

**PROCESS NOTE FOR SOLICITING PREFERENCE & ALLOTMENT OF SHCs
COMMUNITY HEALTH OFFICERS, NATIONAL HEALTH MISSION, MADHYA PRADESH**

#	PROCESS	ATTRIBUTES & ACTIVITIES
1	Development and Implementation of Online Application Form for Soliciting Choice of Posting and Preferences	<p>(a) Candidate needs to Login with Application Number and DOBs; (b) Details of all the location posting location (i.e., HWC Name, Block, District Institute Name, and Institute Unique Number). (c) On page tabular view of the above to pick the choice of SHC with preference. (d) A selected candidate give the preference for minimum of 150 locations/ SHCs;</p> <p>Note: Candidates shall not be able to submit their location preferences form without providing preferences for minimum 150 locations.</p> <p>(e) Signing of the self-declaration: "I fully understand that details of location preference, as above, are being solicited for information purposes only. Job postings shall be decided by the NHM, MP officials based on overall merit rank of the selected candidate. I fully agree to abide by the location of posting determined by NHM, MP through the above process or as per their discretion and availability of the locations."</p> <p>(f) Preview of selected location and preferences before final submission; (g) Final submission of Location/ SHCs preference shall be One Time Password (OTP) based, OTP shall be shared of Registered Mobile Number (RMN), Selected candidate shall submit the form after inputting the right password (OTP) sent on RMN;</p>
2	Communication and Information for Soliciting the location/ SHCs preference	<p>(a) All the verified candidates shall be informed by Text message (SMS) on their RMN. (b) Email communication may also be sent to all selected candidates; (c) Two days of time period has been given for seeking the above information; (d) The above time period may be extended at least one time for a period of two more days, contingent on requisite approvals; (e) Monitoring of the total number of candidates who have provided the information; regular follow up with the selected candidates who don't provide the information through online dashboard; (g) Allotment for choice filling candidates shall be purely based on merit. h) Allotment Criteria for non-choice filling candidates: a) For MP Domicile candidates 1) First allotment choice shall be home district, if vacant 2) If point (1) not allotted, then SHC list (District, Block and SHC) will be arranged alphabetically, and as per the candidate home district division and allotment shall be done</p>

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		<p>3) If point (2) not allotted, then remaining list of SHCs (District, Block and SHC) will arranged alphabetically and allotment shall be done.</p> <p>For Non-MP Domicile candidates- After the above allotment criteria as listed in (h) (a), list of SHCs will arranged alphabetically and allotment shall be done.</p>
3	Submission of Report with Allocation of Location/SHCs of Selected Candidates	<p>(a) SAMS shall collate all the details solicited from the candidates.</p> <p>(b) Sub Health Centre (SHC) shall be allotted based on Overall Merit Rank and preferences of the candidates; Note: No preference shall be given for the reserved category candidate for the allotment of SHCs. This shall be totally based on overall merit rank of OWT result.</p> <p>(c) If all preferred location of any candidates is allotted to upper merit rank candidates as per the above process, in the event of this the remaining vacant Location/ SHCs shall be allotted to such candidates and there shall be no claim of allotment of preferred location by the candidates. Such claims shall not be entertained.</p> <p>(d) Announcement of location/SHCs allotment over website.</p>