

**SOP FOR CORRECTION/ CHANGES IN THE ONLINE APPLICATION**  
**Recruitment of 100+ Contractual Vacancies (District Quality Monitor and CPHC**  
**Consultant) under National Health Mission, Madhya Pradesh**

Provisional screening outcomes with your application status for the positions of **District Quality Monitor and CPHC Consultant** have been announced on our website.

In case you have any queries/observations regarding screening outcome and the status of your application, you can submit your request for correction/ query from the link <http://mpnhm.samshrm.com/query> by or before **Sunday, January 09, 2022, 11:59 PM.**

The screening committee shall reply to your query at the earliest after receiving your request for correction/ query. Based on the decision of the screening committee on your query/ request, your screening outcome remarks may change.

Please refer to below **SOP** regarding Correction/ Changes if any in your online application form.

**SOP for Correction/ Changes in the Online Application Form**

S. No	Particular	Corrections to be made/ accommodated
1.	Applicant's Name	To correct the applicant's name filled in the online application form any of the following document shall be considered as valid proof: (1) Aadhar Card (2) Passport (3) PAN Card (4) Voter ID (5) Driving License (6) Others (Marksheet, Marriage Certificate etc) <b>* Please note:</b> Only spelling correction shall be made.
2.	Candidate's Father/ Husband Name	To correct the applicant's father's/ Husband name filled in the online application form any of the following document shall be considered as valid proof: (1) Aadhar Card (2) Passport (3) PAN Card (4) Voter ID (5) Driving License (6) Others (Marksheet, Marriage Certificate etc) <b>* Please note:</b> Only spelling correction shall be made.
3.	Date of Birth (DoB)	To correct the applicant's Date of Birth (DoB) filled in the online application form only 10th passed certificate/ marks sheet shall be considered as valid/ reference document, any other documents shall not be considered.  <b>Note:</b> In case DoB of the candidate is not mentioned on his 10th/ 12th certificate in that scenario kindly upload any valid age proof certificate which is specifically issued for age proof. *  <b>Please note:</b> Out of date, month, and year only one thing can be changed

S. No	Particular	Corrections to be made/ accommodated
4	Domicile	Candidates rejected based on Domicile Certificate Criteria, the candidates are required to upload their Valid domicile certificate issued by the competent authority of Madhya Pradesh.
5	Caste/ EWS Certificate	Candidates rejected based on Caste Category/ EWS, the candidates are required to upload their Valid Caste Certificate/ EWS documents issued by the competent authority of Madhya Pradesh
6	Disability Certificate	Candidates rejected based on PwD / Divyang Certificate, the candidates are required to upload their Valid PwD/ Divyang Certificate issued by the competent authority
7	Qualification	(1) No new qualification shall be added other than that filled in the online application form. (2) Name of the course shall not be changed (3) Applicants can only correct the <b>Year of Passing</b> and <b>Percentage</b> by providing scanned copies of the credentials in support of their claims.
8	Experience	1) No new experience shall be added. 2) No complete change request shall be accommodated for experience change by the applicant other than that filled in the online application form. Only single correction can be made of the following particulars: a) Organisation Name b) Designation c) Duration  The experience details shall be corrected by providing scanned copies of the credentials in support of their claims.

**\*Note:** All the requested changes/corrections and accommodation should be in alignment with the details provided by the applicants in the online application form. The correction shall only be accommodated with providing valid proof.