

No.F.20-10/2018-Estt.I
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ESTABLISHMENT SECTION (DO)

Ansari Nagar, New Delhi-29.

Dated the **22 MAY 2018**

MEMORANDUM

Subject: Maintenance of discipline and proper decorum at work place by the employees of AIIMS, New Delhi – Instructions thereof.

The All India Institute of Medical Sciences has built its reputation over the years through hard work and discipline. The conduct of the employees of the Institution make or mar its reputation and public image.

The quantum of patients seeking medical relief from the Institute has greatly increased over the year and consequently the work pressure on its employees has also increased commensurately. It has been observed that there have been incidents where officials during the course of their duty have entered into altercations with their colleagues. Such behaviour is neither desirable nor acceptable as it brings disrepute to the Institute and also vitiates the work environment.

Rule 3 of the CCS (Conduct) Rules, 1964 stipulates that every Government servant shall at all times maintain devotion to duty and maintain a responsible and decent standard of conduct in office as well as in public life.

While reminding all employees about the need to maintain decorum, it is also stated that there shall be no tolerance to acts of violence or abusive behaviour by or against any employee. Accordingly, all are directed to ensure maintenance of discipline in the Institute and refrain from any act which is in violation of CCS (Conduct) rules, 1964.

All the Chief of Centres/Head of the Departments/Sections/Units are therefore requested to kindly bring the contents of this OM to the notice of all working under their control for information and strict compliance.

This issues with the approval of the competent authority.



(Dr. Sanjay Kumar Arya)
Chief Admn. Officer (Actg.)

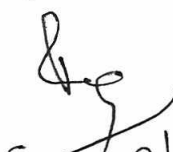
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Copy to:-

1. PPS to the Director, AIIMS/PS to Dy. Director (Admn.)/Dy. Secretary
2. The Computer Facility for hosting this memorandum on website

Sh. Sanjeev Kumar for N/A please.


23/05/18