

**MEDICAL EDUCATION AND DRUGS DEPARTMENT**

G.T. Hospital Complex, 9th Floor, Lokmanya Tilak Marg,  
Mumbai 400 001 dated the 27th of July, 2015.

*Notification*

MAHARASHTRA RIGHT TO PUBLIC SERVICES ORDINANCE, 2015.

No. MIS. 0615/C.R.59/Acts.—In exercise of the powers conferred by sub-section (1) of section 3 of the Maharashtra Right to Public Services Ordinance, 2015 (Mah. Ord. No. V of 2015), the Medical Education and Drugs Department hereby notifies the public services rendered by it to eligible persons through its subordinate offices and authorities namely the Directorate of Medical Education and Research, Mumbai, Directorate of AYUSH, Mumbai, Maharashtra Institute of Mental Health, Pune, and Commissionerate of Food and Drugs Administration, Mumbai; along with the Stipulated Time Limits for providing such public services, Designated Officers and First and Second Appellate Authorities, as specified in the Schedules I, II, III and IV appended hereto, respectively, for the purposes of the said Ordinance.

*Schedule-I*

(Public services rendered to eligible persons through the Directorate  
of Medical Education and Research and the Government  
Medical Colleges and Hospitals thereunder)

S.No.	Public Services	Stipulated Time Limit	Designated Officer	First Appellate Authority	Second Appellate Authority
(1)	(2)	(3)	(4)	(5)	(6)
1	Issue of Disability Certificate	30 days	Medical Superintendent	Dean	Joint Director
2	Issue of Certificate of Minor Wound	20 days	Medical Superintendent	Dean	Joint Director
3	Issue of Discharge Certificate	15 days	Unit In-charge	Dean	Joint Director
4	Issue of Character Certificate to Students	30 days	Deputy Dean/ Vice-Dean	Dean	Joint Director
5	Issue of Study Certificate	30 days	Deputy Dean/ Vice-Dean	Dean	Joint Director
6	Issue of No Dues Certificate	30 days	Deputy Dean/ Vice-Dean	Dean	Joint Director
7	Issue of No Objection Certificate	30 days	Deputy Dean/ Vice-Dean	Dean	Joint Director
8	Issue of Medical Certificate to new recruits	15 days	Medical Superintendent	Dean	Joint Director

Schedule-II

(Public Services rendered to eligible persons through the Directorate of AYUSH and the Government Ayurvedic Colleges and Hospitals thereunder)

S.No.	Public Services	Stipulated Time Limit	Designated Officer	First Appellate Authority	Second Appellate Authority
(1)	(2)	(3)	(4)	(5)	(6)
1	Issue of Certificate of Minor Wound	Five days	Residential Medical Officer	Dean	Director
2	Issue of Discharge Certificate	Two days	Residential Medical Officer	Dean	Director
3	Issue of Character Certificate	Five days	Administration Officer	Dean	Director
4	Issue of Study Certificate	Five days	Administration Officer	Dean	Director
5	Issue of No Dues Certificate	15 days	Administration Officer	Dean	Director
6	Issue of No Objection Certificate	30 days	Administration Officer	Dean	Director
7	Issue of Medical Certificate	15 days	Administration Officer	Dean	Director

Schedule-III

(Public Services rendered to eligible persons through the Maharashtra Institute of Mental Health, Pune)

S.No.	Public Services	Stipulated Time Limit	Designated Officer	First Appellate Authority	Second Appellate Authority
(1)	(2)	(3)	(4)	(5)	(6)
1	Issue of Experience Certificate	15 days	Chief Administrative Officer	Psychiatrist, Class-1	Director-Professor
2	Issue of No Dues Certificate	30 days	Chief Administrative Officer	Psychiatrist, Class-1	Director-Professor
3	Issue of No Objection Certificate	30 days	Chief Administrative Officer	Psychiatrist, Class-1	Director-Professor
4	Issue of Pass Certificate	30 days	Chief Administrative Officer	Psychiatrist, Class-1	Director-Professor
5	Issue of Internship Certificate	30 days	Chief Administrative Officer	Psychiatrist, Class-1	Director-Professor
6	Issue of <i>Bona fide</i> Student Certificate	Seven days	Chief Administrative Officer	Psychiatrist, Class-1	Director-Professor