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BY SPEED POST

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24 FEB 2014

ADA

V- 17020/4/2014-ME-II(Pt-I)  
Government of India  
Ministry of Health & Family Welfare  
ME-II Section  
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Nirman Bhawan, New Delhi  
Dated the 18<sup>th</sup> February, 2014.

To

1. The Director, Post Graduate Institute of Medical Education and Research, Sector - 12, Chandigarh-160012.
2. The Pricipal Director, Govt. Medical College & Hospital, Sector- 32B, Chandigarh- 160030.
3. The Additional Director, National Board of Examination, Medical Enclave Ansari Nagar, Ring Road, New Delhi -110029.
4. The Secretary, National Academy of Medical Sciences, Ansari Nagar, Mahatma Gandhi Marg, New Delhi -110029.

Subject:- New Assignment of an officer and approval of the competent authority for holding the additional charge of the post- regarding.

Sir,

I am directed to forward a copy of reference no. 4/20/2013- EO(SM-I) dated 15-01-2014 received from Department of Personnel and Training on the subject mentioned above for strict compliance.

Yours faithfully,

(S.N Sharma)

Under Secretary to the Govt. of India  
Tel: 23061883

Encl: As above.

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**GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH**

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

**(ESTABLISHMENT BRANCH-IV)**

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22 APR 2014

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

Dated, Chandigarh the

A copy alongwith its enclosure is forwarded to the followings for information & necessary action pl. :

1. The Medical Supdt., GMCH-32, Chandigarh.
2. The Deputy Controller (F&A), GMCH-32, Chandigarh.
3. The Assistant Registrar (Academic), GMCH-32, Chandigarh.
4. The Office Supdt. (Est.-I,II,III, HA-I & HA-II), GMCH, Chandigarh.
5. The Law Officer, GMCH, Chandigarh.
6. ✓ The Computer Programmer, GMCH, Chandigarh. He is also requested to **e-circulate/email** the same to all the HODs/Br. Incharges of this Institute.

Superintendent (Est.-IV)

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No.4/20/2013-EO(SM-I)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
• Department of Personnel and Training

New Delhi, the 15<sup>th</sup> January, 2014

It has been observed that recently, an officer joined a new assignment without getting himself relieved from the previous post and without the approval of the competent authority for holding the additional charge of the post.

2. FR 49 provides that only the Central Government may appoint a Government servant already holding a post in a substantive or officiating capacity to officiate as a temporary measure, in one or more of other independent posts at one time under the Government.

3. It may, therefore, be noted that:-

- (i) An officer is required to get himself relieved from the previous post before he joins another post,
- (ii) The officer should only be appointed to a new assignment or given an additional charge of the post only with the approval of the competent authority.

4. The above is brought to the notice of all Ministries/Departments for strict compliance.



(M. Devaraj)  
Director  
Tel. NO.2309 2187

To

All Secretaries, Ministries/Departments of Government of India

Ho Health & F.W.

ad  
22/1/14