

**Instructions for the candidates for the Counselling to be
held on 23rd August 2022 for posting as
Community Health Officers (CHOs) under NHM, Assam**

(vide Notice No. NHM-37015/2/2020-NCD-NHM/11139 dated 16/08/2022)

Instructions:

1. **The Counselling will be conducted through Zoom.** None of the candidates need to come to the Office of the Mission Director, NHM, Assam for physical attendance for the Counselling.
2. Zoom Meeting Link will be sent to the registered Mobile Number for each Batch through SMS / WhatsApp **One hour prior** to the counselling for each batch as follows

As per Consolidated Merit List of December-2021 Term End Examination

Rank 1 to Rank 62 : 11:00 AM to 1:00 PM

3. **The candidate must login with the following ID format for attending the Zoom Counselling –**

[Candidate Rank_Candidate Name].

The candidates will be admitted into the Zoom Virtual Counselling Room only if the login name is as per above format in respective batch. In case of any delay in logging in due to improper login name, the candidate may not be able to select the place of posting as per the merit list.

4. All candidates shall login in to the Zoom meeting at the Reporting time i.e. **30 minutes** prior to the Counselling time without fail.
5. In case of any candidate not logging in within the stipulated time and he/she may not be able to choose the place of posting as per the Rank.
6. If any candidate cannot attend in the online counselling due to unavoidable reasons, in that case he/she may authorize any other person in writing along with relevant documents and the decision/selection of place of posting of the authorized person will be treated as decision/selection of the candidate. The authorized person shall attend the counselling accordingly with login as per format.
7. During the counselling, candidates will be called as per merit list and he/she will have to opt the place of posting from the list. The selection of place of posting shall be completed within 1 ½ minute.
8. Once a candidate selects and accepts a place of posting, he/she will not be allowed to alter the place of posting
9. Subject to Technical feasibility, Dashboard Link of the Online Counselling will be available in the NHM Assam Website during the Counselling to enable the candidates view the live status of available vacant positions and allotted postings will be displayed on a screen continuously.

Submission of Documents:

1. The candidates shall email the clear scanned copies of the following documents to the email ID nhmassamrecruitment2020@gmail.com. All the following documents shall be submitted in single email citing the candidate name and Rank in the following format :

DocCCHC Dec-2021 - <Candidate Rank – Candidate Name>

- a. IGNOU CCH Marks Card
 - b. NHM Engagement Letter (in case of NHM In-service candidates)
[Please note only those candidates who were engaged under NHM at the time of application of CCH Course will be considered as In-service candidate.]
 - c. CCH Counselling Acceptance Letter.
 - d. Identity & Address Proof (Passport / Drivers' License / Voter Card/ etc.)
 - e. HSLC Certificate / Any DOB proof
2. Any discrepancy detected later in the documents may lead to the disqualification and forfeiting of the candidature, followed by legal proceedings against any such misdeed.

Issue of Engagement Letters / Order:

- Engagement Order will be published in the NHM Assam Website in the **Recruitment** Section / Postings
- After receipt of the Engagement Order/Letter, the candidates shall report for joining at their respective places of posting within 7 days. The in-service candidates shall get release from their current place prior to report to the respective new place of posting as Community Health Officer..

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