

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

No.F.5-6/2007-Estt. (RCT)

Ansari Nagar, New Delhi-29
Dated the:

10/04/2017

OFFICE MEMORANDUM

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

Consequent upon the decision of repatriation of Mrs. Mamta Kukreti, Administrative Officer w.e.f. 13.04.2017 (A.N.), with the approval of the competent authority, Mrs. Renu Bhardwaj, Administrative Officer, CDER will look after the work of Dr. BRAIRCH in addition to her own duties and responsibilities, with immediate effect, till further orders.

They are accordingly requested to hand over/take over the charge.

Mrs. Renu Bhardwaj 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.



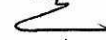
[MANOJ KUMAR JHA]
SR. ADMINISTRATIVE OFFICER

Mrs. Mamta Kukreti,
Administrative Officer, Dr. BRAIRCH.

Mrs. Renu Bhardwaj,
Administrative Officer, CDER.

Copy to:

1. Chief, Dr. BRAIRCH/CDER
2. Chief Administrative Officer (Acting)
3. Financial Advisor
4. PPS/PS to Director/DDA/Sr.FA
5. All Sr. Administrative Officer / Administrative Officer / AAOs
6. F&CAO / All Accounts Officers
7. Establishment Section – D.O.
8. Accounts Section - II & III
9. ACRs/SC/ST Cell
10. Vigilance Cell
11. Guard File
12. Professor-in-charge Computer Facility – with the request to upload the same on Institute website.

Sayed / 10

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