank Staff College (RBSC), Reserve Bank of India (RBI), Chennai**

1. **Applications** are invited from eligible candidates for rendering services as **Bank's Medical Consultant (BMC)** on contractual basis, two in number (one unreserved and one Other Backward Classes (OBC)) with fixed hourly remuneration for dispensary at the Reserve Bank Staff College, No. 359, Anna Salai, Teynampet, Chennai – 600 018. The application should reach the Principal, Reserve Bank Staff College, No. 359, Anna Salai, Teynampet, Chennai – 600 018 on or before **5 PM on October 20, 2021**.

- (i) The applicant should possess MBBS degree of any recognized University in the allopathic system of medicine;
- (ii) Applicants having post graduate degree in General Medicine can also apply for the post;
- (iii) The applicant should have a minimum of 2 (two) years of experience practicing medicine in any hospital or clinic as Medical Practitioner;
- (iv) The applicant should have his / her own dispensary or place of residence within a radius of 15 kms from the Reserve Bank Staff College dispensary at the aforementioned location;
- (v) The contract for engagement will be for a period of three years from February 01, 2022. There will not be any renewal of engagement on completion of 3 years i.e. January 31, 2025; and
- (vi) The duty hours and the rate of remuneration (as envisaged now) is tabulated below:

Location	Working hours		Remuneration
Reserve Bank Staff College, No. 359, Anna Salai, Teynampet, Chennai – 600 018	Monday to Friday	09:00 AM to 11:00 AM	₹1000/- per hour  Out of total monthly remuneration so payable, a sum of ₹1,000/- per month shall be treated as conveyance expense.
		01:00 PM to 02:30 PM	
		04:30 PM to 06:00 PM	
	Saturday	09:00 AM to 11:00 AM	

- (vii) Reserve Bank of India reserves the right to review the rate of remuneration from time to time and **alter the duty hours of dispensary at its discretion** in case it becomes expedient to suit administrative and operative requirements. The total number of hours may be increased to 30 hours (maximum) in a week in case of requirement.

- (viii) Interested and eligible candidates may please make an Application in the attached format as at [Annex III](#). The application should be sent in a cover superscripted "**Application for the post of Medical Consultant on Contractual Basis (with fixed hourly remuneration)**".
- (ix) Candidates seeking reservation as OBC, shall have to produce a certificate in the prescribed proforma ONLY, meant for appointment to posts under the Government of India from the designated authority indicating clearly the candidate's caste, the Act / Order under which the caste is recognised as SC/ST/OBC and the Village / Town the candidate is ordinarily a resident of. They must also ensure that the name of their caste / community and its spelling in their caste/community certificate should be exactly as mentioned in the lists notified by the central government from time to time (for OBC category, list of castes recognized by the Government of India as OBC castes in the central list is available on the site <http://www.ncbc.nic.in>). A certificate containing any variation in the caste name will not be accepted. Further, the OBC certificate should also clearly indicate that the candidate does not belong to creamy layer as defined by the Government of India for applying to posts and services under the Central Government.
- (x) The OBC claim of a candidate will be determined in relation to the State (or part of the State) to which his / her father originally belongs. A candidate who has migrated from one State (or part of the State) to another should, therefore, produce an OBC certificate which should have been issued to him / her based on his / her father's OBC certificate from the State to which his / her (father) originally belongs.
- (xi) Engagement of Other Backward Classes (OBC) candidate on contract basis is provisional and is subject to Verification of the Caste Certificate from the competent authority. If the verification reveals that the claim to belong to Other Backward Classes (OBC) is false, the services of such candidate shall be terminated forthwith without assigning any further reason and the Bank reserves the right to take such legal action as it may deem fit.

## 2. Selection Procedure:

- (i) The Reserve Bank Staff College, Reserve Bank of India, Chennai will be conducting an interview for selection of two Bank's Medical Consultants (BMCs) on contract basis, with fixed hourly remuneration. The candidate is required to attend the interview at the Reserve Bank Staff College, Reserve Bank of India No. 359, Anna Salai, Teynampet, Chennai 600018.

- (ii) Selection will be made through interview of eligible candidates. The College reserves the right to raise the minimum eligibility standards, etc., in order to limit the number of candidates to be called for interview. The decision of the College in this regard will be final. The College will not entertain any correspondence with the applicants who have not been called for the interview;
- (iii) The shortlisted applicant/s after interview will be subjected to medical tests as per prescribed norms before engagement of their services as the Bank's Medical Consultant. The cost of these medical tests will have to be borne by the applicant/s;
- (iv) Candidates selected for the post will be engaged, subject to their being found medically fit, completion of verification of documents and acceptance of Terms and Conditions of Contract as per [Annex I](#) and Code of Conduct as per [Annex II](#); and
- (v) The selected applicant has to sign an agreement for Contract with the College before engagement of their services as Medical Consultant (on contract basis) with fixed hourly remuneration.

**Engagement of the services of Bank's Medical Consultant (on contractual basis) with fixed hourly remuneration, Reserve Bank Staff College (RBSC), Reserve Bank of India (RBI), Chennai**

**Terms and Conditions of Contract**

1. To attend to the dispensary at the Reserve Bank Staff College, Reserve Bank of India, No. 359, Anna Salai, Teynampet, Chennai – 600 018, for duty hours as mentioned in the Notice Inviting Applications (NIA) or for longer periods as may be necessary, excluding Bank holidays subject to the condition that the dispensary will not be kept closed for two successive days;
2. To give advice free of charge, prescribe medicines and administer injections free of charge to the trainee officers of the College and members of the staff including touring staff of the College / Bank, the members of their families including dependent parents and retired employee members / their spouses who are members of the Medical Assistance Fund Scheme, who present themselves during the prescribed time (the timings and / or duration may be changed as and when considered necessary by the Bank). To be available for consultation at private clinic in urgent cases in respect of employees of the College / Bank at any time with charges at the rate prescribed in schedule. The schedule of charges applicable to staff / officer of the Bank would be made available on request;
3. To provide the facilities referred to in paragraph (2) above to the relatives of the employees who have opted for dispensary facilities from the College dispensary and facilitate recovery of charges from the employees, if any;
4. To perform duties similar to those of a General Medical Practitioner irrespective of whether post-graduate or other medical qualifications possessed / acquired in future. To ensure that the qualifications held or acquired by the Bank's Medical Consultant (BMC) in future shall not restrict the BMC in rendering services required of a General Medical Practitioner. If as per any stipulations by the Indian Medical Association, the qualification held or acquired by the BMC comes into conflict with the College's requirements as indicated above, to work as a General Medical Practitioner, it may be ensured that no liability or responsibility on this account devolves on the College under any circumstances and shall indemnify and keep indemnified the College at all times against the same;
5. The duties of the Medical Consultant at the College will also include the following, apart from other requirements as mentioned above:
  - i. Treatment of minor and major illness of the trainee officers, employees and their dependents, retired staff enrolled with the College dispensary;

- ii. Treatment of the trainee officers, employees and their dependents, retired staff in emergency cases brought to the dispensary or in the departments or in the College's premises or outside the College's premises and reference to appropriate Hospitals whenever called upon to attend, even when such necessity arises outside normal working hours;
  - iii. Administration of all types of injections - The responsibility for administering all types of injections rests with the BMC for any untoward reaction. As a rule, administration of injections by the Pharmacists in BMC's absence is to be discouraged. Training the Pharmacists to administer routine and simple type of injections when the work is heavy; and
  - iv. Important dressings and minor surgeries are to be handled only by the BMC. In case, the pharmacist has the requisite competence, routine dressings may be handled by him / her.
6. To visit any member of the staff / trainee officers staying in the Flats / Hostel whenever required and submit a report on their health. For such visits, the BMC will be paid as per the schedule of the rates fixed by the Bank.
  7. To issue certificate in support of leave on medical grounds wherever necessary and countersign the certificates produced by the employees from other qualified medical practitioners, if satisfied about the genuineness of the case.
  8. To attend to the officers and members of their family at their residence when required by them and will be entitled to charge them a visit fee or consultation fee, as fixed by the Bank having regard to local conditions. The visit fee / consultation fee, so fixed, will be inclusive of charges for administration of injections, etc. No other charges should be levied for such visits.
  9. If and when required to do so, a certificate to be issued in such form as may be prescribed by the Bank / College from time to time as to the state of health and / or fitness for service of any employee or any prospective employee who may be selected for appointment at any Office of the Bank.
  10. To issue order forms (prescribed) on the approved chemists of the College for supply of special / costly drugs or injections required for curative purpose to the staff and forward copies thereof for payment of the relative bills.

11. To facilitate in securing hospital facilities, in case the employees of the College or their dependents (for indoor hospitalization under Direct Settlement facility) require such facilities in the hospital.
12. In case of cardio-vascular or other major emergencies and accidents, to accompany the patient to the hospital, if the BMC is available at the location.
13. To inspect the College premises / Officers' Flats / Officers' Lounge once a fortnight and report whether they are kept in a sanitary and hygienic condition.
14. To do prophylactic inoculations for typhoid, etc., and vaccination for small-pox whenever necessary.
15. To submit an annual report as on the 31st March in the prescribed form on the general health of the staff.
16. Responsible for the proper storage of medicines and their distribution and arrangement for maintenance of all necessary records for the purpose.
17. To advise on drug indents prepared by the pharmacists and to counter-check the drug stock-balance and consumption on a weekly basis.
18. To give professional opinion including reasonableness of the cost of treatment pertaining to the various items of medical claims as and when the same are referred.
19. To attend to any other work assigned by the College from time to time relating to administration of Bank's Medical Facilities Scheme and Medical Assistance Fund Scheme, including dispensary facility as are generally performed / required to be performed by a General Medical Practitioner.
20. The remuneration is fixed at Rs.1000/- per hour of duty for the entire 3 years of contract. The fixed remuneration is payable on a monthly basis. Further, no superannuation benefits, viz., Pension, Provident Fund or Gratuity, etc., will be payable. No leave would be admissible. No perquisites / facilities would also be made available. If required to attend to the Dispensary on any public holiday, compensation at Rs.1000/- per hour would be paid. Taxes on the income would be deducted at sources as per extant rates and Government Notifications.

21. In the event of BMC's absents from duty, substitute arrangements, acceptable to the College in terms of qualification and experience, shall be made by the BMC at his / her own risk and cost.
22. To adhere to the Code of Conduct for Medical Consultants of the College as given in [Annex - II](#) of this terms and conditions.
23. The administrative control of the BMC will be with The Principal, Reserve Bank Staff College, Reserve Bank of India, Chennai.
24. The contract will be valid for a period of three years from the date of engagement, subject to accepting the terms and conditions in [Annex I](#) and adhering to the code of conduct of the College as given in [Annex - II](#).
25. The engagement under the contract is temporary. No claim by the BMC, on the basis of this contract, for regular employment in the Bank or for pay and perks payable to regular employees of the Bank, shall be entertained, at any stage.
26. The College reserves the right to review the rate of remuneration from time to time and alter the duty hours and location of dispensary at its discretion in case it becomes expedient to suit administrative and operative requirements.
27. The contract is terminable during the period of the contract, upon three months' notice by either side or payment of three months remuneration calculated on the basis of hours per month in lieu thereof.
28. Any dispute arising on account of the contract shall be subject to the jurisdiction of the Courts in Chennai.

**Code of Conduct for engaging services of Bank' Medical Consultant on hourly basis on fixed remuneration, Reserve Bank Staff College (RBSC), Reserve Bank of India (RBI), Chennai**

1. Every Medical Consultant shall observe, comply with and obey all orders and directions which may from time to time be given to him / her by any person or persons under whose jurisdiction, superintendence or control he / she may for the time being be placed.
2. Every Medical Consultant shall maintain the strictest secrecy regarding the College's affairs and the affairs of its constituents and shall not divulge, directly or indirectly, any information of confidential nature either to a member of public or the College's staff, unless compelled to do so by judicial or other authority or unless instructed to do so by a superior officer in discharge of his / her duties.
3. Every Medical Consultant shall serve the College honestly and faithfully and shall use his/her utmost endeavors to promote the interests of the College and shall show courtesy and attention in all transactions.
4. No Medical Consultant shall take an active part in politics or in any political demonstration or stand for election as member for a Municipal Council, District Board or any Legislative Body.
5. No Medical Consultant shall become or continue to be a member or office-bearer of or be otherwise directly or indirectly associated with, any trade union or a federation of such trade union or resort to or in any way abet, any form of strike or participate in any violent, unseemly or indecent demonstration in connection with any matter pertaining to his / her terms and conditions of contract.
6. No Medical Consultant shall contribute to the press anything relating to the affairs of the Reserve Bank Staff College / Reserve Bank of India without the prior sanction in writing from the College or publish any document, paper or information which may come into his/her possession in his / her capacity as Medical Consultant of the College.
7. A Medical Consultant shall not solicit or accept any gift from any employee.
8. A Medical Consultant shall not absent from his / her duties without the permission of the College and making alternate arrangement acceptable to the College during his / her absence. Such alternate arrangement shall not exceed five days at a time.
9. A Medical Consultant shall not outsource his / her service to the College.



10. A Medical Consultant shall -

- a) strictly abide by any law relating to intoxicating drinks or drugs in force in any area in which he may, for time being, happen to be;
- b) not be under influence of any intoxicating drink or drug while on duty and shall also take care that performance of his / her duties at any time is not affected in any way by the influence of such drink or drug;
- c) refrain from consuming, in a public place, any intoxicating drink or drug;
- d) not appear in public in a state of intoxication; and
- e) not use any intoxicating drink or drug to excess.

**Explanation:** The terms "public place" would include clubs, even exclusively meant for members where it is permissible for members to invite non-members as guests, bars and restaurants, public conveyance and all other places to which the public have or are permitted to have access, whether on payment or otherwise".

11. No Medical Consultant shall indulge in any act of sexual harassment of any woman employee at work place.

**Explanation:** For this purpose, "Sexual Harassment" shall include such unwelcome sexually determined behaviour, whether directly or by implication as:

- a) Physical contact and advances;
- b) demand or request for sexual favours;
- c) sexually coloured remarks;
- d) showing pornography; and
- e) any other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

12. The contract is liable to be terminated, if a Medical Consultant is arrested for debt or on a criminal charge or is detained in pursuance of any process of law.

13. Medical Consultant shall not give, solicit or receive nor shall offer to give solicit or receive, any gift, gratuity, commission or bonus in consideration of or return for referring, recommending or procuring of any patient for medical, surgical or other treatment. A Medical Consultant shall not directly or indirectly participate in or be a party to act of division, transference, assignment, subordination, rebating, splitting or refunding of any fee for medical, surgical or other treatment.

14. The provision at S. No. 13 above shall apply with equal force to the referring, recommending or procuring by a Medical Consultant or any person, specimen or material for diagnostic purposes or other study / work.

15. The contract is liable to be terminated in case a Medical Consultant commits a breach of code of conduct of the College mentioned above or terms and conditions of the contract accepted by him / her, displays negligence, inefficiency or indolence or knowingly does anything detrimental to the interests of the College or in conflict with its instructions or is guilty of any other act of misconduct.

## APPLICATION FORM

## RESERVE BANK STAFF COLLEGE, RESERVE BANK OF INDIA, CHENNAI

Engagement of Bank's Medical Consultant on contract basis with fixed hourly remuneration at RBSC, RBI, Chennai

Space for affixing  
passport size  
photo

1	Name in Full: Shri/Kum. /Ms./Smt. (to be in block letters, Surname to be stated first)		
2	Father/ Spouse Name		
3	a) Address (Local Residence)		
	b) Address (Permanent Residence)		
	c) Address (Dispensary/ Hospital where presently working)		
	d) Telephone No.		
	e) Mobile No		
	f) Email ID		
	g) Approximate distance from the College's Dispensary located at		
		Address	Distance from Residence (in kms.)
	Reserve Bank Staff College, No.359, Anna Salai, Teynampet, Chennai – 600 018		
4	Date of Birth (DD-MM-YYYY)		
	Age (as on January 01, 2022)		

5	Place of Birth and Domicile				
6	Nationality				
7	Whether belongs to SC / ST / OBC / Unreserved Category (General) (Tick on appropriate)				
		SC	ST	OBC	Gen
8	Educational Qualifications (Indicate degree / diploma obtained, in order of highest to the least)	Degree / Diploma	University / Board	Year of Passing	Class / Rank
9	Particulars of any other professional courses completed in Medical field				
10	Details of Experience (Experience after graduation only should be stated)	Experience	From	To	Period
					Year/s   Month/s
		In Hospital / Clinic (as a physician)			
	As Medical General Practitioner				
11	Any other factor which the applicant would like to bring into account in support of his / her application				

I hereby declare that the information and particulars given by me in this form are true and correct. I also note that if any of the above statements are incorrect or false or if any material information or particulars have been suppressed or omitted therefrom, my engagement is liable to be terminated without notice or compensation in lieu thereof.

Place:

Date:

(Signature of the applicant)

## **INSTRUCTIONS**

1. All details in the Application Form are to be filled up completely by the applicant, as incomplete Forms are liable to be rejected.
2. Attested copies of relevant certificates regarding age, educational qualifications, caste & validity, experience, ID, Address, etc., should be attached with the Application Form.
3. Applications which do not contain the full particulars called for are liable to be rejected.
4. If the candidate is working as a Medical Officer for any institution the details thereof and working hours therein should be indicated.