

MOST URGENT

GOVT. MEDICAL COLLEGE & HOSPITAL, CHANDIGARH
(Hospital Building), Sector 32-B, Chandigarh-160030 (Ph: 0172-2665253-59, Fax: 0172-2609360)
(ESTABLISHMENT BRANCH-IV)

To

The Office Supdt Estt.- I, II, III, HA-I & HA-II
GMCH, Chandigarh.

No. GMCH-EIV-EA3-2018/ ³⁷
Dated Chandigarh the ⁸ 11/18

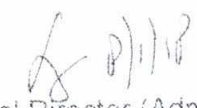
Subject: Awarding of commendation certificate on the eve of Republic Day 2018
(26.01.2018).

Reference this office Endst. No. GMCH/EIV/EA3/2017/50175-76 dated
08.12.2017, on the subject cited above.

In response, no recommendations for the award of commendation of certificate
on the eve of Republic Day, 2018 (26.01.2018) has been received till date. The Special
Secretary Finance, Chandigarh Administration has also requested to list out the achievements
of SAS cadre officers who deserve for the commendation certificate on the eve of Republic
Day.

You are, therefore directed to send the names of the officers/officials, if any
who deserve for the commendation certificate on the eve of Republic Day, 2018 (on the
prescribed format mentioned in the letter being enclosed) **by 08.01.2018 upto 4.00pm**
positively, through special messenger.

Encls: As above.


Additional Director (Admn.)
GMCH, Chandigarh


Endst. GMCH-E-IV/EA-3/2018/

Dated, Chandigarh the

A copy alongwith letter received from Home Department, Chandigarh
Administration is forwarded to the followings for information and further action:-

1. The Deputy Controller (F&A), GMCH, Chandigarh.
2. The System Analyst, IT Centre, GMCH, Chandigarh for information **with the**
request to e-circulate/e-mail to all the Heads of the Departments of this institute
for immediate action.

Encls: As above


Additional Director (Admn.)
GMCH, Chandigarh

From

The Home Secretary,
Chandigarh Administration.

PUC: No. 9/9/13-IH(I)-2017/27505 dated 24.11.2017.

Subject: Awarding of commendation certificate on the eve of Republic Day, 2017
(26.01.2018).

May kindly peruse the PUC vide which the Home Secretary, Chandigarh Administration has issued a circular thereby requesting to forward the name of such persons for the award of Commendation Certificate on the prescribed proforma.

In this connection, it is submitted that the recommendation/nominations, with brief citations (not more than one page) in respect of persons, may be sent to the Home Department, Chandigarh Administration Secretariat through the concerned Administration Secretary on or before 31.12.2017.

In view of above, may allow to endorse this PUC to all the Office Superintendents (Estt. I,II,III, HA-I, HA-II) and the System Analyst, IT Centre with the request to e-circulate/email the same to all the HODs/Branch Incharges of GMCH Chandigarh and to provide the requisite information in the prescribed performa within 07 days positively, so that consolidated report may be transmitted to the quarter concerned at earliest, as per draft endst. is added below for approval and signature, please.

5075-76
58 DEC 2017

O.S. (E-IV) Res 6/12/17

EA-3 (R) 6/12/17

R.K. Dubi 6/12/17

Res 6/12/17

It is submitted that no recommendation of names from any branch/HODs has been received so far till date vide PUC, F&PO, Chandigarh Admn. has also send another letter dt: 14/12/17 to send the list of achievements SAS cadre officers with recommendation who deserve for commendation certificate within a week.

Accordingly, draft letter is added below for approval/sign, please

O.S. (E-IV) 4/1/18 (SSS-IV)

Res 4/1/18 ADA right to try. 5/1/18

PA/ADA
Dated 4/1/18

No. GMCH/E-IV/24
Dated: 4/1/18

37/4/1/18

AAA) to speak, please

URGENT

4 JAN 2018

F&PO(1)-2017/14563

Chandigarh, dated, the 14-12-2017

To

DD/amen-32

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

h
GIV

026745

ADP

15 DEC 2017

05ETV

2 AB 4/1/18

Subject:

Awarding of commendation certificate on the eve of Republic Day
2018 (26.1.2018).

Reference letter No. 9/9/13-IH(1)-2017/27505 dated 24.11.2017
(copy enclosed), on the subject noted above.

You are requested to list out the achievements of SAS Cadre
Officers in your department along with your recommendations for recommending the
names who deserve for the commendation certificate on the eve of Republic Day, 2018,
within a week positively.

Finance & Planning Officer,
For special Secretary Finance,
Chandigarh Administration.

No.9/9/13-IH(I)-2017/ 27505
Chandigarh Administration
Home Department

Chandigarh, dated the 27/11/17

To

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

Subject:- Awarding of commendation certificate on the eve of Republic Day
2018 (26.1.2018).

Sir/Madam,

I am directed to refer to this Administration's notification No. 9/9/13-IH(I)-2010/5519, dated 29.3.2010 and to state that the Chandigarh Administration proposes to Award Commendation Certificates to the officials and non-officials for outstanding achievements in any field, on the occasion of Republic Day, 2018 (26.1.2018).

You are accordingly, requested to forward the names of such persons (officials and non-officials) for the award of Commendation Certificate. While recommending the names, the contents of the abovementioned notification may be kept in view, in particular the following:-

- Recommendation/nomination in respect of the Govt. officials may be sent only by the Head of Departments through their Administrative Secretaries, after personal scrutiny of the cases during last two years in prescribed proforma:-

Name & Designation	Father's Name	Date of Joining	Address
- In case of Govt. officers/officials, those who have been awarded any punishment in departmental proceedings or convicted in any criminal case, or to whom a charge-sheet has been served in departmental proceedings or against whom a criminal case has been registered, will not be eligible for award of the Commendation Certificate.
- A **maximum of two persons** may be recommended by the Head of Department in respect of the officials of his department.
- In case of non-officials, the recommendations may be supported by attested copies of documents.

Recommendation/nominations, with brief citations (not more than one page) in respect of persons, may be sent to Home Department (In Misc Branch), Chandigarh Administration Secretariat through the concerned Administrative Secretary on or before 31.12.2017.

It may be added that before sending recommendations/ nominations of the officials, the entire record should be scrutinized and integrity certificate based on ACRs and other record must invariably accompany each recommendation. It may please be noted that no recommendation will be entertained after the stipulated date.

Yours faithfully,

Superintendent Home-I,
for Home Secretary,
Chandigarh Administration