



Index MEDICAL COLLEGE, HOSPITAL & RESEARCH CENTRE, INDORE

(Unit of Mayank's Welfare Society)
(Constituent Unit of Malwanchal University)

ACCREDITED BY NABH & NABL



NABL Certificate No. MC-3448
NABH Certificate No. PEH-2019-0966

IMCHRC/NTT/2020/10/03

Date: 03.10.2020

CIRCULAR

We are pleased to announce that Workshop on Discharge and Non Discharge Summary has been scheduled on 10th Oct, 2020, from 10:00 a.m. to 1:00 p.m., in the Auditorium of Index Medical College, Hospital and Research Centre, Indore.

It is being organized by the faculty of IMCHRC of Malwanchal University to train the technical staff to learn about documentation related to the discharge of a patient from the hospital.

The course is free for all the participants. Interested participants are requested to register for the workshop by 07th Oct, 2020. For registration, contact Dr. Sudhir Mourya, Dept. of General Medicine.

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Index Medical College, Hospital & Research Centre, Indore

Report - Discharge policy and Discharge Summary

A Discharge Policy and Discharge Summary Training Program were organized on 10.10.2020 for the non-teaching staff at Index Medical College, Hospital and Research Centre, Malwanchal University from 10 am to 1 pm. A total 26 technical staff participated in the programme.


The speakers for the course were Dr.Prem Nyati, Prof, Department of Pharmacology & Dr. Rahul Tanwani, Prof, Department of Surgery.

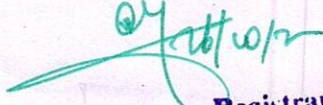
The modules for the course were:

- Objectives and evaluation criteria of Discharge policy
- Important components of discharge summary

The main goal of the discharge planning was explained that it is required to ensure permanence of care, so the plan is reviewed and modified to take into account changes in individual housing and social situations, and it should be tailored to the patient's characteristics.

It was explained that the development of discharge planning is the duty of all the healthcare providers involved with the patient. It was explained that it is, however, revised by a named person who has accountability for ensuring that all


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aspects of planning have been addressed by the day of discharge from the care setting.

The speakers discussed that a hospital will discharge patients when they no longer need to receive inpatient care and can go home. Or, a hospital will discharge to send the patients to another type of facility or help them coordinate home care.


It was brought forth that the discharge summary should facilitate the safe transition of care from the hospital setting back into the community, delivering information that is both relevant and accurate to aid continuing care.

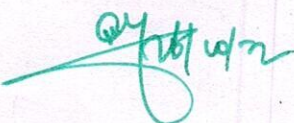
This workshop aimed to analyse the discharge policy in the current institute based on a model of policy analysis, and then suggests alternatives and principles in order to refine, modify, update and expand the current discharge policy to be more efficient and capable on overcoming its defects.

Further discussed regarding the Hospital discharge summaries serve as the primary documents communicating a patient's care plan to the post-hospital care team and various components were also discussed.

The various components of the discharge summary were explained to them namely:

- Reasons for hospitalisation



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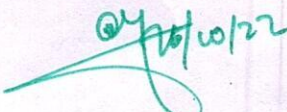

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- Primary diagnosis along with significant findings
- Procedures done and treatment provided
- Patient's discharge condition
- Instructions to the patient and family
- Signature

At the time of the discharge the medical team should discuss all of the following with the patient:

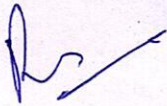
- The medical condition at the time of discharge
- What kinds of follow-up care will be needed, such as physical therapy
- What medicines are to be taken, including why, when, and how to take them, and possible side effects to watch for.
- How to dispose of medicines when they are no longer needed
- What medical equipment will be needed and how to get it
- When and how will they receive test results
- Instructions on food and drink, exercise, and activities to avoid
- What you can be expected at the new facility, if the patient is not going home
- Phone numbers to call if there is a question or problem
- Instructions about when it is ok to call


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- Days and times of the follow-up appointments, or information about how to make appointments.

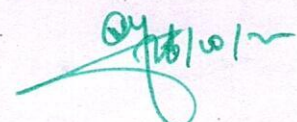
At the end, a session on queries and their solution was taken up.



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UNIVERSITY


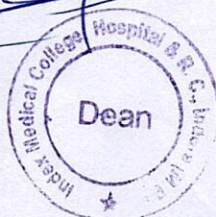
ATTENDANCE SHEET


EVENT NAME - DISCHARGE AND NON DISCHARGE SUMMARY

DATE - 10-10-2020

VENUE -INDEX MEDICAL COLLEGE

SNO	EMPLOYEE NAME	SIGNATURE
1	SUNIL JALWAY	<i>Sunil</i>
2	AARTI BEDRA	<i>AB</i>
3	GOPAL PATIDAR	<i>Gopal</i>
4	AJAY MEENA	<i>AJ</i>
5	SHARMILA AHIRWAL	<i>A</i>
6	SANJAY UJJAINIYA	<i>Sanjay</i>
7	ROHAN SINGH	<i>Sunil</i>
8	SUNIL JADHAV	<i>Ravi</i>
9	RAVI MANDLOI	<i>Ravi</i>
10	SANJAY SHAKYA	<i>S.</i>
11	Durga Bai W/o Radheshyam	<i>P</i>
12	ANTAR BAI RAWAT	<i>P</i>
13	MANI BAI RAJORIYA	<i>P</i>
14	AMRITA BAI SANTOSH	<i>P</i>
15	Sangeeta W/o Chotelal	<i>P</i>
16	CHAGAN KAMDAR	<i>P</i>
17	AMIT SINGH	<i>P</i>
18	DINESH S/O SAJJAN SINGH	<i>P</i>
19	SUMAN SHIVLAL KAMLE	<i>P</i>
20	PREM BAI KANHAIYALAL	<i>P</i>
21	RAVI MADANLAL RAWAT	<i>P</i>
22	MOHANLAL S/O BHORA JI	<i>P</i>
23	GANGA BAI KATIJA	<i>P</i>
24	SAGAR BAI SOLANKI	<i>P</i>
25	SHYAMA OMGIR	<i>P</i>
26	SUNITA BAI	<i>P</i>



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INSTITUTE OF DENTAL SCIENCES

(Recognised by Dental Council of India

& Ministry of Health & Family Welfare, New Delhi)

Constituent Unit of Malwanchal University, Indore



Ref. No. IIDS/MISC/NTDP/2020/12

Date: 05th March 2020

Circular

Non-teaching staff professional development program is going to be held in month of March, 2020.

All concerned staff are instructed to get themselves registered for the same latest by 9th March, 2020.

S.NO	TOPIC	TARGET GROUP	DATE
1	Mrd Policies	IIDS Non-Teaching Staff	11/03/2020 – 14/03/2020


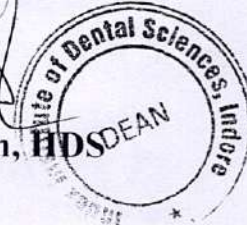
Time- 2 to 4 pm

Venue- IMCHRC Lecture Hall

Contact Person- Mr. Manoj Prajapati

Last date for registration- 9th March, 2020


Coordinator


Dean, IIDS


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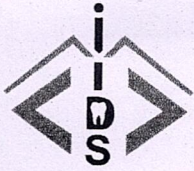



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Campus : Index City, NH-59A, Nemawar Road, District: Indore- 452016 (M.P.) Ph.: + 0731-4013700

Email : dental@indexgroup.co.in, Website : www.indexgroup.co.in

City Office : 104, Trishul Apartment, 5, Sanghi Colony, A.B. Road, Indore M.P. - 452008



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CONCEPT

Medical records department is an essential part of a hospital or a healthcare setup which primarily stores records of the patients who have been either treated in the OPD, in-patients department or in the emergency unit.

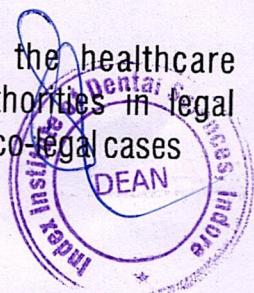
Hospital staff must be updated as this is an ever-evolving profession and emerging technologies bring many changes and challenges to it.

TRAINING OBJECTIVE

The core aim is to train participants how to manage health data in various forms. Individuals learn certain functions and procedures such as analyzing records, ensuring compliance with laws, making reports, and ensuring accuracy of data; to store and classify medical records.

TRAINING OUTCOME

- Improvement in health and patient care quality.
- Improved communication across the healthcare profession and improved over-all patient care.
- Capability to represent the healthcare facility/administrative authorities in legal interactions in case of medico-legal cases



SCHEDULE

Date- 11/03/2020- 14/03/2020

Time- 2-4:00 Pm

Duration- 8 Hours

Venue- IMCHRC, Lecture Hall

Target Group- MRD Staff, IIDS

Trainer- Mr. Manoj Prajapati

Registration Date- 09/03/2020

Training Coordinator- Mr. Imran Mansuri

MODULE

- Maintenance of medical record.
- Processing of record and their retrieval.
- Coding and indexing.
- Storage and retrieval.
- Reports and return.
- Medicolegal aspect of medical record.

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Date: 16th March, 2020

Report

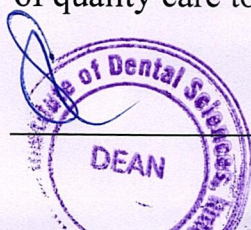
NON TEACHING DEVELOPMENT PROGRAM: MRD POLICIES

Medical Records Department or the MRD is an essential part of a hospital or a healthcare setup which primarily stores records of the patients who have been either treated in the OPD (Out Patient Department), IPD (Inpatient Patient Department) or Emergency Unit of the hospital. A medical records department is essentially required by the patients to retrieve any previous medical records in case of damage or loss, or for further treatment/opinion and by the medical practitioners to study various diseases and recovery from them.

A medical records department is the whole soul of any information of the patient who is discharged from the hospital after treatment. A medical records department mainly functions to store the medical records or treatment files of patients who are either treated in the inpatient department or in the emergency unit.

The outpatient department records can be stored in the medical records department or can be stored separately. The medical records department also send data to the government about the number of births and deaths in the hospital for their registrations in the census. The medical records also serve useful in legal proceedings as proof of treatment.

The Medical Records Department (MRD) prime objective is the provision of patient Medical Records in a timely manner to different hospital units in order to assist clinicians, allied health professionals and other hospital staff in the provision of quality care to patients.



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In addition, MRD is responsible for maintaining medical records in a standardized and professional manner in order to protect patient confidentiality while allowing adequate access to providers in order to promote quality patient care.

Therefore, MRD has become an essential department in every hospital, which provides multiple services not only to the patients but also to running a hospital efficiently and plays a key role in health promotion and patient care quality.

In view to improve the skill in maintaining medical records a training of non-teaching office staff of institute of dental science was organized for four days, stating from 11th March to 14th March, 2020 in which a total of 154 participants attended.

The resource person for the training was Mr. Manoj Prajapati.

The training objectives and outcome expected are:

- To make staff aware of management of policies on health privacy, patient registration, record management and archiving and medical record documentation.
- Knowing about the medicolegal aspect of medical records.
- Processing of records and their retrieval
- Coding and indexing
- Storage and outcome
- Improve communication across the healthcare profession and improve overall patient care

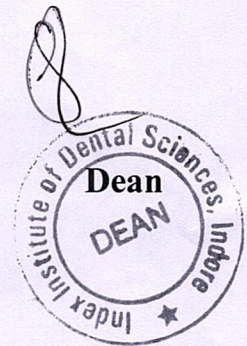
The participants learnt about how to analyse data and determine the appropriateness of medical services that are given to patients. The knowledge of management protocol helps in improving communication across the health care profession and improve overall patient care.



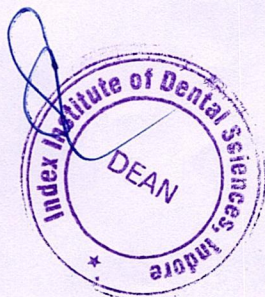
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Various strategies were discussed during the entire course for training the future professionals keeping the above stated points in purview. It was all very well-received from the entire audience. Thus, in all the whole program ended up with a huge success providing guidelines for the conduct of further programs in the same direction.


Course coordinator




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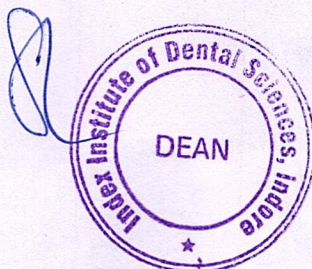
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Date: 11th to 14th March, 2020

Attendance/ participation List

NTDP- MRD POLICIES

1. Mr. Imran Mansuri
2. Ms. Monika Soni
3. Ms. Shivani Singh
4. Mr. Nilesh Goyal
5. Mr. Manoj Prajapati
6. Ms. Mhaske Usha Shivasi
7. Mr. Deepak Suneriya
8. Mr. Mohd. Akaram
9. Ms. Kanchan Deshmukh
10. Mr. Inder Singh Chouhan
11. Mr. Lakhan Patel
12. Mr. Vijendra Singh
13. Mr. Bhim Singh Tanwar
14. Mr. Hariom Verma
15. Mr. Jugal Jadhav
16. Mr. Sanjay Kumar
17. Mr. Sandeep Solanki
18. Mr. Mithlesh Kochle
19. Mr. Ganesh Gehlod
20. Mr. Sadiq Mansuri
21. Mr. Shahrukh Mansuri
22. Mrs. Rupa Chauhan
23. Ms. Aakanksha Yadav
24. Ms. Anita Agnihotri
25. Mr. Deepak Pancholi
26. Mohd. Sharukh Khan
27. Mr. Anil Kushwah
28. Mr. Brijgopal Ahirwar
29. Mr. Wasim Khan



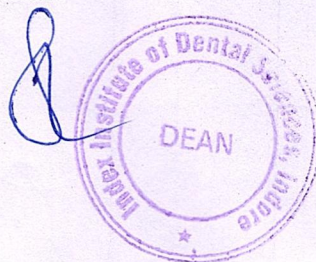
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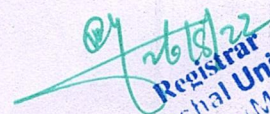
30. Mr. Rakesh Meena
31. Mrs. Shubhangi Buchunde
32. Mr. Mangesh Chawra
33. Mr. Ritesh Sharma
34. Mr. Makhan Chouhan
35. Mr. Satish Parmar
36. Ms. Nisha Dhore
37. Mr. Shivendra Singh
38. Mohd. Shaheem
39. Mr. Sudhir Joshi
40. Mr. Liladhar Lodhi
41. Mr. Ghanshyam Vishwakarma
42. Mr. Vishal Tomar
43. Mr. Prakash Rana
44. Mr. Sita ram
45. Mr. Ashok Prajapati
46. Mr. Om Prakash Malviya
47. Mr. Sarban Bai
48. Mr. Mukesh Malviya
49. Mr. Badrilal Malviya
50. Mr. Ganesh parmar
51. Mr. Durgesh Prajapati
52. Mr. Mahesh Bamniya
53. Ms. Amita Singh
54. Mrs. Jyoti Rathore
55. Mr. Shailesh Rajoriya
56. Mr. Anandilal
57. Mr. Shantilal
58. Ms. Rosemarry Masih
59. Ms. Vinita Bankhede
60. Mrs. Aruna Bansode
61. Mr. Sunil Jadhav
62. Mr. Shyam Singh Panwar
63. Mr. Ravindra Gaydhane
64. Mr. Neeraj Singh
65. Mr. Sachin Mahajan
66. Mr. Kapil
67. Mr. Bhagirath Malviya
68. Mr. Balvir
69. Mr. Govind Rath



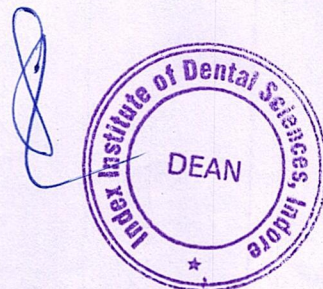
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70. Mr. Babulal Bamniya
71. Mr. Suresh Sharma
72. Mr. Sunil Jangid
73. Mr. Deepak Pathak
74. Ms. Babita Viswkarma
75. Mr. Bramh Kumar
76. Ms. Priya Rathore
77. Mr. Pankaj
78. Mr. Pankaj Sharma
79. Mr. Deepak Patel
80. Mr. Rohit Panwar
81. Ms. Sapna Bhaduriya
82. Ms. Ashwini Mangre
83. Ms. Shivani Jaiswal
84. Ms. Megha Joshi
85. Mr. Arif Khan
86. Mr. Irfan Mansuri
87. Mr. Pawan Solanki
88. Mr. Sumit Chodhary
89. Mr. Rajesh Pancholi
90. Mr. Sunil
91. Mr. Rajendra Singh Sendhav
92. Mr. Mayank Patidar
93. Mr. Shahnwaz Khan
94. Mr. Sayad Arshad Ali
95. Mr. Shahid Ansari
96. Mr. Ankit Sisodiya
97. Mr. Mahesh Choudhary
98. Mr. Soheb Mansuri
99. Mr. Sanju Hade
100. Mr. Rajesh Chouhan
101. Mr. Lokendra Solanki
102. Mr. Puna
103. Mr. Mangilal Rajput
104. Mr. Ashutosh Gurjar
105. Mr. Jagdish Meena
106. Mr. Gauvari Shankar
107. Mrs. Aayushi Nimbalkar
108. Ms. Pooja Solanki
109. Mr. Arun Mukati



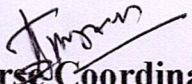

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110. Mr. Archana RaJ
111. Ms. Pallavi Deshkar
112. Ms. Meena Sisodiya
113. Mr. Arun Malviya
114. Mr. Shivam Sharma
115. Mr. Sachin
116. Mr. Ritesh Rawat
117. Mr. Ramcharan Bairagi
118. Mr. Chironji
119. Mr. Mahesh
120. Mr. Dipesh
121. Mr. Mithun
122. Mr. Alkesh
123. Mr. Ansar Ahmad Abdul Farooque Shaikh
124. Mr. Manav Patidar
125. Mr. Laxmikant Jaware
126. Mr. Ankit Giri
127. Mr. Mahendra Chouhan
128. Mr. Babu Katesiya
129. Mr. Nibhay Singh
130. Mr. Sangeeta Fatrod
131. Mr. Sushila Bai
132. Ms. Maya Bai
133. Mr. Satish Kumar
134. Ms. Rekha
135. Ms. Krishna Bai Narvale
136. Ms. Leela Fatrod
137. Ms. Krishna Hade
138. Mr. Rahul Kalosiya
139. Ms. Pooja
140. Mr. Vishal
141. Ms. Archana
142. Mr. Ram Dangi
143. Mr. Bhagvan Singh
144. Mr. Premsingh Dhangar
145. Mr. Bharat Singh
146. Mr. Jivan Katesiya
147. Mr. Yogesh Solanki
148. Mr. Ashok Malviya
149. Mr. Shubham Gurjar

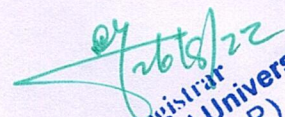


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151. Mr. Sunil Somtiya
152. Ms. Devkanya Goyal
153. Mr. Prakhar Triwedi
154. Mr. Sunil Somtiya
155. Mr. Ashish Bhadoriya


Course Coordinator




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Mr Sarban Bai



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This Certificate is awarded to

Mr Sarban Bai

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020




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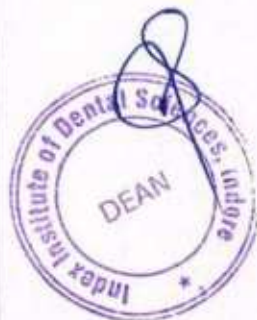


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Ms. Amita Singh



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program on the topic "MRD POLICIES" conducted at Index Institute
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Mr. Anandilal



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Mr. Shantilal



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Ms. Rosemarry Masih



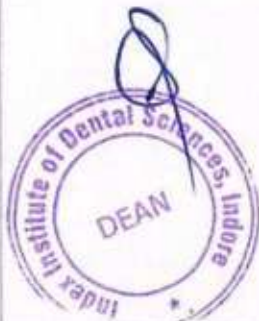
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Mr. Sunil Jadhav



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Mr. Shyam Singh Panwar



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Mr. Ritesh Sharma



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Mr. Sudhir Joshi



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Mr. Liladhar Lodhi



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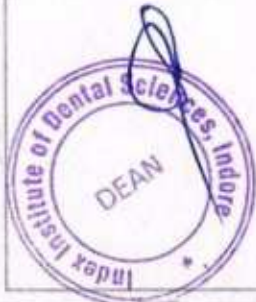


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Mr. Imran Mansuri



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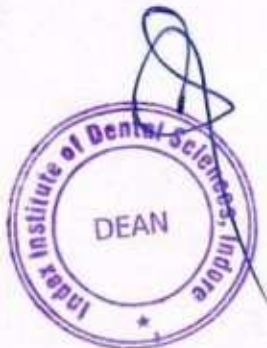


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Ms. Monika Soni



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Mr. Deepak Suneriya



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Mr. Mohd. Akaram



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Ms. Kanchan Deshmukh



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Mr. Inder Singh Chauhan



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Mr. Iskhan Patel



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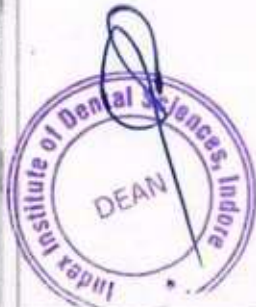


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Mr Bhim Singh Tanwar



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Mr. Sandeep Solanki



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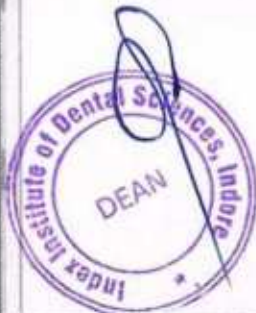


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Mr. Rakesh Meena



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Mr. Mangesh Chawra



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Ms. Shivani Jaishwal



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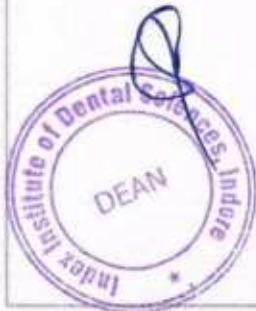


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Registrar
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Indore (M.P.)

Ms. Megha Joshi



MALWANCHAL UNIVERSITY, INDORE
INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



CERTIFICATE

This Certificate is awarded to


Ms. Megha Joshi

for successfully completing the non-teaching development
program on the topic "MRD POLICIES" conducted at Index Institute
of Dental Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
IIDS, INDORE


Registrar
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Indore (M.P.)

Mr. Arif Khan



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CERTIFICATE

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Mr. Arif Khan

for successfully completing the non-teaching development
program on the topic "MRD POLICIES" conducted at Index Institute
of Dental Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
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Registrar
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Indore (M.P.)

Mr. Irfan Mansuri



MALWANCHAL UNIVERSITY, INDORE
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CERTIFICATE

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Mr. Irfan Mansuri

for successfully completing the non-teaching development
program on the topic **"MRD POLICIES"** conducted at Index Institute
of Dental Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
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Registrar
Malwanchal University
Indore (M.P.)

Mr Pawan Solanki



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE




CERTIFICATE

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Mr. Pawan Solanki

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
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Indore (M.P.)

Mr. Sumit Chodhary



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CERTIFICATE

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Mr. Sumit Chodhary

for successfully completing the non-teaching development program
on the topic "MRD POLICIES" conducted at Index Institute of Dental
Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Indore (M.P.)

Mr. Rajesh Pancholi



MALWANCHAL UNIVERSITY, INDORE

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CERTIFICATE

This Certificate is awarded to

Mr. Rajesh Pancholi

for successfully completing the non-teaching development program
on the topic "MRD POLICIES" conducted at Index Institute of Dental
Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
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Registrar
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Mr. Sunil



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CERTIFICATE

This Certificate is awarded to

Mr. Sunil

for successfully completing the non-teaching development program
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Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
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Malwanchal University
Indore (M.P.)

Mr. Rajendra Singh Sendhav



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE

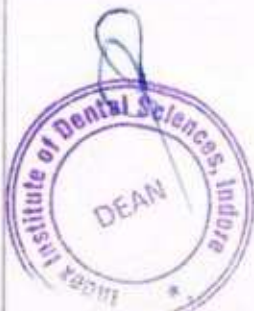


CERTIFICATE

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Mr. Rajendra Singh Sendhav

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DEAN
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Mr. Mayank Patidar



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on the topic "MRD POLICIES" conducted at Index Institute of Dental
Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Mr. Sanhnwaj Khan



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for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Mr. Sayad Arshad Ali



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Mr. Sayad Arshad Ali

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DEAN
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Mr. Shahid Ansari



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Mr. Shahid Ansari

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DEAN
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Mr. Ankit Sisodiya



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Mr. Ankit Sisodiya

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Mr. Mahesh Choudhary



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Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Mr. Soheb Mansuri



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Mr. Soheb Mansuri

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
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Mr. Sanju Hade



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Mr. Sanju Hade

for successfully completing the non-teaching development program on the topic "**MRD POLICIES**" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Mr. Rajesh Chouhan



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DEAN
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Ms. Babita Viswkarma



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DEAN
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Mr. Bramh Kumar



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DEAN
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Ms Priya Rathore



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DEAN
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Mr. Pankaj



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Mr. Pankaj

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Mr. Pankaj Sharma



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Mr. Pankaj Sharma

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DEAN
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Mr. Deepak Patel



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Mr. Deepak Patel

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of Dental Sciences, Indore from 11/03/2020 to 14/03/2020





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Mr. Rohit Panwar



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DEAN
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Ms. Sapna Bhaduriyaa



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Ms. Sapna Bhaduriyaa

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
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Mr. Ashwini Mangre



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on the topic "MRD POLICIES" conducted at Index Institute of Dental
Sciences, Indore from 11/03/2020 to 14/03/2020



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Mr. Ravindra Gavdhane



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Mr. Ravindra Gavdhane

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program on the topic "MRD POLICIES" conducted at Index Institute
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DEAN
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Mr. Neeraj Singh



MALWANCHAL UNIVERSITY, INDORE

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Mr. Neeraj Singh

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN

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Indore (M.P.)

Mr. Sachin Mahajan



MALWANCHAL UNIVERSITY, INDORE

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Mr. Sachin Mahajan

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DEAN
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Malwanchal University
Indore (M.P.)

Mr. Kapil



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE

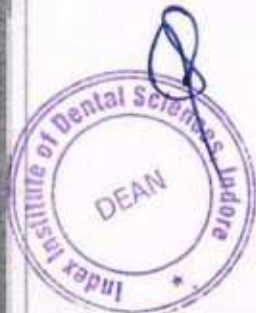


CERTIFICATE

This Certificate is awarded to

Mr. Kapil

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
IIDS, INDORE

Registrar
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Indore (M.P.)

Mr. Bhagirath Malviya



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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Mr. Bhagirath Malviya

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Mr. Balvir



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Mr. Balvir

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of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Registrar
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Indore (M.P.)

Mr. Govind Rathore



MALWANCHAL UNIVERSITY, INDORE
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Mr. Govind Rathore

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program on the topic "MRD POLICIES" conducted at Index Institute
of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Malwanchal University
Indore (M.P.)

Mr. Ashok Rawat



MALWANCHAL UNIVERSITY, INDORE
INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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Mr. Ashok Rawat

for successfully completing the non-teaching development
program on the topic "MRD POLICIES" conducted at Index Institute
of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Registrar
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Indore (M.P.)

Mr. Babulal Bamniya



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INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



CERTIFICATE

This Certificate is awarded to

Mr. Babulal Bamniya

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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64
Registrar
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Indore (M.P.)

Mr. Suresh Sharma



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INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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Mr. Suresh Sharma

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DEAN
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Indore (M.P.)

Mr. Sunil Jangid



MALWANCHAL UNIVERSITY, INDORE
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CERTIFICATE

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Mr. Sunil Jangid

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program on the topic "MRD POLICIES" conducted at Index Institute
of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Indore (M.P.)

Mr Deepak pathak



MALWANCHAL UNIVERSITY, INDORE
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Mr. Deepak pathak

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on the topic "MRD POLICIES" conducted at Index Institute of Dental
Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Indore (M.P.)

Ms. Maya Bai



MALWANCHAL UNIVERSITY, INDORE
INDEX INSTITUTE OF DENTAL SCIENCES, INDORE




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Ms. Maya Bai

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program on the topic "MRD POLICIES" conducted at Index Institute
of Dental Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
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Malwanchal University
Indore (M.P.)

Mr. Satish Kumar



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE




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Mr. Satish Kumar

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on the topic "MRD POLICIES" conducted at Index Institute of Dental
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DEAN
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Registrar
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Indore (M.P.)

Mrs. Rekha



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INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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Mrs. Rekha

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Mrs Krishna Bai Narvale



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Mrs. Krishna Bai Narvale

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Indore (M.P.)

Ms. Leela Fatrod



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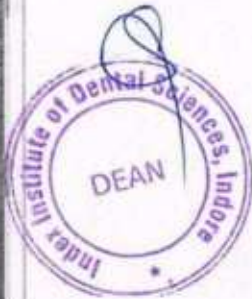


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Ms. Leela Fatrod

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



A handwritten signature in black ink, appearing to be "L. Fatrod", written over a horizontal line.

DEAN
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A handwritten signature in green ink, appearing to be "R. [unclear]", written over a horizontal line.

Registrar
Malwanchal University
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Ms. Krishna Hade



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program on the topic "**MRD POLICIES**" conducted at Index Institute
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Registrar
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Mr. Rahul Kalosiya



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Ms. Pooja



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DEAN
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Mr. Vishal



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Mr. Vishal

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DEAN
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Ms. Archana



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DEAN
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Mr. Ram Dangi



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DEAN
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Mr. Bhagvan Singh



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Mr. Prem Singh Dhangar



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on the topic "MRD POLICIES" conducted at Index Institute of Dental
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Mr. Bharat Singh



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Mr. Bharat Singh

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DEAN
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Mr. Jivan Katesiya



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Mr. Yogesh solanki



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Mr. Yogesh solanki

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on the topic "**MRD POLICIES**" conducted at Index Institute of Dental
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DEAN
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Mr. Ashok Malviya



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DEAN
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Mr. Shubham Gurjar



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DEAN
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Mr. Sunil Somtiya



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This Certificate is awarded to

Mr. Sunil Somtiya

for successfully completing the non-teaching development program
on the topic "MRD POLICIES" conducted at Index Institute of Dental
Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
IIDS, INDORE

Registrar
Malwanchal University
Indore (M.P.)

Ms. Devkanya Goyal



MALWANCHAL UNIVERSITY, INDORE
INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



CERTIFICATE

This Certificate is awarded to
Ms. Devkanya Goyal

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DEAN
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Malwanchal University
Indore (M.P.)

Mr. Prakhar Trivedi



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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Registrar
Malwanchal University
Indore (M.P.)

Mr. Sunil Somtiya



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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DEAN
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Indore (M.P.)

Mr. Ashish Bhadoriya



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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Mr. Ashish Bhadoriya

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Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Indore (M.P.)

Mr. Ritesh Rawat



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE




CERTIFICATE

This Certificate is awarded to

Mr. Ritesh Rawat

for successfully completing the non-teaching development program
on the topic "MRD POLICIES" conducted at Index Institute of Dental
Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
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Indore (M.P.)

Mr. Ramcharan Bairagi



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



CERTIFICATE

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Mr. Ramcharan Bairagi

for successfully completing the non-teaching development program
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Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Registrar
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Indore (M.P.)

Mr. Chironjj



MALWANCHAL UNIVERSITY, INDORE

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CERTIFICATE

This Certificate is awarded to

Mr. Chironjj

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
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Malwanchal University
Indore (M.P.)

Mr. Mahesh



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



CERTIFICATE

This Certificate is awarded to

Mr. Mahesh

for successfully completing the non-teaching development program
on the topic "MRD POLICIES" conducted at Index Institute of Dental
Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
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Indore (M.P.)

Mr Dipesh



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



CERTIFICATE

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Mr. Dipesh

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
IIDS, INDORE

Registrar
Malwanchal University
Indore (M.P.)

Mr. Mithun



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



CERTIFICATE

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Mr. Mithun

for successfully completing the non-teaching development program on the topic **"MRD POLICIES"** conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
IIDS, INDORE

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Indore (M.P.)

Mr. Aklesh



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Mr. Aklesh

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Indore (M.P.)

Mr. Ansar Ahmad Abdul Farooque Shaikh



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE




CERTIFICATE

This Certificate is awarded to

Mr. Ansar Ahmad Abdul Farooque Shaikh

for successfully completing the non-teaching development
program on the topic "MRD POLICIES" conducted at Index Institute
of Dental Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
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Registrar
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Indore (M.P.)

Mr. Manay Patidar



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



CERTIFICATE

This Certificate is awarded to

Mr. Manay Patidar

for successfully completing the non-teaching development program
on the topic "MRD POLICIES" conducted at Index Institute of Dental
Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
IIDS, INDORE


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Indore (M.P.)

Mr Laxmikant Jaware



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



CERTIFICATE

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Mr. Laxmikant Jaware

for successfully completing the non-teaching development
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of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
IIDS, INDORE


Registrar
Malwanchal University
Indore (M.P.)

Mr. Ankit Giri



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE




CERTIFICATE

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Mr. Ankit Giri

for successfully completing the non-teaching development program
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Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
IIDS, INDORE


Registrar
Malwanchal University
Indore (M.P.)

Mr. Mahendra Chouhan



MALWANCHAL UNIVERSITY, INDORE
INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



CERTIFICATE

This Certificate is awarded to
Mr. Mahendra Chouhan

for successfully completing the non-teaching development program
on the topic "MRD POLICIES" conducted at Index Institute of Dental
Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
IIDS, INDORE


Registrar
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Indore (M.P.)

Mr. Babu Katesiy



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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Mr. Babu Katesiy

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DEAN
IIDS, INDORE

Registrar
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Indore (M.P.)

Mr. Nibhay Singh



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



CERTIFICATE

This Certificate is awarded to

Mr. Nibhay Singh

for successfully completing the non-teaching development program
on the topic "MRD POLICIES" conducted at Index Institute of Dental
Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
IIDS, INDORE

Registrar
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Indore (M.P.)

Mr. Sangeeta Fatrod



MALWANCHAL UNIVERSITY, INDORE

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CERTIFICATE

This Certificate is awarded to

Mrs. Sangeeta Fatrod

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DEAN
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Mr. Sushila Bai



MALWANCHAL UNIVERSITY, INDORE

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CERTIFICATE

This Certificate is awarded to

Mrs. Sushila Bai

for successfully completing the non-teaching development program
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Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
IIDS, INDORE


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Indore (M.P.)

Mr. Lokendra Solanki



MALWANCHAL UNIVERSITY, INDORE

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CERTIFICATE

This Certificate is awarded to

Mr. Lokendra Solanki

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Malwanchal University
Indore (M.P.)

Mr. Puna



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Mr. Puna

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DEAN
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Registrar
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Mr. Mangilal Rajput



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DEAN
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Mr. Ashutosh Gurjar



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Mr. Ashutosh Gurjar

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020





DEAN
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Mr. Jagdish Meena



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Mr. Jagdish Meena

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Mr. Gouvari Shankar



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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Mr. Gouvari Shankar

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DEAN
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Mrs. Aayushi Nimbalkar



MALWANCHAL UNIVERSITY, INDORE

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CERTIFICATE

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Mrs. Aayushi Nimbalkar

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



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Ms. Pooja Solanki



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DEAN
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Indore (M.P.)

Mr. Arun Mukati



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN

IIDS, INDORE

Registrar
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Indore (M.P.)

Mr. Archana Raj



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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Mr. Archana Raj

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DEAN
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Registrar
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Indore (M.P.)

Ms. Pallavi Deshkar



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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Ms. Pallavi Deshkar

for successfully completing the non-teaching development program on the topic "MRD POLICIES" conducted at Index Institute of Dental Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Registrar
Malwanchal University
Indore (M.P.)

Mr. Meena Sisodiya



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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Mr. Meena Sisodiya

for successfully completing the non-teaching development program
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Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Indore (M.P.)

Mr. Arun Malviya



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INDEX INSTITUTE OF DENTAL SCIENCES, INDORE

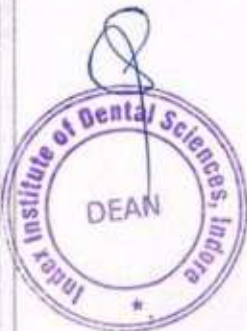


CERTIFICATE

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Mr. Arun Malviya

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Sciences, Indore from 11/03/2020 to 14/03/2020



DEAN
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Indore (M.P.)

Mr. Shivam Sharma



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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DEAN
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Malwanchal University
Indore (M.P.)

Mr Sachin



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE



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Mr. Sachin

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INSTITUTE OF DENTAL SCIENCES

(Recognised by Dental Council of India

& Ministry of Health & Family Welfare, New Delhi)

Constituent Unit of Malwanchal University, Indore



Ref. No. IIDS/MISC/NTDP/2020/25

Date: 18th September 2020

Circular

Non-teaching staff professional development program is going to be held in month of September, 2020.

All concerned staff are instructed to get themselves registered for the same latest by 21st September, 2020.

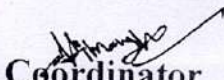
S.NO	TOPIC	TARGET GROUP	DATE
1	Employee Safety	IIDS Non-Teaching Staff	22/09/2020 – 25/09/2020

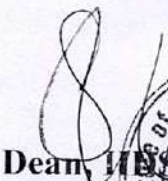
Time- 2 to 4 pm

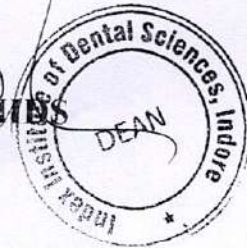
Venue- IMCHRC Lecture Hall

Contact Person- Miss Priyanka Yadav

Last date for registration- 21st September, 2020


Coordinator


Dean, IIDS



Copy to -

- P.A to Vice Chancellor, Malwanchal University
- P.A to Registrar, Malwanchal University
- Dean, IMCHRC
- Head of Departments, IIDS
- Notice Boards

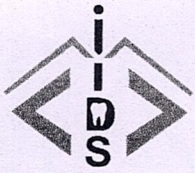



Registrar
Malwanchal University
Indore (M.P.)

Campus : Index City, NH-59A, Nemawar Road, District: Indore- 452016 (M.P.) Ph.: + 0731-4013700

Email : dental@indexgroup.co.in, Website : www.indexgroup.co.in

City Office : 104, Trishul Apartment, 5, Sanghi Colony, A.B. Road, Indore M.P. - 452008



**INDEX INSTITUTE OF DENTAL SCIENCES
INDORE (M.P.)**

EMPLOYEE SAFETY



CONCEPT

Employees have a legal right to be safe at work. An employer must ensure that the workplace is free from as many hazards as possible.

The basic aim of safety measures is to prevent the occurrences of mishaps and hazards that sometimes cause heavy loss of life and property.

TRAINING OBJECTIVE

- To make staff aware of -
- Causes of workplace violence and its impact on work efficiency.
- Chemical hazard identification and protection, fire safety and disaster management.
- Hospital safety codes.

SCHEDULE

Date- 22/09/2020- 25/09/2020
 Time- 2-4:00 Pm
 Duration- 8 Hours
 Venue- IMCHRC, Lecture Hall
 Target Group- Non- Teaching Staff, IIDS
 Trainer- Miss Priyanka Yadav
 Registration Date- 09/03/2020
 Training Coordinator- Dr. Himanshu Singh

TRAINING OUTCOME

- Creating safe work environment to improve productivity.
- Promoting and implementing safety measures.
- Improving employee retention.



(Signature)
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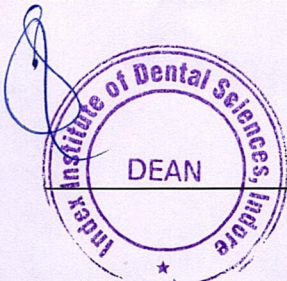
INDEX INSTITUTE OF DENTAL SCIENCES

Date: 26th September, 2020

Report

NON TEACHING DEVELOPMENT PROGRAM: EMPLOYEE SAFETY

Employees Safety and Health look upon prevention of accidents basically as an engineering problem to be tackled through proper designing of mechanical safety devices. In fact, accident prevention and safety are inter-related and, therefore require a multi-dimensional approach. Its importance has increased because of large-scale industrialization in which human beings are subjected to mechanical, electrical and radiation hazards. Employee health and safety programs should be a major priority for management because they save lives, increase productivity, and reduce costs. These health and safety programs should stress employee involvement, continued monitoring, and an overall wellness component. Work safety requires that safe working conditions should not create significant risk of people being rendered unfit to perform their work. Health and safety at work is therefore aimed at creating conditions, capabilities, and habits that enable the worker and his/her organization to carry out their work efficiently and in a way that avoids events which could cause them harm. It is clear that safe working conditions have an effect on the habits of workers, which in turn impacts on efficiency.



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This implies that employees working in a safe condition are likely to perform in a way that will not cause them harm.

The Non-teaching staff professional development program titled “**EMPLOYEE SAFETY**” has been conducted successfully from 22th September to 25th September, 2020 at IMCHRC lecture hall for the staffs of Index Institute of Dental Sciences, Indore. A total of 155 members from the non-teaching staffs participated in this program. The program highlighted and discussed various points regarding the importance of establishing a system aiming at creating a safe work environment to improve productivity.

The following key points were emphasised during the training program –:

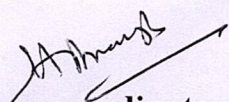
- To make staff aware of cause of workplace violence and its impact on work efficiency.
- Chemical hazard identification and protection fire safety and disaster management.
- To prevent occurrence of mishaps and hazards that results in heavy loss of life and property.
- Hospital safety codes
- Promoting and implementing safety measures.
- Improving employee retention.
- Workplace violence.

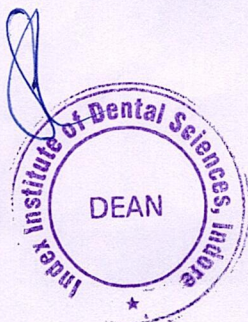
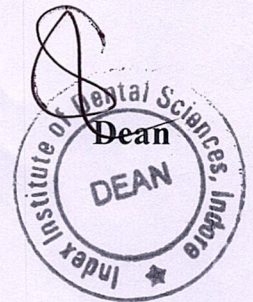
The participants learnt about causes of workplace violence and its impact on work efficiency. The knowledge of safety management protocol helps in improving communication across the health care profession and improve overall patient care as well as improving retention of employee.



[Handwritten Signature]
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Various strategies were discussed during the entire course for training the future professionals keeping the above stated points in purview. It was all very well-received from the entire audience. Thus, in all the whole program ended up with a huge success providing guidelines for the conduct of further programs in the same direction.


Course coordinator




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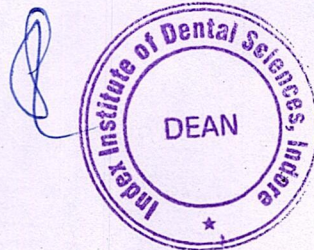
INDEX INSTITUTE OF DENTAL SCIENCES

Date: 22nd to 25th September, 2020

Attendance/ participation List

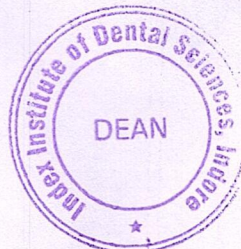
NTDP- EMPLOYEE SAFETY

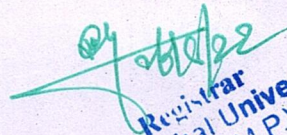
1. Mr. Imran Mansuri
2. Ms. Monika Soni
3. Ms. Shivani Singh
4. Mr. Nilesh Goyal
5. Mr. Manoj Prajapati
6. Ms. Mhaske Usha Shivasi
7. Mr. Deepak Suneriya
8. Mr. Mohd. Akaram
9. Ms. Kanchan Deshmukh
10. Mr. Inder Singh Chouhan
11. Mr. Lakhan Patel
12. Mr. Vijendra Singh
13. Mr. Bhim Singh Tanwar
14. Mr. Hariom Verma
15. Mr. Jugal Jadhav
16. Mr. Sanjay Kumar
17. Mr. Sandeep Solanki
18. Mr. Mithlesh Kochle
19. Mr. Ganesh Gehlod
20. Mr. Sadiq Mansuri
21. Mr. Shahrukh Mansuri
22. Mrs. Rupa Chauhan
23. Ms. Aakanksha Yadav
24. Ms. Anita Agnihotri
25. Mr. Deepak Pancholi
26. Mohd. Sharukh Khan
27. Mr. Anil Kushwah
28. Mr. Brijgopal Ahirwar



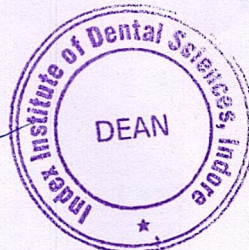
By
12/6/2020
Registrar
Malwanchal University
Indore (M.P.)

29. Mr. Wasim Khan
30. Mr. Rakesh Meena
31. Mrs. Shubhangi Buchunde
32. Mr. Mangesh Chawra
33. Mr. Ritesh Sharma
34. Mr. Makhan Chouhan
35. Mr. Satish Parmar
36. Ms. Nisha Dhore
37. Mr. Shivendra Singh
38. Mohd. Shaheem
39. Mr. Sudhir Joshi
40. Mr. Liladhar Lodhi
41. Mr. Ghanshyam Vishwakarma
42. Mr. Vishal Tomar
43. Mr. Prakash Rana
44. Mr. Sita ram
45. Mr. Ashok Prajapati
46. Mr. Om Prakash Malviya
47. Mr. Sarban Bai
48. Mr. Mukesh Malviya
49. Mr. Badrilal Malviya
50. Mr. Ganesh parmar
51. Mr. Durgesh Prajapati
52. Mr. Mahesh Bamniya
53. Ms. Amita Singh
54. Mrs. Jyoti Rathore
55. Mr. Shailesh Rajoriya
56. Mr. Anandilal
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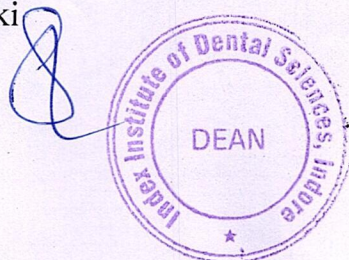

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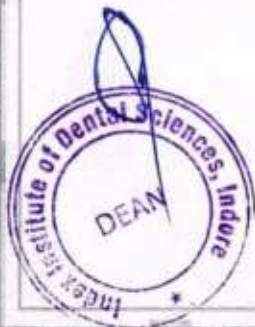



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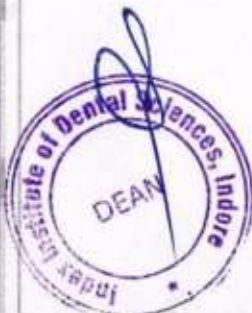


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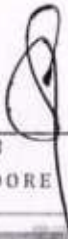
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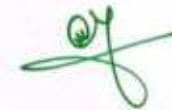
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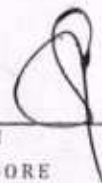
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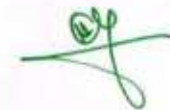
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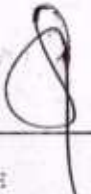
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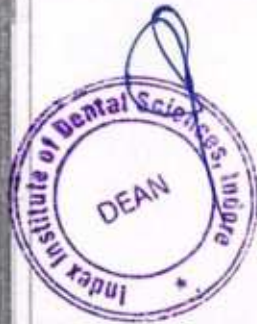


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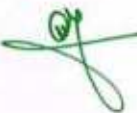
Mrs. Rekha

for successfully completing the non-teaching development
program on the topic "EMPLOYEE SAFETY" conducted at Index
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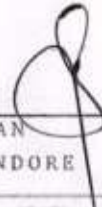
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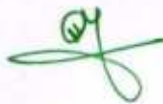
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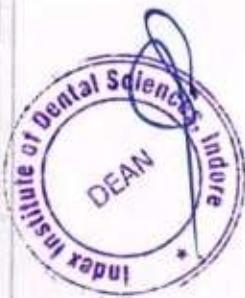



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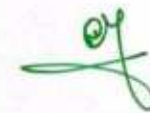
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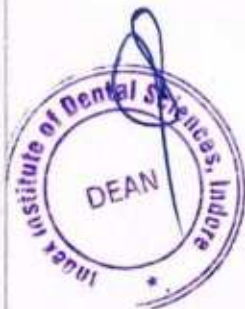



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Mr. Deepak Suneriya

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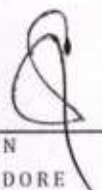
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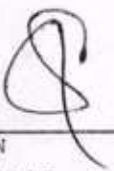
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A handwritten signature in black ink, appearing to be "S. Kumar".

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A handwritten signature in green ink, appearing to be "D. Singh".

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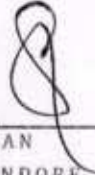


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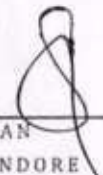
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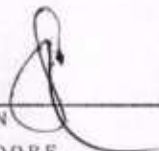
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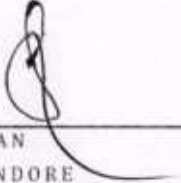
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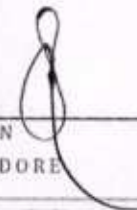
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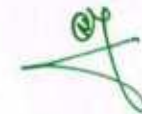
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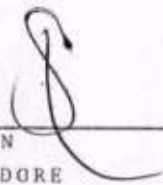
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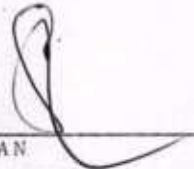
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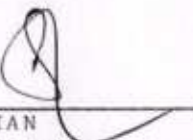
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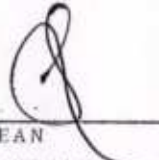
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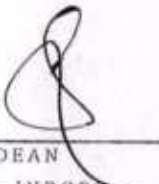
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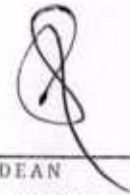


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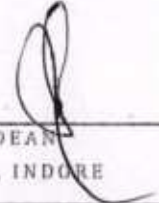
CERTIFICATE

This Certificate is awarded to

Mr. Arif Khan

for successfully completing the non-teaching development
program on the topic "EMPLOYEE SAFETY" conducted at Index
Institute of Dental Sciences, Indore from 22/09/2020 to
25/09/2020




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IIDS, INDORE


Registrar
Malwanchal University
Indore (M.P.)



MALWANCHAL UNIVERSITY, INDORE

INDEX INSTITUTE OF DENTAL SCIENCES, INDORE




CERTIFICATE

This Certificate is awarded to

Mr. Irfan Mansuri

for successfully completing the non-teaching development
program on the topic "EMPLOYEE SAFETY" conducted at Index
Institute of Dental Sciences, Indore from 22/09/2020 to
25/09/2020





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CERTIFICATE

This Certificate is awarded to

Mr. Pawan Solanki

for successfully completing the non-teaching development
program on the topic "EMPLOYEE SAFETY" conducted at Index
Institute of Dental Sciences, Indore from 22/09/2020 to
25/09/2020



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INDEX INSTITUTE OF DENTAL SCIENCES, INDORE




CERTIFICATE

This Certificate is awarded to

Mr. Sumit Chodhary

for successfully completing the non-teaching development
program on the topic "EMPLOYEE SAFETY" conducted at Index
Institute of Dental Sciences, Indore from 22/09/2020 to
25/09/2020




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Indore (M.P.)



INDEX NURSING COLLEGE

(Run by Mayank Welfare Society)

Approved by Indian Nursing Council, New Delhi, Madhya Pradesh Nurses Registration Council, Bhopal (M.P.)
Constituent Unit of Malwanchal University, Indore (M.P.)



Ref. No. INC | PO | 2020 | 1080 | B


Date- 16/09/2020

CIRCULAR

We are pleased to inform you that Index Nursing College, Indore is conducting five day Training Program on "safe usage and disposal" from 20th to 24th September 2020 at College class room.

All the staff are requested to attend the same.

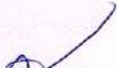
Please refer to the enclosed brochure for more details.


Principal
INDEX NURSING COLLEGE
INDORE (M.P.)
Organizing Chairperson

Dr. Prof. Smriti G Solomon
Principal, Index Nursing College

Copy to:-

- Registrar
- All concerned authority
- File


Principal
INDEX NURSING COLLEGE
INDORE (M.P.)


Registrar
Malwanchal University
Indore (M.P.)



Malwanchal University

Index Nursing College



TRAINING OBJECTIVES

- I. Categories of waste
- II. Safe handling of waste
- III. Steps to manage hazardous waste
- IV. Segregation

12/10/22
Principal

INDEX NURSING COLLEGE
INDORE (M.P.)

Concept

Health-care waste contains potentially harmful microorganisms that can infect hospital patients, health workers and the general public.

Treatment and disposal of healthcare waste may pose health risks indirectly through the release of pathogens and toxic pollutants into the environment.

The management of health-care waste requires increased attention and diligence to avoid adverse health outcomes associated with poor practice, including exposure to infectious agents and toxic substances.



Module

- I. Adequate care in handling of hazardous waste
- II. Minimize the production/generation of infectious waste.
- III. Understanding the types of waste generated in hospital.
- IV. Steps to manage hazardous waste.
- V. Segregation of bio medical waste.
- VI. Uses of personal protective equipments while handling hazardous waste.
- VII. Training and immunization of health care workers.
- VIII. Discuss the importance color coding in medical waste management.
- IX. Transportation and storage of waste.

Eligibility – staff of Index
nursing college

Start Date: 20/09/2020-24/09/2020

Schedule : MONDAY –Friday (2pm – 4pm)

Venue: Index nursing college

Trainer:

Training coordinator

Registration date: 20/09/2020

Organizing Chairperson
Dr. Prof. Smriti G. Solomon
Principal, Index Nursing College

Registration details:-Registration is free
For Registration contact
Prof. Payal sharama, INC-9179261246



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TRAINING PROGRAMME FOR NON TEACHING STAFF ON SAFE USAGE AND DISPOSAL

Overview

Index nursing college affiliated to Malwanchal University organized training programme for non teaching staff on "SAFE USAGE AND DISPOSAL" from 20th to 24th September 2020 under the guidance of Dr. Prof. Smriti G Solomon, Principal, Index Nursing College and with the blessings of Shri. Suresh Singh Bhadoria, Chairman, Index Group of Institutions.

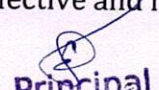
Course outline: Health-care waste contains potentially harmful microorganisms that can infect hospital patients, health workers and the general public.


Other potential hazards may include drug-resistant microorganisms which spread from health facilities into the environment.

The management of health-care waste requires increased attention and diligence to avoid adverse health outcomes associated with poor practice, including exposure to infectious agents and toxic substances.

The program was organized for five days and the timings were from 1:00 am to 4:00pm.

First day session was started with registration at 2:00am. This was followed by inaugural ceremony. The Chief Guest was Dr. Saurabh Singhal, Indore, M.P. The inauguration session was started with lighting the lamp by the chief guest with the Principal and Organizing Secretary. After lamp lighting, welcome speech was delivered by Miss. Krishna Permar Tutor/Clinical Instructor. This was followed by a break of 15 minutes. The first educative session was given by the chief guest, Dr. Saurabh Singhal, on "Introduction to Safe Usage and Disposal". In the session she discussed about the safe usage and disposal the session was very effective and it was followed by lunch break.


Principal
INDEX NURSING COLLEGE
INDORE (M.P.)


Registrar
Malwanchal University
Indore (M.P.)

College Address : Gram Morodhat, Nemawar Road, Post. Bavlia Khurd, Dist., INDORE - 452 016 (M.P.), Ph. : 0731- 4013751

E-mail : nursing@indexgroup.co.in • Visit us : www.indexgroup.co.in


City Office : 104, Trishul Apartment 5, Sanghi Colony, A.B. Road, INDORE -08, Ph. : 0731-4215757, Fax : 0731-4044715

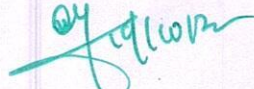
The second session was started at 1:00 pm and work stations were organized by Mr. Prabhanshu Vyas, Associate Professor and HOD, CHN Department, Index Nursing College & Mr. Jitendra Chicholkar, Assistant Professor, Index Nursing College on "SAFE USE AND DISPOSAL". Training programme was started, topic was introduced to staff. Introductory class first day session was wound up at 4:00pm.

On the second day the first session was given by Dr. Prof. Smriti G Solomon, Principal Index Nursing College on "BIO MEDICAL WASTE MANAGEMENT" in which staff were educated about internal transferring of patient. The session was followed by a break of 15 minutes. The second session of the day was on "CATEGORIES OF BIO MEDICAL WASTE" and the speaker was Mrs. Reena Thakur, Professor, MSN Department, Index Nursing College and, the session was followed by lunch break. The afternoon session was headed by Mr. Prabhanshu Vyas, Associate Professor and HOD, CHN Department, Index Nursing College & Mr. Jitendra Chicholkar, Assistant Professor, Index Nursing College and they co-ordinate on understanding "MINIMIZE THE PRODUCTION OF INFECTIOUS WASTE". The second day session was wound up at 4:00 pm.

On the third day, the first session was given by Mrs. Aline Upadhyay professor, HOD of CHN Department, Index Nursing College on "ADEQUATE CARE IN HANDLING HAZARDOUS WASTE". The session was followed by a break of 15 minutes. The second session of the day was on "STEPS TO MANAGE HAZARDOUS WASTE" and the speaker was Dr. Payal Sharma, Professor and HOD, MHN Department, Index Nursing College. The session was followed by lunch break. The afternoon session was headed by Mr. Jitendra Chicholkar, Assistant Professor, Index Nursing College on "SEGREGATION OF WASTE". The third day session was wound up at 4:00 pm.

On the fourth day, the first session was given by Mrs. Reena thakur, Professor, Index Nursing College on "UNDERSTANDING THE TYPES OF WASTE USED IN HOSPITAL". The session was followed by break of 15 minutes. The second session of the day was on "USE OF PERSONAL PROTECTIVE EQUIPMENTS" and the speaker was Prof. Prabhanshu vyas HOD, CHN Department, Index Nursing College. The session was followed by lunch break. The afternoon session was headed by Mr. Manu K. Assistant Professor, MHN Department, Index



Principal
INDEX NURSING COLLEGE
INDORE (M.P.)


Registrar
Malwanchal University
Indore (M.P.)

Nursing College on "TRANSPORTATION AND STORAGE OF WASTE". The fourth day session was winded up at 4:00 pm.


On the fifth day, the first session was given by Mrs. Aline Upadhyay professor, HOD of CHN Department, Index Nursing College on "TRAINING AND IMMUNIZATION OF HEALTH CARE WORKER". The session was followed by a break of 15 minutes. The second session of the day was on "IMPORTANCE OF COLOR CODING IN BIO MEDICAL WASTE" and the speaker was Mrs. Payal Sharma, Professor and HOD, MHN Department, Index Nursing College. The session was followed by lunch break. The afternoon session was headed by Mr. Jitendra Chicholkar, Assistant Professor, Index Nursing College on "DISINFECTANTS". Public speaking session was effectiveness of the program

The program was concluded by a valedictory session. Miss. Krishna Permar Tutor/Clinical Instructor. Proposed vote of thanks to all the speakers, organizers and the delegates. The fifth day session was winded up at 4:00 pm. The program was a great success with the hard work of all the organizers.


Principal
INDEX NURSING COLLEGE
INDORE (M.P.)

Dr. Prof. Smriti G Solomon

**Principal
Index Nursing College**


Principal
INDEX NURSING COLLEGE
INDORE (M.P.)


Registrar
Malwanchal University
Indore (M.P.)



INDEX NURSING COLLEGE



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(Constituent Unit of Malwanchal University, Indore, M.P.)



This is certify Mukesh Kumar, Index Nursing College ,Indore attended the training Program on “Safe Usage And Disposal” from 20th to 24th September 2020.

Organizing Secretary

24/10/22
Principal
INDEX NURSING COLLEGE
INDORE (M.P.)

Organizing Chairperson

04/10/22
Registrar
Malwanchal University
Indore (M.P.)



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This is certify Pinki Bhura, Index Nursing College, Indore attended the training Program on "Safe Usage And Disposal" from 20th to 24th September 2020.

Organizing Secretary

Organizing Chairperson

19/10/22
Principal
INDEX NURSING COLLEGE
INDORE (M.P.)

04/10/22
Registrar
Malwanchal University
Indore (M.P.)



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This is certify Dilip Rawat, Index Nursing College, Indore attended the training Program on "Safe Usage And Disposal" from 20th to 24th September 2020.

Organizing Secretary

Organizing Chairperson

Principal
INDEX NURSING COLLEGE
INDORE (M.P.)

Registrar
Malwanchal University
Indore (M.P.)



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(Constituent Unit of Malwanchal University, Indore, M.P.)

CERTIFICATE

This is certify Deepika Yadav, Index Nursing College ,Indore attended the training Program on "Safe Usage And Disposal" from 20th to 24th September 2020.

Organizing Secretary

Organizing Chairperson

21/10/22
Principal
INDEX NURSING COLLEGE
INDORE (M.P.)

21/10/22
Registrar
Malwanchal University
Indore (M.P.)



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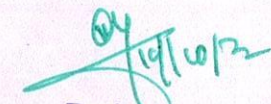


This is certify Sonali Bairagi, Index Nursing College, Indore attended the training Program on "Safe Usage And Disposal" from 20th to 24th September 2020.

Organizing Secretary

Organizing Chairperson


Principal
INDEX NURSING COLLEGE
INDORE (M.P.)


Registrar
Malwanchal University
Indore (M.P.)

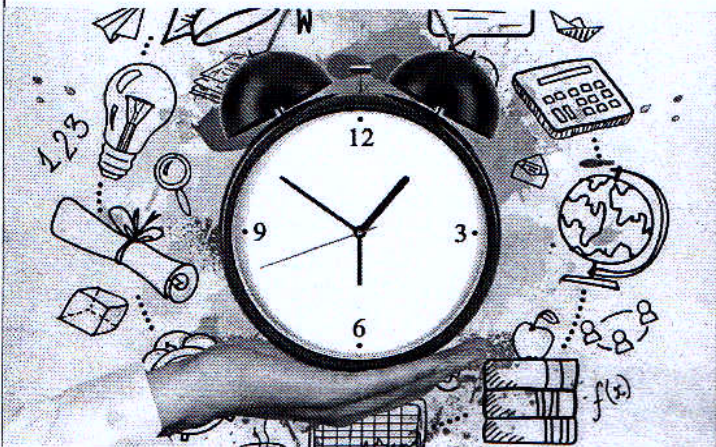


Index Department of
Physiotherapy & Paramedical Science
MALWANCHAL UNIVERSITY, INDORE

Index City, NH-59a, Nemawar Road
Indore, Madhya Pradesh, 452016.



Time Management



Learning Outcomes

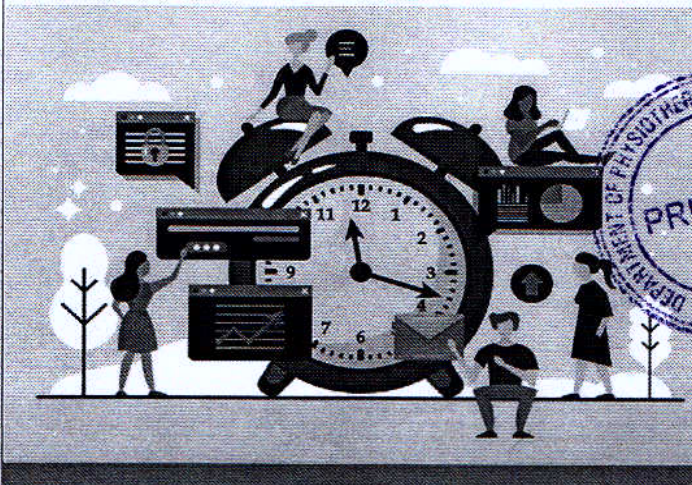
Achieve better results through effective planning and clarifying objectives.

Spend more time working toward your high-value goals.

Understand the needs of different personality styles and how to work with them

Duration of course
5 Days

Trainer
Mr. Pushpendra Singh



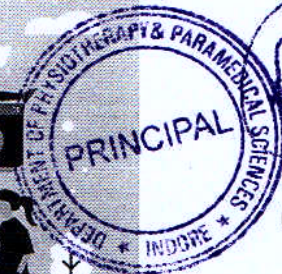
Who should Attend the course Anyone who wants to boost the confidence in time management

Date : 22-26 February 2021

Time : 1-2 pm

VENUE
INDEX DEPARTMENT OF PHYSIOTHERAPY AND PARAMEDICAL SCIENCES

Registrar
Malwanchal University
Indore (M.P.)



For Registration
Contact Details -9755008280



INDEX DEPARTMENT OF PHYSIOTHERAPY & PARAMEDICAL SCIENCES

Faculty Development Course-22/02/2021-26/02/2021

TOPIC-Time Management

RESOURCE PERSON-Dr. Reshma Khurana

Ref.No.DOPT/PO/2021

NON TEACHING STAFF REGISTRATION LIST

DATE-22/02/2021

S.NO.	NAME	SIGNATURE
1	Shyam Singh Panwar	
2	Jaipal Parmar	
3	Vijay Chouhan	
4	Ritu Balavadiya	
5	Akash Sharma	
6	Imran Khan	

NON TEACHING STAFF REGISTRATION LIST

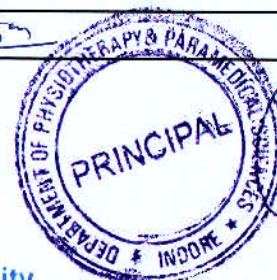
S.NO.	NAME	SIGNATURE		
		23-02-2021	24-02-2021	25-02-2021
1	Shyam Singh Panwar			
2	Jaipal Parmar			
3	Vijay Chouhan			
4	Ritu Balavadiya			
5	Akash Sharma			
6	Imran Khan			

NON TEACHING STAFF REGISTRATION LIST

DATE-26/02/2021

S.NO.	NAME	SIGNATURE
1	Shyam Singh Panwar	
2	Jaipal Parmar	
3	Vijay Chouhan	
4	Ritu Balavadiya	
5	Akash Sharma	
6	Imran Khan	

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Malwanchal University

(A Private State University Established by the Madhya Pradesh
Niji Vishwavidyalaya Adhiniyam No.17 of 2007) Registration No. MPPU20

Index INSTITUTE OF PHARMACY

Ref. No. IIP/PO/FDP/2021/

Date: 18/05/2021

CIRCULAR

This is bring to your kind notice, that the following faculty professional development program is going to be held in month of May, 2021. All concerned faculty members are requested to get themselves registered for the same before 22 of May,2021 with the course coordinator, Mr. Ms.Shifa Khacchi, and attend the same thereafter.

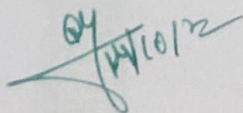
S.NO	TARGET GROUP	TARGET GROUP	DATE
1	On Human Right and Ethical Value	Faculty Members	24/05/2021 to 25/05/2021

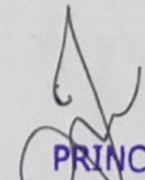
Time: 10:00am to 1:00pm

Venue: INDEX INSTITUTE OF PHARMACY, Class room num 02.

Copy to:

- Chancellor
- Vice –Chancellor
- Pro- Vice Chancellor
- Registrar
- Departmental HOD
- Faculties
- Notice Board
- File


Registrar
Malwanchal University
Indore (M.P.)


PRINCIPAL
Index Institute of Pharmacy
Malwanchal University,
Indore

INDEX INSTITUTE OF PHARMACY
REPORT FOR FDP ON HUMAN RIGHTS AND ETHICAL VALUES

The Faculty Development Programme was scheduled between 24/05/2021 to 25/05/2021 for 2 hours per day, the programme was conducted by **Dr. Sudheer Mourya**, HOD of Medicinal Department. This programme was organized to enhance the knowledge and for the development of the faculties. The seminar was conducted in room no.02 of IIP.

The topics covered in her session are as follows:

Introduction on rights.

Structure of human right

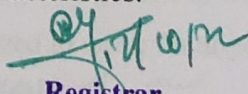
Justification of human right

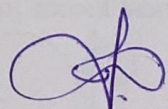
6 basic human right

On first day she took her session on the topic introduction rights every person has dignity and value. What do Rights mean? Rights are those claims and demands of an individual or group of individuals to good life which are accepted by the community or society. Human rights are a set of principles concerned with equality and fairness. Human rights can broadly be defined as a number of basic rights that people from around the world have agreed are essential. These include the right to life, the right to a fair trial, freedom from torture and other cruel and inhuman treatment, freedom of speech, freedom of religion, and the rights to health, education and an adequate standard of living. She also makes us aware about the responsibilities to protect human rights. Individuals have a responsibility to ensure that they exercise their rights with consideration for the rights of others. For example, when someone uses their right to freedom of speech, they should do so without interfering with someone else's right to speech.

On second day she took her session on the topic structure of human right. They include civil, political, economic, social and cultural rights. She explained each and every topic in detailed

Civil rights: civil rights, guarantees of equal social opportunities and equal protection under the law, regardless of race, religion, or other personal characteristics.


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Malwanchal University,
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Civil rights are an essential component of democracy; when individuals are being denied opportunities to participate in political society, they are being denied their civil rights.

Political rights: They include such rights as the right to vote and elect representatives, the right to contest elections, the right to form political parties or join them. In this every individual has the right to vote of their choice, to join the political parties or can be a contestant of election.

Economic Rights: Economic rights protected by the ICESCR include the rights to work, to receive a fair wage, safe working conditions, and to form and join trade unions.

Social rights: Social rights are the rights of people to achieve their basic human needs.

Cultural rights: Cultural rights are human rights that aim at assuring the enjoyment of culture and its components in conditions of equality, human dignity and non-discrimination. India is a country where it has numbers of different cultures. And every individual has the right to enjoy their culture.

On Second day she took her session on the topic Justification of human right in this she explained about that, the Human rights are first and foremost weapons in combating certain evils that human beings inflict upon one another, they emphasize standards of treatment that no human being could justifiably deny to others. Human rights have a common ground in one basic moral right, the right to justification.

And after that she explained all the 6 basic human right: They are Right to Equality, Right to Freedom, Right against Exploitation, Right to Freedom of Religion, Cultural and Educational Rights, and Right to Constitutional Remedies. She explained all the rights in short.

Right to Equality: in this she explained that every individual has the equal rights. Men and women should have equal rights.

Right to Freedom: It includes freedom of speech and expression, assembly, association or union or cooperatives, movement, and residence. It also includes the right to practice any profession or occupation.

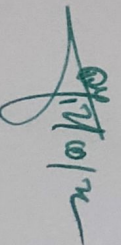
Right against Exploitation: The Right against exploitation prohibits all types of forced labour, child labour. Not a single person is forced or pressurized to work for anyone.

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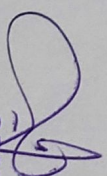
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Malwanchal University,
Indore

Right to Freedom of Religion: India is a country where there is different religion like Hindu, Muslim, Sikh, Jain, Buddhism and Christianity. Every individual has a right to follow any religion according to his/her choice. No one is compelled or to forced any religion.

The participants were given a few worksheets on these areas and their performance was evaluated. In the last part of the workshop, a few participants gave their feedback on the topic



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Indore


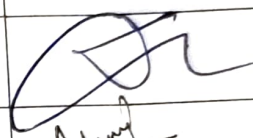

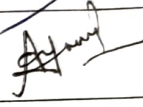




Registrar
Malwanchal University
Indore (M.P.)

INDEX INSTITUTE OF PHARMACY

ATTENDANCE SHEET FOR FDP SESSION 2020-2021


TOPIC: HUMAN RIGHT AND ETHICAL VALUE

NON TEACHING STAFF

S.NO.	NAME	SIGNATURE	SIGNATURE
1.	RAVI RANA		
2.	AYUSHUI SHARMA		
3.	NANDANI DIXIT		
4.	ABHISHEK SINGH		

DATE: 24/05/2021 to 25/05/2021


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Malwanchal University,
Indore


Registrar
Malwanchal University
Indore (M.P.)



MALWANCHAL UNIVERSITY, INDORE

Index Institute of Pharmacy

Index City, NH-59a, Nemawar Road
Indore, Madhya Pradesh, 452016.



Human Rights and Ethical values

TRAINING OBJECTIVES

1. To analyze the concept of human right.
2. To explore the utility of integrating these ethical resource.

MODULE

1. Structure of human Right
2. Justification of human right
3. 6 Basic human Right

CONCEPT

The concept of human right is an ethical idea, a way of reaching across the deep division of country ethnicity in gender. Human right is first necessary to analyze the concept of distinction between negative and positive rights. Personal freedom such as freedom of speech, assembly movement religion.

LEARNING OUTCOMES:-

1. Ability to apply ethical principles in decision making.
2. The ability to do ethical reflection.

SCHEDULE

Resource Person : Dr. Sydheer Mourya
 Date: 24/05/2021 to 25/05/2021
 Venue: Room No. 2 of IIP
 Contact person: Ms Shifa Khachhi

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 Index Institute of Pharmacy
 Malwanchal University
 Indore

