

GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH
(Hospital Building), Sector 32-B, Chandigarh-160030 (Ph: 0172-2665253-59, Fax: 0172-2608488)

No 0500-12

(ESTABLISHMENT BRANCH-IV)

6 JAN 2016

Endst. No.: GMCH/EIV/EA3(24/1)-2016/

Dated, Chandigarh the

A copy of letter No.34/123-IH(7)-2015/26168 dated 23.12.2015 alongwith enclosures received from the Department of Personnel, Chandigarh Administration, is forwarded to the following for information and necessary action please:-

1. The Medical Superintendent, GMCH, Chandigarh.
2. The HOD/MRD & IT Centre, GMCH-32, Chandigarh.
3. The Assistant Registrar (Academic), GMC, Chandigarh.
4. Incharge, Dept. of Pharmacy, GMCH-32, Chandigarh.
5. The Deputy Controller (F&A), GMCH-32, Chandigarh.
6. The Nursing Superintendent, GMCH-32, Chandigarh.
7. The Chief Dietician, GMCH, Chandigarh.
8. The Acting Librarian, GMCH, Chandigarh.
9. The Store Officer, GMCH-32, Chandigarh.
10. All Office Superintendents, GMCH-32, Chandigarh.
11. The System Analyst, IT Centre, GMCH with a request to **e-circulate/email** the same to all the HODs/Branch Incharges of GMCH Chandigarh.
12. The Law Officer/Legal Cell & RTI Cell, GMCH, Chandigarh.
13. In charge Communications, GMCH, Chandigarh


Superintendent (Est.-IV)





5/01/01/16

No.34/123-IH(7)-2015/26168
Chandigarh Administration
Department of Personnel

Chandigarh, dated the 23-12-15

To

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

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05 DEC 2015

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CA3

Subject: 'Anubhav' - Showcasing outstanding work done during service- regarding.

Sir/Madam,

I am directed to address you on the subject noted above and to enclose herewith a copy of letter No. 15039/333/2015-UT(Coord.) dated 19.11.2015 alongwith its enclosures from the Under Secretary to the Government of India, Ministry of Home Affairs, U.T. Division, New Delhi, which is self-explanatory for taking appropriate action.

Yours faithfully,

Amrit Bains
Superintendent Personnel,
for Special Secretary Personnel
Union Territory, Chandigarh.

AS F.No.15039/333/2015-UT(Coord.)
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya
UT Division

North Block, New Delhi
Dated the 19th Nov., 2015

1. The Chief Secretary, Govt. of NCT of Delhi, Delhi Sachivalaya, I.P. Estate,
New Delhi-110002.

2. The Administrator, UT of Dadra & Nagar Haveli, Secretariat, Silvassa.
3. The Administrator, UT of Lakshadweep, Kavaratti.
4. The Chief Secretary, UT of Andaman and Nicobar Islands, Port Blair.
5. The Adviser to the Administrator, UT Chandigarh, Chandigarh.
6. The Administrator, UT of Daman & Diu Secretariat, Daman, Moti Daman.
7. The Chief Secretary, Government of Puducherry, Puducherry.
8. The Commissioner of Police, Delhi Police Head Quarter I.P. Estate New Delhi.

‘Anubhav’ – Showcasing outstanding work done during service – regarding.

Sir,

I am directed to forward herewith a copy of OM No. I-34020/17/2015-Coord.I dated 30/10/2015 alongwith a copy of Ministry of Personnel, Public Grievances and Pensions Office Memorandum No. 4/2/2014-P&PW(Coord.) dated 11/10/2015 on the above mentioned subject.

subject.

2. You are, therefore, requested to kindly bring the matter to the notice of all employees under your administrative control for appropriate action.

Yours faithfully,

Yours faithfully,

Encl : As above

Under Secretary to the Government of India
Tel.: 23093599

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1752/01/Coord.
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No. I-34020/17/2015-Coord.I
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya
(Coordination-I Section)

No. 63660

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2/11

JS (UT) in meeting

North Block, New Delhi,
Dated the 30 October, 2015

DS (AML)

OFFICE MEMORANDUM

Subject: 'Anubhav'- Showcasing outstanding work done during service.

The undersigned is directed to send a copy of the O.M. No.4/2/2014-P&PW(Coord.) dated 11th October, 2015 received from Ministry of Personnel, Public Grievances and Pensions on the above subject for information and necessary action.

2 All Divisional Heads are requested to kindly bring the matter to the notice of all employees of the Ministry and the organisations under their administration control for appropriate action.


(H. Kujur)

Under Secretary to the Govt. of India
Phone No. 23094435

Encl : As above

1752/01/Coord.
03/11/2015
DS (AML)
2/11/15
To

1. All Divisional Heads in the Ministry of Home Affairs.
2. RGI&CC

No. 4/2/2014-P&PW (Coord.)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Pension and Pensioners' Welfare

Lok Nayak Bhavan, Khan Market,
New Delhi the 19th October, 2015

Office Memorandum

Subject: 'Anubhav' — showcasing outstanding work done during service.

This Department has launched an online software 'ANUBHAV' for showcasing outstanding work by retiring employee and sharing experience of working with the Government. Instructions for use of this application have been issued vide OMs of even number dated 19.2.2015 & 5.3.2015. Ministries / Departments were also requested to ensure that the largest number of employees submit their write-ups. Till date 817 write-ups have been published under this initiative and another 227 are waiting to be published.

2. To facilitate submission of write-ups by the retiring employees, a format comprising of few questions has been developed which may be used for building write-ups and separately for giving suggestions.

It is, requested that these questions may be circulated appropriately among all employees of the Ministry and attached/ subordinate offices to encourage participation in "Anubhav".

(Vandana Sharma)
Joint Secretary (Pension)

To,

Secretaries of the Ministries / Departments as per list attached.

Copy to:

1. PPS to Secretary
2. Technical Director, NIC

46. Shri Rajiv Mehrishi, IAS (RJ:80) / L. C. Goyal
Secretary,
Department of Home
Ministry of Home Affairs,
North Block,
New Delhi.

will you do it?

27/10/15

pl circulate among
all concerned

(56)

ANUBHAV

Questions for building write-up :

1. One or more exemplary work done.
2. One or two most memorable incident. Lessons learnt from them.
3. Any unforeseen work during the service or work performed with exception in difficult situation/constraint.
4. Major difficulties and challenges faced during work.
5. Reasons for joining Government and the concerned service.
6. Changes in family or job in last 10 years that have had an impact.
7. The advantages and benefits of being in the service.
8. Whether you would like to do voluntary works after retirement: Yes/No
9. If yes, What and how.

Questions for giving suggestions :

1. Lessons learnt, if any from exemplary work done. Whether it has been replicated else where ?
2. Lessons learnt from the memorable incident.
3. Solutions found in difficult situations at work. Constraint(s) that remains still unresolved and probable way to resolve them.
4. Changes considered necessary in service/ government set up to bring better service standards.
5. Advice to new entrants, colleagues and seniors.