

GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH

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

(ESTABLISHMENT BRANCH-IV)

26 SEP 2017

Endst. No.: GMCH/EIV/EA3/2017/ 39129-30 Dated, Chandigarh the,

A copy of letter No. IH(I)-2017/22632 dated 14.09.17 received from the Home Department, Chandigarh Administration, is forwarded to the followings with the request to supply the requisite information **today positively**, so that the compiled information may be supplied to the quarter concerned accordingly.

1. The Office Superintendents (Estt. I, II, III, HA-I & HA-II), GMCH, Chandigarh.
2. The System Analyst, IT Centre, GMCH. He is also requested to e-circulate/email the same to all the HODs/Branch Incharges of GMCH Chandigarh.

Ram
25/9/17
Superintendent (Estt-IV)
GMCH, Chandigarh.

2265 20/9/17

MOST IMMEDIATE

No.IH(I)-2017/ 22632
Chandigarh Administration
Home Department

Chandigarh, dated the 14-9-17

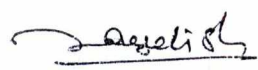
To

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

Subject: Preparation of database of posts in Government of India offices-regarding.

Enclosed kindly find herewith a copy of letter No. 15039/130/2017-UT (Coord.), dated 2.8.2017 alongwith its enclosures received from the Under secretary, Ministry of Home Affairs, Government of India, New Delhi, which is self explanatory.

You are requested to send the requisite information in the prescribed proforma in the MS-Excel sheet **by 15th September, 2017** positively for onward transmission to the Govt. of India both in hard and soft (copy).


Superintendent Home-I,
for Home Secretary,
Chandigarh Administration.

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Res 21/9/17
21/9/17
EA-3

Pers. / Estt Branch
Diary No. 697 (coi)

2760
11/8/17

SPEED POST

Date: 11/8/17 F.No. 15039/130/2017-UT (Coord.)

Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya

North Block, New Delhi
Dated the 2nd August, 2017

To

PA/Secy

Per 12760

Adviser to the Administrator,

No. 2760

PS/AA

Dated 09/08/17

1. The Chief Secretary, Govt. of NCT of Delhi, Delhi Sachivalaya, I.P. Estate, New Delhi-110002.
2. The Adviser to the Administrator, UT of Dadra & Nagar Haveli, Secretariat, Silvassa.
3. The Secretary Finance, 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 Adviser to the Administrator, UT of Daman & Diu Secretariat, Daman, Moti Daman.
7. The Chief Secretary, Government of Puducherry, Puducherry.

Subject: Preparation of database of posts in Government of India offices -regarding.

Sir,

I am directed to forward herewith a copy of Coordination Division's OM No. I-34020/120/2017-Coord-I dated 25/07/2017 along-with copy of OM No. 7(2)/E.Coord-I/2017 dated 28/06/2017 received from Ministry of Finance, Department of Expenditure on the above mentioned subject.

It is, therefore, requested to send the details of post in the MS-Excel sheet in the prescribed proforma (copy enclosed) in hard and soft copy (at email: assttel-mha@nic.in and soplg@nic.in) by 08/08/2017 to this Ministry.

Yours faithfully,

Encl : As above

(M. N. Khan)

Under Secretary to the Government of India

Ph.: 23093147

1274/CT(Coord)-17

31/07/2017

No.I-34020/120/2017-Coord-I

Government of India/Bharat Sarkar

Ministry of Home Affairs/ Grih Mantralaya

(Coordination-I Section)

3

1058008
28/07/07

North Block, New Delhi
Dated the 25th July, 2017

OFFICE MEMORANDUM

Subject:- Preparation of database of posts in Govt. of India offices.

The undersigned is directed to forward herewith a copy of O.M.No.7(2)/E.Coord-I/2017 dated 28th June, 2017 received from Ministry of Finance, Department of Expenditure on the above subject.

2. All Divisional Heads are requested to kindly send the details in the **MS-Excel sheet** to Coordination-I Section in enclosed proforma in hard and soft copy (assttc1-mha@nic.in) **by 10.8.2017 positively** and also bring the matter to the notice of the organizations (Attached /Subordinate Offices/Statutory bodies) under their administrative control for similar necessary action.

Encl: As above


(H. Kujur)

Under Secretary (Coord.-I)
Phone No. 23093856

To

1. All Joint Secretaries in MHA (P) {except JS(IC)/JS(C&PG)/JS(Judl.)
2. RG & CCI.

21/07/17
31.7.17
US(Coord)

31.7.2017
SD/w-m

31/7
H. Kujur

2) Dy. No-792/C-I/2017

CR-1038013/JSF

06-07-2017

3-7-17

No. 7(2)/L.Coord-I/2017
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi
Dated, the 28th June, 2017

Office Memorandum

Subject: Preparation of database of posts in Govt. of India offices.

Department of Expenditure is the nodal Department for creation of posts in Government of India's offices. It has been noticed that no centralized database of number of posts in each Ministry/ Department and overall Government of India is available in this Department. Availability of authentic data regarding number of posts/ employees in Government of India is crucial for determining employee related statistics and framing of policies.

2. It has been, therefore, decided that a centralized database of sanctioned posts, be prepared in this Department. All Ministries/Departments are requested to take prompt action in this regard and provide relevant information of all Attached/ Subordinate/ Statutory bodies under the administrative control. The format for providing the information is enclosed.

3. It is requested that the information may be prepared in the MS-Excel sheet and emailed to this Department within 02 months on ds-ecoord1@gov.in

4. This issues with the approval of Joint Secretary (Pers.).

DS(P) 30.6.17

31.7
DS (Coord-I)

31.7
US (CS)

30.6.17
(Renu Sarin)
DS (E:Coord-I)
Tel# 2309 2761

To,
Joint Secretary (Admn.) Ministries/Departments as per standard list.

31.7
SO (C-I)
sh V

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