

**Swargiya Dadasaheb Kalmegh Smruti Dental College & Hospital**  
**Wanadongri Road, Hingna Dist-Nagpur-441110**

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Date: 28.11.2020

**C I R C U L A R – 1438**

**(Amendment to Circular No. 1414)**

In continuation to our Circular No. 1351 & 1414 this is to inform all the Intern that in case of issues at the level of departments, Hostel, Material Management, Hospital, Medical related or otherwise send mail to:-

Sanjay Thakur : [ug.studentsection@sdk-dentalcollege.edu.in](mailto:ug.studentsection@sdk-dentalcollege.edu.in)  
Dr. Juzer Rasul : [juzer.rasul@sdk-dentalcollege.edu.in](mailto:juzer.rasul@sdk-dentalcollege.edu.in)

If the issue is pending till 7 days reminder mail to be sent to Chandrapriya Kamble and Dr. Rasul.

If the issue is still not attended till 15 Days, Mail to be sent directly to the dean

: [dean@sdk-dentalcollege.edu.in](mailto:dean@sdk-dentalcollege.edu.in)

If the issue is still pending till the 21<sup>st</sup> Day, hardcopy to be submitted to the Dean at the reception counter with the recommendation of Dr. Rasul

If the issue is still not resolved till 25<sup>th</sup> day, they can seek and appointment with the dean at the reception for meeting personally. Dean to grant appointment to the student by giving proper timings

If still the issue does not resolve till the 30<sup>th</sup> day then they can send mail to

: [president@sdk-dentalcollege.edu.in](mailto:president@sdk-dentalcollege.edu.in)

However in case of emergency they can send whatsapp to the dean on 8484938931

The reason of emergency is to be mentioned clearly. If the emergency is not justified action will be taken.

Henceforth any mail sent directly to the Dean no cognisance of the matter will be taken and serious disciplinary action will be taken this may be noted.

**For Swargiya Dadasaheb Kalmegh Smruti Dental College & Hospital**

Dean

*D. R. Banerjee*

DEAN

Swargiya Dadasaheb Kalmegh Smruti  
Dental College & Hospital  
Hingna, Dist. Nagpur