



DELHI STATE CANCER INSTITUTES
- centres par excellence in the service of humanity
(A group of autonomous institutions under the Govt. of NCT of Delhi)
EAST: DILSHAD GARDEN, DELHI 110095, INDIA
EPABX: +91-11-2213 5200, 2213 5700 FAX: +91-11-2211 0505
WEST: C-2/B, JANAK PURI, NEW DELHI 110058, INDIA
EPABX: +91-11-2550 1111, 2554 1111 FAX: +91-11-2554 3333
Website: www.dsci.nic.in E-mail: director.dsci@nic.in NIN No: 1112313380



CITIZENS' CHARTER

INTRODUCTION:

DSCI (EAST)

- **DELHI STATE CANCER INSTITUTE (DSCI)** has been setup as an independent autonomous institution as a Society under Societies Registration Act XXI of 1860 w.e.f. 16.05.2006 following a Cabinet decision of the Govt. of NCT of Delhi dated **5th April 2006**. It is intended to function as a 'role model' centre of excellence to provide world class facilities for comprehensive diagnosis and management of all types of cancers with latest concepts and technology available in this field under one roof within the reach of the common people.
- The physical infrastructure and ambience created for this Institute is among the finest in the country for any Govt. institution for which DSCI was also awarded the coveted '**Vishwakarma Award**' by CIDC, Govt of India in 2015. The guiding principle of the Institute is to provide patient care with dignity, humane approach, and as per their convenience. Considering the suffering, pain and agony of cancer patients, a soothing and patient- friendly environment has been created for attracting and diverting their attention from their ailment. The Institute has earned unique distinction about its outstanding upkeep and maintenance, although it is now facing extreme crunch of space and staff.
- First Phase facilities installed at this Institute, comprising OPD and Daycare services, were inaugurated on **26th August 2006**. 2nd Phase facilities with Indoor Patient Services etc were commissioned w.e.f. 13th February 2011 with several new facilities having been added thereafter including ultra-modern diagnostic facilities, state of art operation theatres and the latest generation Robotic Surgery System.

DSCI (WEST)

- Considering the performance of DSCI (East) in Dilshad Garden over the years, the Radiotherapy Unit at the Super Specialty Hospital at Janak Puri was handed over to the DSCI by the Govt. on **8th June 2012** to develop it as **DSCI (West)** and to provide cancer treatment facilities for the residents of West Delhi. By carrying out necessary modifications in the built up structure to meet the functional needs, the

OPD and Day Care Services were commissioned here on **13th March 2013**.

- Clinical Services Support and Administrative management of DSCI (West) is being done through DSCI (East) on rotation basis.

Vision of DSCI:

- To establish the DSCI as one of best Centres in the country and to become a leading centre in Cancer Management in the international field within next 3-5 years by providing:
 - latest technology facilities for diagnostic and treatment of cancer
 - integrated patient care with humane approach
 - dedicated R&D facilities
 - human resource development responsibilities
 - technology development
 - technology transfer
 - community service programs: *IEC programs, screening/early detection, rehabilitation, R&D*
- As per the approved plans, the DSCI would be at par in facilities and services with some of the reputed cancer hospitals in the country and with some of the best international centres in the field within the next 3-5 years.
- DSCI is being established as a 'role model' Institute under the Govt. of NCT of Delhi. It is being developed as:
 - An Institute with a 'difference'!
 - An Institute providing a 'healing touch with dignity and humanity'!
 - An Institute with 'round the clock facilities in a friendly environment'!
 - An Institute providing 'care with convenience' to those who need it!
- All the facilities at DSCI are being established with an aim to obtain international credibility and accreditations like UICC affiliation, ISO 9002, ISO 14001, NABL and other national/international certifications/affiliations for excellence in services of the Institute

Mission of DSCI:

- To provide relief to patients suffering from cancer by providing them the best of the facilities under one roof in an integrated manner
- To collaborate with leading national & international centres in the field for joint treatment protocols, information/resource exchange and R&D Programs
- To coordinate with reputed international institutions/universities for high level academic programmes in HRD.

- To coordinate with Govt. and NGOs for strengthening National Cancer Control Program and for promoting indigenous protocols/technology/programs in the field.

EXPECTATION FROM PATIENTS/ RELATIVES/ GUARDIANS:

- Smoking, Tobacco chewing & consumption of liquor are not allowed inside hospital premises.
- Wait patiently for your turn.
- Help keeping Hospital & surroundings clean, cooperate with hospital staff & do not demand undue favours for best possible health care.

RESPONSIBILITIES OF THE PATIENTS/ RELATIVES/ GUARDIANS:

- The success of this hospital depends on the supports we receive from our users.
- Please try to appreciate the functioning of the hospital under various constraints.
- Please do not cause inconvenience to other patients.
- Please help us in keeping the hospital and its surrounding neat and clean.
- Please use the facilities of this hospital with care.
- Beware of Touts.
- Hospital is a '**No Smoking Zone**'.
- Please refrain from demanding undue favours from the staff and officers.
- Please provide useful feedback and constructive suggestions. These may be addressed to the Medical Director of the Hospital.
- Please bring your old OPD slip on your next visit.
- Help us to Help you.
- Keep calm and wait for your turn please.

GENERAL INFORMATION:

Name of Hospital	DELHI STATE CANCER INSTITUTES: EAST & WEST
Date / Year of Starting of Hospital	EAST: 26 August 2006 WEST: 13 March 2013
Postal Address	EAST: Dilshad Garden, Delhi 110 095 WEST: C2/B, Janak Puri, New Delhi 110058
Nearest Metro Station	EAST: Jhilmil (on Rithala - Dilshad Garden Line - Red) WEST: Janak Puri East (Rajiv Chowk - Dwarka Line - Blue)
Bus Routes	EAST: 165, 205, 212, 213, 214, 216, 234, 281, 333, 375, 847, 982 WEST: 703A, 711, 720, 724, 753, 832, 847, 879B
Enquiry Telephone No. (EPABX)	EAST: 22135700, 22135200; FAX: 2211 0505 WEST: 20896179;
Website/ E-mail	: Website: https://dsci.delhi.gov.in E-mail: director.dsci@nic.in

STAFF POSITION:

This Institute currently has following working strength of staff:

i). Medical Staff	:	116 <i>(+2 on Diverted Capacity)</i>
ii). Nursing Staff	:	92
iii). Para-Medical Staff (Technical & Dietary)	:	69
iv). Administrative, Engineering, Ministerial & Non-Ministerial Staff	:	49
vi). Outsourced, supporting staff	:	-----

CLINICAL & SUPPORTIVE PATIENT CARE SERVICES AT DSCI

OUTPATIENT DEPARTMENT (OPD): GENERAL OPD & PRIVATE OPD

- The OPD and all its related services are provided on the ground floor of the building under 2 categories – General (Free) OPD and Private (Paid) OPD. For the sake of convenience of the patient,
- General OPD services including lab collection, X-rays and Radiotherapy start by 09:00 AM daily from Monday to Saturday except Sundays and Holidays and remain functional non-stop till the last patient has been seen.
- The OPD is being managed through computerized e-hospital software, hosted by NIC, which is a web-based, workflow-driven application that functions as a Health Information Management System (HMIS) and can be easily customized with multi-tenancy support. E-hospital is also compliant with Ayushman Bharat Digital Mission (ABDM) regulations.
- The General OPD facilities run in eight rooms especially made for this purpose in the Hospital Block near Main entrance. OPD details are as under:
 - i). General (Free) OPD : Hospital Block, Ground Floor (Room No. 1 to 12)**
 - ii). Private (Paying) OPD : Diagnostic Block, Ground Floor**
 - iii). Radiotherapy Review OPD : RT & Faculty Block, Ground Floor**
 - iv). OPD Days are as under:**

S NO	CLINIC/ DEPARTMENT	DAYS	ROOM NO	TIMINGS
1.	Clinical Oncology	Monday to Saturday	1,2,3	09:00 AM to 05:00 PM
2.	Head & Neck (ENT)	Monday to Saturday	4	
3.	Gynae Onco Surgery	Monday to Saturday	5, 12	
4.	Internal medicine	Monday to Saturday	5, 12	
5.	Chest & Respiratory Medicine	Wednesday & Friday	6	
6.	Gastroenterology	Monday & Thursday	6	
7.	Anesthesia & Critical Care	Monday to Saturday	7	
8.	Pain & Palliative Care Medicine	Monday to Saturday	8	
9.	Pediatric Hemato-Oncology	Mon, Wed & Friday	12	
10.	Surgery OPD	Tue, Thu & Saturday	5	

Signage's are displayed at various locations for identification of various services.

INDOOR SERVICES (IPD): GENERAL WARD & PRIVATE WARD:

DSCI (EAST): Patients have the choice of getting admitted to General Ward as well as in Private Ward (under different categories). Currently DSCI (East) has **94 beds in General Ward (free category)**. These include 7 beds for Daycare Supportive treatment and for 7 beds for emergency cases. **26 beds are available under shared Semi-Private Category** (@ Rs. 2,100/- per day room tariff), **7 single bedded Private Rooms** (@ Rs. 5,100/- per day room tariff) and **2 Deluxe Suites** (@ Rs. 9,000/- per day room tariff). The Institute intends to commission 6 beds in ICU and 2 special isolation rooms for Bone Marrow Transplant patients, as soon as dedicated staffs for these services join. **The Indoor facilities at DSCI (East) are located in Hospital Block at:**

SI No.	Particulars	No of Beds
1	<u>In-patient Hospital Care Beds:</u> General Ward - 94 Beds (1 st Floor) Nuclear Medicine - 07 Beds (1 st Floor) Private Ward - 59 Beds (2 nd Floor) Blood Transfusion - 07 Beds (2 nd Floor) Bone Marrow Transplantation - 02 Beds (3 rd Floor)	169 Beds
2	<u>Floating Beds:</u> Brachytherapy - 03 Beds (Ground Floor) Minor OT Observations Beds - 03 Beds (Ground Floor) Emergency / Hydration - 07 Beds (1 st Floor) Day Care (Recliner Chair for Chemo) - 38 Chairs (2 nd Floor)	29 Beds + 38 Recliner Chairs

	ICU	- 06 Beds (3 rd Floor)	
	OT (Pre-operative)	- 04 Beds (3 rd Floor)	
	OT (Post-operative)	- 06 Beds (3 rd Floor)	
Total Beds			236

CHEMOTHERAPY & DAY CARE SERVICES:

- 53 state-of-the-art Recliner Chairs
- 38 of these have been placed at DSCI (East) in Chemotherapy Day Care.
- 15 Chairs are placed at DSCI (West) for day care Chemotherapy of patients there.
- Chemotherapy service is a part of integrated Clinical Oncology Program for better coordination of patient care with Radiotherapy and Chemotherapy at DSCI.

EMERGENCY:

- Emergency Services are being provided 24X7 for all cancer patients.
- 07 beds in Emergency are functioning.
- Sick Cancer Patients are managed by JR's SR's under the supervision of the faculties.
- We at present do not have ICU Support.

SURGICAL SERVICES:

- 1) **DSCI (East)** has one of the finest facilities for cancer surgery with 4 ultra-modern, modular operation theatres. .
- 2) There are two Minor Operation Theatres built on the same concept as the main Operating Rooms – one for minor surgical and Interventional Radiology procedures and the second for Brachytherapy procedures.
- 3) Currently, patients with Gynae cancers, Head & Neck cancers and General Oncology are being provided surgical services as per indication. Specialists for GI cancers, thoracic, CNS, Uro-genital are likely to join soon to complete the surgical team.
- 4) **DSCI (West)** at present does not have infrastructure for major surgical procedures.

CLINICAL ONCOLOGY SERVICE:

AT DSCI (EAST): The Clinical Oncology Section at DSCI (East) is well equipped set up with very heavy workload of patients both for radiotherapy as well as for chemotherapy in an integrated manner. It has following equipments and activities:

- i). *Varian Clinac 600C LINAC with 6 MV Photons, 80-leave collimator and portal vision features*
– *Commissioned in 2009 – treating about 70-80 patients daily including 3DCRT & Conventional planning as on date.*
- ii). *One conventional Simulator (Acuity) with TPS functioning since 2016,*
- iii). *Latest generation Monaco-version 5, 3-D Treatment Planning System Functional since 2016;*
- iv). *MOSAQ System for receiving CT images and transferring TPS Plans for executing plans as on date.*
- v). *Well-equipped Mould Room and Physics QA Section with range of Dosimeters, Phantoms, Survey meters, QC Devices etc.*
- vi). *Varian Gammamed Plus iX HDR Brachytherapy System with Acuity Simulator.*

RADIODIAGNOSIS SERVICES:

A. AT DSCI (EAST): The Radiodiagnosis Section at DSCI (East) has following equipment's and activities:

SL. NO.	NAME OF THE EQUIPMENTS	FUNCTIONAL STATUS	REMARKS
1.	High end Ultrasonography Units (3 No' s) with Radiofrequency ablation and Elastography	S2000 – Functional Acuson X-300 - Non functional Acuson Antares with RFA & Elastography - Non functional	End of support End of support (Applied for Condemnation).
2.	Portable Ultrasound Units (2 No's) for bedside examinations.	3 units in DSCI (E) - Functional Terason u smart.	-
3.	Digital X-Ray Mobile Unit	01 unit GE Optima XR 220 - Functional	-
4.	Digital Mobile C-Arm for interventional procedures in Minor/ Main OT	02 Unit - Functional	-
5.	Diagnostic and therapeutic interventional Radiology Procedures like guided biopsies, drainage of collections/blockades	Functional	
6	PICC Line/Central Venous Line Insertions etc.	Non-Functional	Due to unavailability of Faculty in Dept. of Radio diagnosis.

CLINICAL LABORATORY SERVICES:

DSCI (East) has well established ultra-modern Clinical Laboratory Services under two main sections:

A. Onco-Pathology Section with further sub-divisions into:

- a. Histopathology including routine histopathology, Immunohistochemistry, Frozen section facility
- b. Cytopathology including Liquid based cytology system;
- c. Haematology including routine haematology through fully automated cell counters, coagulation studies, serum/urine electrophoresis, flow cytometry;

The Onco-Pathology Sections is heavily loaded due to large volume of work under every sub-section. Blood samples from patients are collected throughout the day from 9:00 AM onwards on all working days. Attempt is made to keep the reporting time to the minimum. Routine blood tests reports can generally be had on the same day, while special tests and histopathology reports etc could take 2 - 15 days, depending upon the nature of the test.

B. Lab Medicine Section with further sub-divisions into:

- a. Clinical Biochemistry
- b. Clinical Microbiology

- Both the sections are equipped with ultra-modern, fully automated systems for prompt and accurate reporting.
- All the routine biochemistry and tumour marker tests are available in house. Reports are generally made available on the same day for routine tests.
 - All our lab equipments in each section remain under strict Internal as well as External Quality Assurance Surveillance and they consistently conform to the best of the laboratory standards.
 - All Lab Tests for DSCI (West) are supported through DSCI (East) for the present and the reports are dispatched on the next working day.
 - Tumour marker test for referred patients of GTB Hospital are done.
 - The Microbiology Laboratory provides routine diagnostic services for oncology patients, performing a wide range of bacteriology, mycology, parasitology, and serology investigations. Reports are made available within the speculated turnaround time. In addition to diagnostic testing, the laboratory actively supports Hospital Infection Control (HIC) activities through surveillance of healthcare-associated infections, antimicrobial resistance monitoring, environmental surveillance, and guidance on infection prevention practices, thereby contributing to patient safety and quality care.

BLOOD FACILITY:

- Blood Storage facility is operational at DSCI since October 2023. The mother Blood Bank is Guru Tegh Bahadur Hospital Blood Centre, Regional Blood Transfusion Centre (East Zone), Guru Tegh Bahadur Hospital Dilshad Garden, Delhi-110095

ICU:

- A six bedded Surgical ICU is functional at DSCI.

NURSING CARE:

- Dedicated Nursing care is a special feature at DSCI. With strength of 92 Nursing Officers, provide personalized nursing care to all our patients in OPD, Wards, Day Care, Operation Theatres and all the other patients' related services of the hospital.
- We maintain a ratio of 1 Nursing Officer for every 15 patients in Ward.
- All nursing staffs are specially trained for providing Chemotherapy treatment, critical care and palliative care required by a large number of advanced staged cancer patients, as per the prevailing spectrum of disease in the country.
- Provides comprehensive and compassionate nursing care to Paediatric Hemato-Oncology patients addressing their physical, emotional and psychosocial needs.
- Ensures infection prevention and control and Bio-Medical waste management through adherence to established protocol for patient safety and environmental protection.
- Maintains Sanitation, hygiene and laundry services to provide a clean, safe and comfortable environment for patients, attendants and health workers.

PHARMACY SERVICES:

- DSCI has well established in-house Pharmacy Services.
- Patients from General OPD/Ward are provided free medicines by the hospital, while those from the Private OPD/Ward are passed on the benefits of the discounted cost.
- For OPD patients, dispensing of medicines is done through OPD Pharmacy Counter which functions from 9:00 AM to 5:00 PM on all working days.

DIETARY SERVICES:

- The Institute has in-house arrangement to provide fresh and healthy meals to all patients admitted in Wards, as per their medical indications under supervision of the Chief Dietician.
- On festival days and on other important occasions, special meals are provided to patients in wards matching with the spirit of the occasion like Republic Day, Independence Day, New Year Day, Eid, Holi, Diwali, Christmas, Guru Purab etc.

DHARMASHALA SERVICES:

- A Dharamshala with kitchen facility was constructed in 2005 for outstation patients with financial support from Sir Sobha Singh Trust in the campus of GTB Hospital,

next door to DSCI building named as of Sir Sobha Singh Dharamshala.

- Management of this Dharamshala was handed over to DSCI in April 2010.
- Necessary renovation and face-lifting work was done and it soon started having over- utilization beyond its capacity requiring addition of new blocks to increase its capacity from 92 to 214 beds.
- Simple meals at economical rates are provided as self-cooking in rooms is not allowed.
- Entire Dharamshala now has air-cooled facility. It provides neat & clean environment for various categories of patients under dormitory, 4-bedded rooms and double-bedded room with attached toilets.
- Some of these rooms are being upgraded to air-conditioned rooms for the convenience of those who can afford.
- Outstation patients, who are required to stay for their Chemotherapy and Radiotherapy treatment and their attendants, are eligible to avail the facility. **However, despite the increase in its capacity, it generally remains full during the weekdays.**

ANM, NURSING ORDERLY, HOUSE KEEPING, SECURITY & BIO-MEDICAL WASTE MANAGEMENT SERVICES:

- These services have been outsourced by the Institute.

LAUNDRY SERVICES:

- In-house arrangement has been made for Laundry Services of the Institute.
- Automated machines have been installed by the Institute and utilization and running of these machines are being provided on outsourced basis.

NEW FACILITIES UNDER PIPELINE AT DSCI:

AT DSCI (EAST):

1. Additional Linear Accelerators to meet the unprecedented load of patients;
2. Additional surgical facilities including MR Suite for Brain Tumour Patients;
3. ICU Set up;
4. Bone Marrow Transplant facility;
5. Intra-operative radiotherapy;
6. Diagnostic and Therapeutic Nuclear Medicine setup including PET-CT with Cyclotron, and Gamma Camera with SPECT;
7. Particle Radiotherapy;
8. PET-MR;

9. Alternative Medicine System for Integrated Medicine comprising Homeopathy, Naturopathy, Ayurveda, Yoga and Meditation with Holistic Approach;
10. Clinical Research Wing for single and multi-centric trials on new developments;
11. Highly specialized research labs in Cytogenetic, Molecular Oncology, tissue culture, newer drug development etc dedicated towards cancer;
12. Advance academic programs like MD, DM, MCh, BSc, MSc, PhD etc. as a 'deemed' university for developing highly committed and trained 'human resource' for the nation to boost the National Cancer Control Program;
13. Community-based outreach programs for public awareness, prevention, screening, early detection, palliative care and rehabilitation.

ENGINEERING WING:

Engineering Wing of DSCI had been handed over to Public Works Deptt, GTB Hospital to look after the civil and electrical sub-divisions for maintenance of civil, electrical, air-conditioning and IT facilities; for further expansion of infrastructure as per the needs of patients. A Caretaking Branch also created for resolution of day to day problems in DSCI.

ACADEMIC, RESEARCH & COMMUNITY-BASED PROGRAMS AT DSCI:

DSCI has to take up other major responsibilities of establishing highly dedicated academic and research programs and commence community-based outreach activities focused on cancer education, awareness, prevention, screening, early detection, palliative care and physical-psychosocial, vocational and spiritual rehabilitation of patients in the society.

Infrastructure for academic and research programs has been established for commencing highly skilled post-graduate and post-doctoral medical programs like **MD, DM, MCh** as well as para-medical training programs like **BSc, MSc, PhD** in various fields pertaining to Oncology. Joining of more faculty and other staffs is in the pipeline for commencing all these essential activities of DSCI towards human resource development, R&D, and community based programs for prevention, screening, early detection, palliative care and rehabilitation in cancer.

COMPLAINTS / GRIEVANCES:

WHERE CAN YOU LODGE COMPLAINT

Public can lodge complaint to the **Grievance Officer, Delhi State Cancer Institute, Dilshad Garden, Delhi-110095** at 2nd Floor, Faculty Block Area from 2 pm to 3 pm and also in writing or on telephone No. 011- 22110303 during office hours or by e-mail at director.dsci@nic.in. 11 suggestion boxes are also placed at

different locations of the Institute for submission of suggestions and grievances if any.

SEEKING INFORMATION UNDER RIGHT TO INFORMATION ACT, 2005

For seeking additional information, one may apply to the O/o Nodal Officer (RTI), Room No.6, Admn Block, Delhi State Cancer Institute, Dilshad Garden, Delhi-110095 under **Right to Information Act, 2005** on prescribed Proforma along with prescribed fees.

DETAILS OF OFFICERS / BRANCH IN-CHARGE

FACULTY/MEDICAL STAFF

EPABX No. DSCI (EAST): 2213 5200, 2213 5700 Email: director.dsci@nic.in

S. No.	Name	Designation	Branch
1.	Dr Savita Arora	Director & CEO	Director Office
2.	Dr Ravinder Singh	Joint Director	Administration
3.	Dr Pankaj Tyagi	Associate professor	Gastroenterology
4.	Dr Surendra Kumar	Associate Professor	Onco-Anaesthesia
5.	Dr Swati Bhan	Associate Professor	Onco-Anaesthesia
6.	Dr Pragya Shukla	Associate professor	Clinical/ Radiation Oncology
7.	Dr Dhruv Jain	Assistant Professor	Onco-Pathology
8.	Dr Monica Gupta	Assistant Professor	Onco-Pathology
9.	Dr Vinita Kumar Jaggi	Assistant Professor	Surgical-Oncology
10.	Dr Vikram Pratap Singh	Assistant Professor	Palliative Care & Pain Relief
11.	Dr Shweta Anand	Assistant Professor	Chest & Respiratory Medicine
12.	Dr Parul Chopra	Assistant Professor	Lab Medicine
13.	Dr Ankita Gupta	Assistant Professor	Lab Medicine
14.	Dr Amit Tyagi	Assistant Professor	Surgical-Oncology

S. No.	Name	Designation	Branch
15.	Dr Afsana Shah	Assistant Professor	Clinical/ Radiation Oncology
16.	Dr Shambhavi Sharma	Assistant Professor	Clinical/ Radiation Oncology
17.	Dr Satyaki Sarkar	Assistant Professor	Onco-Anaesthesia
18.	Dr Anuradha Patel	Assistant Professor	Onco-Anaesthesia
19.	Dr Minakshi Mann	Assistant Professor	Cancer Research
20.	Dr Nidhi Srivastava	Assistant Professor	Hemato-Oncology
21.	Dr Rahul Agarwal	Assistant Professor	Head & Neck Surgery
22.	Dr Meghna Singhal	Assistant Professor	Intensive & Critical Care
23.	Dr Rajesh Gautam	Sr. Medical Officer (CHS)	On Diverted Capacity from VMHC & Safdarjung Hospital
24.	Dr Manish Kumar Sharma	Medical Officer (GDMO)	On Diverted Capacity from DGEHS

MEDICAL PHYSICISTS & TECHNICAL OFFICER

1.	Sh Sasindran M	Medical Physicist	Radiotherapy
2.	Dr Mamta Mahur	Medical Physicist	Radiotherapy
3.	Dr Varsha Raghunathji Gedam	Medical Physicist	Radiotherapy
4.	Ms Anshu	Medical Physicist	Radiotherapy
5.	Ms Pallavi Sharma	Technical Officer	Nuclear Medicine

ADMINISTRATIVE STAFF

EPABX No. DSCI (EAST): 2213 5200, 2213 5700

S. No.	Name	Designation	Office/ Room No.
1)	Dr Savita Arora	Director & CEO, DSCI	O/o Director, First Floor, Admin Block, DSCI
2)	Personal Branch of Director (<i>Ms Shakshi Arora/ Ms Mamata Rani</i>)	PA to Director, DSCI	
3)	Dr Ravinder Singh	i). Jt. Director, DSCI ii). First Appellate Authority (RTI)	O/o Jt. Director, First Floor, Admin Block, DSCI
4)	Personal Branch of Jt. Director (<i>Mohd Naheed Ashar</i>)	PA to Jt. Director, DSCI	
5)	Dr Amit Tyagi	i). Vigilance Officer ii). I/C Security Services iii). Nodal Officer (Prevention ingress of stray dogs)	Faculty Room No.04 First Floor, DSCI
6)	Dr Pragya Shukla	i). I/C Preventive Oncology ii). Admin Incharge-I (All the Court matters of DSCI, submission of replies of Lok Sabha/ Vidhan Sabha/ Rajya Sabha Questions) iii). Media Spokesperson iv). HOD Clinical Radiation Oncology v). Link Officer to Incharge Recruitment vi). Authorizing Officer DAK, DSCI vii). Member of Court Cases Matters Committee	Faculty Room No.01 First Floor, DSCI
7)	Dr Pankaj Tyagi	i). Nodal Officer Good Samaritan ii). Nodal Officer (NQAS) iii). Transport iv). MO I/C, MRD v). MO I/C ECG vi). MO I/C (Condemnation) vii). Link Officer to Admin In-charge-II	Faculty Room No.03 First Floor, DSCI
8)	Dr Anuradha Patel	i). Asstt. Director (Coordination), Convening of GC Meetings and any other work. ii). I/C Outsource Services iii). I/C Academics	Faculty Room No.08 First Floor, DSCI

S. No.	Name	Designation	Office/ Room No.
		iii). I/C NABH ii). I/C Library	
9)	Dr Dhruv Jain	i). I/C Histopathology i). Chairperson of CSR Committee ii). I/C Canteen	Faculty Room No.07 First Floor, DSCI
10)	Dr Surendra Kumar	i). Purchase Officer i). Nodal Officer, Audit ii). Incharge, DGEHS iii). Chairperson of Court Cases Matters Committee. iv). I/c Palliative Care	Faculty Room No.03 First Floor, DSCI
11)	Dr Monica Gupta	ii). Admin In-charge-II iii). I/C Hematology. iv). Nodal Officer Blood Bank v). Nodal Officer RTI, DSCI vi). Member of Court Cases Matters Committee.	Faculty Room No.09 First Floor, DSCI
12)	Dr Vinita Kumar Jaggi	i). I/C Gynae Oncology ii). I/C O.T	Faculty Room No.____ Second Floor, DSCI
13)	Dr Swati Bhan	i). I/C ICU ii). I/C Recruitment	Faculty Room No.09 First Floor, DSCI
14)	Dr Vikram Pratap Singh	i). Admn & Nodal Officer PMJAY ii). I/C Fire Safety iii). I/C Disaster Management	Faculty Room No.08 First Floor, DSCI
15)	Dr Shweta Anand	i). I/C Pharmacy ii). I/C Emergency iii). I/C & Nodal Officer I.T	Faculty Room No.02 First Floor, DSCI
16)	Dr Parul Chopra	i). I/C Stores ii). MO I/C CTB iii). Member CSR Committee	Faculty Room No.02 First Floor, DSCI
17)	Dr Ankita Gupta	i). MO I/C BMW ii). Nodal Officer Covid	Faculty Room No.19 First Floor, DSCI
18)	Dr Minakshi Mann	i). I/C Molecular Onco-Lab & Cancer Research ii). I/C Dietary Branch	Molecular Lab Second Floor, DSCI
19)	Dr Shambhavi Sharma	i). Grievance Officer ii). Medical Coordinator PMJAY	Faculty Room No.____ First Floor, DSCI
20)	Dr Satyaki Sarkar	i). I/C Equipment Maintenance	Faculty Room No.07 First Floor, DSCI
21)	Dr Nidhi Srivastava	i). I/C Radiology ii). MS PMJAY	Faculty Room No.15 First Floor, DSCI
22)	Dr Rahul Aggarwal	i). I/C SRs/ JRs	Faculty Room No.18

S. No.	Name	Designation	Office/ Room No.
			First Floor, DSCI
23)	Dr Rajesh Gautam	i). HDD Deptt. of Nuclear Medicine	Faculty Room No-22, Second Floor, DSCI
24)	Sh Anil Kumar	i). Financial Advisor / DCA	Room No-01, First Floor, Admin Block, DSCI
25)	Sh Kishore Sharma	i). Sr. Account Officer	Room No-03, First Floor, Admin Block, DSCI
26)	Ms Deepti Lahoti	i). Sr. Dietary Executive	Room No-07, First Floor, Admin Block, DSCI
27)	Sh Hemant Kumar Sharma	i). Medical Record Officer ii). MRO (Admn)	Room No-08, First Floor, Admin Block, DSCI
28)	Sh Neeraj Kumar	i). Statistical Officer (Plg.) ii). I/C Caretaking Branch	Room No-10, First Floor, Admin Block, DSCI
29)	Ms Sinimol Baby	i). Officiating Assistant Director (Nursing)-I	Room No-07, First Floor, Admin Block, DSCI
30)	Ms Jyoti Joshi	i). Officiating Assistant Director (Nursing)-II	
31)	Sh Vinu S Pillai	i). Head Clerk	Room No-04, First Floor, Admin Block, DSCI
32)	Ms Ranjana Kumari	i). Public Relation Executive	O/o Director, First Floor, Admin Block, DSCI