

No.34/123/2011-II(7) 2014/  
Chandigarh Administration  
Department of Personnel

Chandigarh, dated the

To

All the Administrative Secretaries/  
Heads of Departments/Offices/  
Institutions/Boards/Corporations  
Chandigarh Administration.

Subject: Expeditious disposal of case(s).

Sir/Madam,

I am directed to address you on the subject noted above and to state that it has been observed by this department that many departments initiate the process to frame the recruitment rules/service rules or the rules under the relevant Act but the same are not finalized by the concerned department/officer for a considerable long time which affects the working of the department. This has been viewed seriously and it has been decided that all concerned officers should monitor the files relating to framing of rules on regular basis for expeditious action.

You are requested to bring the contents of this communication to the notice of all officers/officials working under your control for strict compliance.

Yours faithfully,

Additional Secretary Personnel,  
Chandigarh Administration.

Endst. No. 34/123/2011-II(7)-2014/

Dated:

A copy is forwarded to all the Administrative Branches of the Chandigarh Administration Secretariat for similar action.

Additional Secretary Personnel,  
Chandigarh Administration.

**GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH**

(Hospital Building), Sector 32-B, Chandigarh-160030 (Ph:0172-2665253-59, Fax: 0172-2608488)

**(ESTABLISHMENT BRANCH-IV)**

03529-133

28 JAN 2014

Endst. No. GMCH-E-IV-EA-1(24/2)-2014/

Dated, Chandigarh the

A copy is forwarded to the followings for information & necessary action at their end:

1. The Medical Superintendent, GMCH, Chandigarh.
2. The Deputy Controller (F&A), GMCH-32, Chandigarh.
3. The Office Superintendents (Est. I,II,III, HA-I & II), GMCH-32, Chandigarh.
4. The Law Officer/Legal Cell & RTI Cell, GMCH, Chandigarh.
5. The Computer Programmer, GMCH, Chandigarh. He is requested to e-circulate the same among all the HODs/Br. Incharges and PA to DP/ADA of this Institute for kind information of DP/ADA.

*Ashe* 27-1-14

Superintendent (Est.-IV)

*[Signature]*