

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES
[RECRUITMENT CELL]**

No.F.5-15/2017-Estt.(RCT)

Ansari Nagar, New Delhi-29

Dated:

24 APR 2018

OFFICE ORDER


Subject: Working arrangement of Officers of Administrative Cadre at the AIIMS, New Delhi.

Consequent upon tendering Technical resignation by Shri Sourav Sarkar, Manager (HRD) by retaining lien for a period of 2 years w.e.f. 05.05.2018, with the approval of the competent authority, following orders are issued for assignment of additional work to the following Officers, with immediate effect, till further orders:-

S.No.	Name & Designation	Additional Work allocated
(i)	Shri Pallav Kumar Chittej Administrative Officer Recruitment/General/CIMR	The following work henceforth be looked after by him as was being done earlier:- 1) Coordination Committee framed under Ministry of Health & Family Welfare for bringing uniformity in Recruitment Rules and pay scales of all Non-Faculty posts at AIIMS, New Delhi, PGIMER, Chandigarh and JIPMER, Puducherry 2) Cadre Review Committee for all Non-Faculty posts
(ii)	Shri Lalit Oraon Administrative Officer ACR/RTI Cell	1) CMET 2) Training for all Cadres at the Institute including development of training module and scheduling of the same.

They will not be entitled to any extra remuneration/honorarium for the additional assignment.

The compliance of the above orders may be reported to the Recruitment Cell.


[EALIAS P.I.]
ASSTT. ADMN. OFFICER

1. Shri Sourav Sarkar, Manager (HRD)
2. Shri Pallav Kumar Chittej, Administrative Officer (Recruitment/General/CIMR)
3. Shri Lalit Oraon, Administrative Officer (ACR/RTI Cell)

Copy to:

- 1) Chief, CMET
- 2) Professor-in-charge Transport
- 3) Deputy Secretary/Chief Administrative Officer
- 4) Administrative Officer (DO) – with reference to note dated 23.03.2018
- 5) PPS/PS to Director/DDA/Sr.F.A.
- 6) Establishment Section (DO)
- 7) Vigilance Cell/ACRs Cell
- 8) Guard File.
- 9) Professor-in-charge Computer Facility – to upload the same on Institute website.

sh. Sanjeev Kumar for N/A please

