

ALL INDIA INSTITUTE OF MEDICAL SCIENCES, NEW DELHI
OFFICE OF DIRECTOR

F. No. 40-30/2023-Estt.I

18-06-2024

OFFICE MEMORANDUM

Sub: Forwarding of service-related matters to the Office of Director reg.

It has been noted that service matters from different establishment sections of AIIMS New Delhi, requiring the consideration of the undersigned, are being forwarded to the office of Director directly without appropriate examination in the supporting channel.

Accordingly, to ensure uniformity in decision making, it has been decided that all files related to service matters, requiring the approval of Director, shall be forwarded to the Chief Administrative Officer (CAO) – who after due examination – shall submit them to the office of Director, via Addl. Director (Admin).

 18/6/2024

Prof. M Srinivas
Director

Distribution (with a request to also circulate it to all officials under their control)

1. Dean/s (Academic, Research, Examination)
2. Addl. Director (Admin)
3. Medical Superintendent (AIIMS)
4. Chiefs' of all Centres / Head, NCI Jhajjar
5. Heads' of all Departments
6. Sr. Financial Advisor
7. O/lc Procurement
8. Deputy Secretary
9. All Administrative Officers