

RAJYA VOKKALIGARA SANGHA

**Kempegowda Institute of Medical Sciences and Kempegowda Hospital &
Research Centre, K.R.Road, V.V.Puram, Bengaluru**

No.RVS/KIMS/C&R-2/2019-20

Bengaluru,

Dated: 20 May, 2020.

NOTIFICATION

Whereas the Administrator of the Rajya Vokkaligara Sangha appointed by the State Government under section 27(A) of the Karnataka Societies Registration Act, 1960 intending to frame Cadre & Recruitment Rules for Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre, published a copy of the Draft Rules in the Notice Board and website of Rajya Vokkaligara Sangha Head Office and that of the said Institutions in Notification No.RVS/KIMS/C&R-2/2019-20 dated 05.12.2019 inviting objections and suggestions from the persons likely to be affected thereby within 30 days from the date of publication of the notification;

Whereas the said notification was made available to the public on 05.12.2019;

And whereas, the objections and suggestions received in respect of the said draft rules have been considered by the Administrator of Rajya Vokkaligara Sangha;

Now, therefore, the Administrator, Rajya Vokkaligara Sangha in exercise of the powers conferred under Sub-section (9) of Section 8 of the bye-laws of Rajya Vokkaligara Sangha hereby makes the following rules, namely:-

RULES

1. Title and Commencement:-

- (i) These Rules be called the Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre (Cadre and Recruitment) Rules, 2019.
- (ii) They shall come into force from the date of their publication in the notice board of the Rajya Vokkaligara Sangha Head Office and that of the Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre, Bengaluru.

2. Application:

- (1) These Rules shall apply to the persons appointed on regular basis to the service of the Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre.
- (2) They shall not apply to Persons appointed on temporary basis.

3. Method of Recruitment and minimum qualification:

(i) The establishment of Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre, Bengaluru shall consist of such category of posts as specified in Column-2 of the **Schedule-I** annexed; their number, the method of recruitment and minimum qualification shall be as indicated in Columns-3, 4 and 5 thereof respectively.

(ii) Rajya Vokkaligara Sangha being a private Society registered under the Karnataka Societies Registration Act, 1960, has not notified/adopted so far any standard scale of pay for different Cadres working in various Institutions under the Sangha. Sanction of Pay Scales necessarily depends on the policy of the Management and its financial resources & constraints from time to time. Though the standard format of Cadre & Recruitment Rules requires indicating Scale of Pay against each of the sanctioned posts included in the Schedule-I, the same has been excluded for the reason mentioned above.

(iii) The category of posts and their numbers included in Schedule-I shall be the sanctioned cadre strength for the institution. Henceforth, creation of any additional posts in any cadre shall be on receipt of proposal from the Head of the Institution justifying such creation. The Executive Committee after considering the necessity for the same shall approve the proposal and administrative order sanctioning the additional posts shall be issued by Rajya Vokkaligara Sangha Head Office. The additional posts so created shall be included in the sanctioned cadre strength of the respective cadre within 6 months from the date of creation by amending the C & R Rules.

(iv) Similarly, creation of a new post which is inevitable and not included in Schedule-I shall also be based on the proposal from the Head of the Institution justifying such creation and approved by the Executive Committee after considering the necessity for the same and administrative order shall be issued by Rajya Vokkaligara Sangha Head Office along with prescribing the method of recruitment. New post shall not be filled without prescribing the method of recruitment. The new posts so created shall be included in the Cadre & Recruitment Rules within 6 months from the date of creation.

(v) The additional posts/new posts to be created as per Sub-Rule (iii) & (iv) above shall be in accordance with the staffing pattern and within the limit prescribed by the Apex Body.

(vi) The posts pooled as common cadre posts for the purpose of seniority, promotion and inter-institutional transfers etc., from Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre and other institutions of Rajya Vokkaligara Sangha shall be as indicated in **Schedule-II** annexed.

(vii) The present incumbents who are working on permanent basis against such of the posts in the Institution, which are not included in Schedule-I shall continue with the designation and conditions of service coterminous with their service. Thereafter, those posts shall stand abolished and the posts included in Schedule-I only shall continue to operate in the Institution.

(viii) The Computer Operators who are working on permanent basis in Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre shall continue with their present pay and grade in the existing posts coterminous with their service. Thereafter, that the post of Computer Operators shall stand abolished. The post of Computer Operators shown in Schedule-II is for the purpose of inter-institutional transfers of Rajya Vokkaligara Sangha only and none of the other parameters mentioned in Rule 3(vi) above shall apply to this category of posts.

4. Definition:- In these rules, unless the context otherwise requires,

- 1) "Sangha" means Rajya Vokkaligara Sangha.
- 2) "Office Bearers" means and includes President and such of the office bearers as defined in Section 7 (1) (a) of the bye-laws of Sangha.
- 3) "Executive Committee" means and includes persons elected from the members of the Rajya Vokkaligara Sangha as per the bye-law.
- 4) "Administrator" means the person appointed by the State Government as Administrator of Rajya Vokkaligara Sangha, under the Karnataka Societies Registration Act, 1960.
- 5) "CEO" means Chief Executive Officer of Rajya Vokkaligara Sangha.
- 6) "Appointing Authority in relation to teaching and non-teaching posts" means the Executive Committee of Rajya Vokkaligara Sangha.
- 7) "Permanent/Regular Employee" means a person appointed against permanent/substantive post after satisfactory completion of the probation period.
- 8) "Temporary Employee" means a person appointed temporarily against a sanctioned post in the exigencies of the Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre, but not appointed regularly as per the rules of recruitment.

- 9) "Institute" means Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre, Bengaluru.
- 10) "Post/s in the Institute" means the posts specified in the Schedule-I to these Rules.
- 11) "Pooled Posts" means posts which are pooled as common cadre posts for the purpose of seniority, promotion, and inter-institutional transfers in Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre and other institutions of R.V.S. as per Schedule-II.
- 12) "Board of Selection" means the various Boards of Selection prescribed in these rules for different category of posts.
- 13) "Teaching Faculty" means Professor, Associate Professor, Assistant Professor and Tutor/Demonstrator posts sanctioned to various departments in Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre.
- 14) "Apex Body" means The Medical Council of India (Presently National Medical Commission).
- 15) "State" means the State of Karnataka.

Other terms not specifically defined in these Rules shall have the same meaning assigned to them as prevailing in the Medical Council of India Guidelines and as are prescribed by the State Government to the extent applicable to Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre, from time to time.

5. Appointment of Staff:

(i) All posts whether permanent or on temporary basis shall be filled by the Executive Committee based only on the proposal from the Head of the Institution and after considering the necessity for the same subject to the provisions of these rules. No recruitment shall be made beyond the sanctioned cadre strength in Schedule-I.

(ii) The Executive Committee, on receipt of proposal from Head of the Institution justifying such creation and specifying the period for which such post is necessary may create Specialist/Consultant post to fill the gap of such Specialists of high academic distinction and professional attainment in the interest of better health care services to the public and in the interest of furtherance of research/advanced study in basic or clinical field, as the case may be.

(iii) (a) The Specialist/Consultant so appointed shall be capable of fulfilling the need for technical and professional expertise to enhance the standard of performance of the Institution.

(b) A committee with the following members is prescribed to select the suitable Specialist/Consultant for the Institute.

(1)	The President, Rajya Vokkaligara Sangha.	Chairman
(2)	Two subject experts- one from the Corporate Hospitals and another from Accredited Institution of Medical Sciences.	Members
(3)	Dean/Principal of the Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre.	Member
(4)	Medical Superintendent of KIMS Hospital & Research Centre.	Member
(5)	Concerned Head of the Department, KIMS.	Member Secretary

(c) The Committee shall also negotiate with the Specialist/Consultant with regard to terms of reference/job requirement. Further, the Head of the Institute and other Officers/Faculty shall co-operate with the Specialist/Consultant to get optimum utility of the expertise in the interest of Institution.

6. Staff Requirement – Faculty Pattern:

a) For Under Graduate Courses(M.B.B.S.):

(i) Minimum Qualifications for Teachers in Medical Institutions Regulations, 1998 (Amended up to 8th June, 2017) formulated by the MCI(Apex Body) prescribes the minimum qualification and experience for Faculty in various Departments of Medical Colleges imparting UG & PG Courses for maintaining the standard of teaching. The prescribed qualification & experience is indicated in Schedule-I(Department-wise & Cadre-wise).

(ii) Minimum Standard Requirements for the Medical College for 150 Admissions Annually Regulations, 1999(Amended –up to January 2018) formulated by the MCI (Apex Body) has prescribed the department-wise staff requirement for non-clinical & clinical departments indicating the staff strength consisting of Professor, Associate Professor, Assistant Professor, Tutor/Demonstrator/ Senior Resident/ Junior Resident and also ancillary staff (Technical and Non-Technical) applicable to 150 admissions for UG Course. Similarly, These regulations also prescribe the staff requirement for various ancillary services in the teaching hospital attached to College, such as Central Record Section, Central Sterilization Service, Central Casualty Service, Central Library and other Units and also norms for hospital nursing service. These regulations have been adopted and the staff strength is indicated in Schedule-I(Department-wise & Cadre-wise).

b) For Post Graduate Courses:

(i) As per Postgraduate Medical Education Regulations, 2000(Amended up to May, 2018) formulated by the MCI(Apex Body) the Faculty is prescribed in the form of each Unit complement. A clinical department or its unit training candidates for Broad or Super Specialities, shall have a minimum of three full time faculty members belonging to the concerned disciplines of whom one shall be a Professor, one Associate Professor and one Assistant Professor, possessing requisite qualification and teaching experience prescribed by the Medical Council of India(Apex Body).

Provided that the second or subsequent unit may be headed by an Associate Professor along with two Assistant Professors(Para 11.1 of MCI Regulations)..

(ii) An institution conducting both Under Graduate(MBBS) and Post Graduate teaching shall fulfill the prescribed minimum requirements for Under Graduate training and also additional requirements for Post Graduate training depending on the type of work being carried out in the Department.(In terms of Gazette Notification dated 20.10.2008 & Para 11.2(a) of MCI Regulations).

(iii) The ratio of recognized Post Graduate teacher to the number of students to be admitted for the degree course where diploma is not prescribed shall be 1:2 for a Professor and 1:1 for other cadres in each unit per year subject to a maximum of 4 PG seats for the degree per unit per academic year provided a complement of 10 teaching beds is added to the prescribed bed strength of 30 for the unit for broad specialities.(In terms of Para 12(1) of MCI Regulations).

(iv) The ratio of recognized Post Graduate teacher to the number of students to be admitted for the degree course in broad specialties, where diploma is prescribed shall be 1:2 for a Professor and 1:1 for other cadres in each unit per year subject to a maximum of 4 PG seats including diploma per unit per academic year provided a complement of 10 teaching beds is added to the prescribed bed strength of 30 for the unit. In terms of Para 12(2) of MCI Regulations & in terms of Gazette Notification dated 24.04.2012).

(v) Though, MCI (Apex Body) Regulations permit the 2nd and subsequent Units to be headed by an Associate Professor, considering the need of a Private Medical Institution and with a view to have flexible cadre structure, a department with more Units has been provided with 2nd Professor upto 6 PG seats and the 3rd Professor upto 10 PG seats. The number of Associate Professor and Assistant Professor has been increased accordingly.

(c) If in any of the speciality, the admission of PG students being less to form the required/permitted number of PG Units consecutively for more than 3 years or PG Units/Courses are surrendered, the faculty strength provided to the department shall be adjusted corresponding to the PG Unit according to the norms prescribed by MCI. The posts of surplus faculty shall be treated as supernumerary posts co-terminus with the incumbents. Thereafter the surplus posts shall be abolished.

(d) The amendments/revised regulations issued by the Apex Body from time to time shall be made applicable to the Institution subject to the approval and adoption of the same by the Management.

7. Direct Recruitment:-

(i) The Appointing Authority if found necessary to fill up any vacancy shall take steps to invite application from the eligible candidates by advertising the existing vacancies in the Leading Newspapers in the State both in Kannada & English and such other media of publication as it deemed fit, by specifying the category of posts, conditions of eligibility, method of selection, number of vacancies etc.

(ii) If a DNB qualified candidate in a MCI recognized medical college/ central institute to be considered for appointment as Associate Professor or Assistant Professor as the case may be and for equivalence of qualification of DNB (broad specialties) with MD/MS & DNB (super specialties) with DM / M.Ch. shall be considered as per the provisions prescribed in the MCI Guidelines.

8. Board of Selection:

The following Boards of Selection is prescribed for the purpose of making selection of candidates eligible for appointment.

i) For the posts of teaching faculty:

(a)	The President, Rajya Vokkaligara Sangha.	Chairman.
(b)	Professor from a Govt. /University/Aided . Medical College as subject specialist nominated by the Director of Medical Education.	Member
(c)	Professor as subject specialist nominated from outside the state through RGUHS.	Member
(d)	Professor as subject specialist from any private Medical Institution in Karnataka nominated by RGUHS.	Member
(e)	Dean/Principal of the Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre	Member
(f)	Head of the concerned department in Kempegowda Institute of Medical Sciences.	Member-Secretary

Quorum: The quorum for the meeting shall be 4 members of the above out of which one member shall be either b) or c).

ii) For the posts of Technical and Nursing Staff (other than teaching and non-teaching staff):

a) The President, Rajya Vokkaligara Sangha.	Chairman.
b) A representative from a Medical College/ Institution as Expert outside R.V.S.	Member
c) A nominee of the Director of Medical Education in the rank of Deputy Director and above.	Member
d) Chief Executive Officer, Rajya Vokkaligara Sangha.	Member
e) Dean/Principal, KIMS & Kempegowda Hospital & Research Centre.	Member
f) Medical Superintendent, Kempegowda Hospital & Research Centre.	Member Secretary

Quorum: The quorum for the meeting shall be 4 members of the above out of which two members shall be from b) & c).

iii) For the posts of non-teaching Staff:

a) The President, Rajya Vokkaligara Sangha.	Chairman.
b) An expert in the field of Administration in the rank of a retired Group-A Officer of Central Government/State Government.	Member
c) A nominee of Registrar of Co-operative Societies in Karnataka.	Member
d) Chief Executive Officer, R.V.S.	Member
e) Dean/Principal, Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre.	Member
f) Medical Superintendent, Kempegowda Hospital & Research Centre.	Member
g) Administrative Officer, R.V.S.	Convener

Quorum: The quorum for the meeting shall be 4 members of the above out of which two members shall be from b) & c).

9. Selection of Eligible Candidates:

i) The Board of selection after adopting the prescribed procedure shall prepare a final select list from among the candidates who have applied for appointment and forward the same to the Appointing Authority.

ii) The method of selection for Teaching Faculty should ensure selection of the best talent and selection procedure shall include adoption of the criteria and procedure as specified in **Schedule- III**.

iii) In respect of Non-Teaching and Technical & all other posts the selection criteria and procedure prescribed in Rajya Vokkaligara Sangha Head Office C & R Rules, 2019 shall be followed.

10. Appointment of Candidates:

(i) The candidates whose names are included in the final select list made available by the Board of Selection may be appointed by the Executive Committee after conducting necessary medical examination and verification of Education qualification certificates.

(ii) If a candidate, upon issue of the order of appointment, does not report for duty within the stipulated time limit, his/her appointment shall be treated as cancelled. The next candidate in the order of merit to be appointed against the vacancy. If the next candidate also does not report for duty, then the vacancy shall be notified as a fresh vacancy to be filled in the next or subsequent recruitment.

11. Probation:-

i) All employees appointed on regular basis to the service of Kempegowda Institute of Medical Sciences and KIMS Hospital & Research Centre shall be on probation for a period of Two Years. The employee appointed shall have to complete probation period in the service of the institution to which the appointment is made.

ii) The period of probation may for the reasons to be recorded in writing, be extended by the Appointing Authority for such period as it may deem fit.

iii) The Appointing Authority shall on the expiry of the two years period/extended period declare the probationary period to have been satisfactorily completed by the concerned employee on the basis of performance; and in respect of teaching faculty on the basis of Performance Based Appraisal System(PBAS).

iv) An employee whose probationary period is not declared for unsatisfactory performance or for any other misconduct during the period of probation shall be liable for termination at any time without any prior notice.

12. Promotion:

i) The appointing authority if found necessary to fill up a vacancy in the promotion quota within the sanctioned strength in the respective category of posts as per the C & R Rules shall consider promotion of eligible employee against such vacancy.

ii) The procedure specified in **Schedule-IV** shall be adopted for effecting promotion.

13. Seniority:

(i) Seniority list shall be prepared for each of the cadre and published every year as on 1st January.

(ii) For preparation of seniority list the guidelines prescribed in Schedule-IV shall be followed.

14. Time bound advancement scheme:

(i) The employees working in such of the category of posts where no promotion opportunity is available according to the C & R Rules, shall be sanctioned an additional increment after completion of 10, 15, 20, 25 and 30 years respectively, subject to a maximum of total 5 increments in the service period in the scale of pay drawn by them. The additional increment at the rate equivalent to the last drawn annual increment shall be added to the Basic Pay and considered for other allowances.

(ii) The eligibility of employees for sanctioning additional increments shall be determined in the same manner as that of promotion.

(iii) In respect of employees who are having promotional avenues but who do not get promotion due to non-availability of vacancies, the existing time bound advancement scheme shall continue to operate..

15. Application of other Rules:

All the Rules, for the time being in force regulating the conditions of service of Kempegowda Institute of Medical Sciences and Kempegowda Hospital & Research Centre made or deemed to have been made by the Appointing Authority in so far as they are not inconsistent with the provisions of these Rules, shall apply to the persons appointed under these Rules..

16. Interpretation:

In case of any doubt or difficulty in implementing any of the provisions of these rules, the Executive Committee shall interpret these rules in consultation with Legal Officer, Rajya Vokkaligara Sangha Head Office and the decision of the Executive Committee shall be final and binding.

By Order and in the name of
the Administrator,


(B.Siddaiah)

Chief Executive Officer,
Rajya Vokkaligara Sangha.

To:

1. The Principal Secretary to Government, Co-operation Department, M.S.Building, Bengaluru.

2. The Principal Secretary to Government, Medical Education Department, Vikasa Soudha, Bengaluru.
3. The Registrar of Co-operative Societies in Karnataka, No.1, Ali Asker Road, Bengaluru.
4. Director of Medical Education, Ananda Rao Circle, Bengaluru.
5. Registrar, Rajiv Gandhi University of Health Sciences, Bengaluru.
6. Administrator, Rajya Vokkaligara Sangha, K.R.Road, V.V.Puram, Bengaluru.
7. Dean/Principal, Kempegowda Institute of Medical Sciences, B.S.K. II Stage, Bengaluru.
8. Medical Superintendent, Kempegowda Hospital & Research Centre, K.R.Road, V.V.Puram, Bengaluru.
9. Notice Board of Rajya Vokkaligara Sangha Head Office.
10. Notice Board Kempegowda Institute of Medical Science, BSK II Stage, Bengalure and Kempegowda Hospital & Research Centre, K.R.Road, V.V.Puram, Bengaluru.
11. Office File/Spare copies.

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