

GOVERNMENT MEDICAL COLLEGE & HOSPITAL SECTOR-32, CHANDIGARH*Hospital (Building), Sector 32, Chandigarh-160047, Phone 0172-2665253-57, Fax No. 0172- 2608488***HOSPITAL ADMINISTRATION BRANCH-II****CIRCULAR**

It has been observed that various employees (SR/JR/Nursing staff/technicians etc) come to Pharmacy department to get "No Dues" done whenever they leave the institute after resignation or other reasons. This is to be noted that the Pharmacy department does not lend any drug/dressing material to the individuals for which they have to get the "No Dues" from the pharmacy.

Hence, all the HODs are requested to direct the Doctors and staff working under their control to stop this practice which will save the time and energy of them as well as the time of the Pharmacy.

Dated, Chandigarh the
11.09.2018

Prof. B.S. Chavan
Director Principal

Endst.No. GMCH-HA-II-EA3 (217)/2018/

Dated:-

18 SEP 2018

A copy is forwarded to the System Analyst, GMCH-32, Chandigarh with the request to e-circulate/email the same to the following for information & further necessary action please:-

1. All HODs GMCH, Chandigarh.
2. The Chairman, Emergency Services, GMCH, Chandigarh.
3. The HOD (IT), GMCH-32, Chandigarh.
4. The DMS-I, II & III, GMCH-32, Chandigarh.
5. The EMO, GMCH, Chandigarh
6. The DC (F&A), GMCH, Chandigarh.
7. PS to DP for the kind information of Director Principal
8. The Store Officer, Central Store, GMCH, Chandigarh.
9. The Dispensary Superintendent, GMCH-32, Chandigarh.
10. The Nursing Superintendent, GMCH, Chandigarh.
11. The Law Officer, GMCH-32, Chandigarh.
12. The RTI Cell, GMCH-32, Chandigarh
13. The Cashier, Accounts branch, GMCH-32, Chandigarh
14. PA to ADA/MS for the kind information of Additional Director (Admn.) & Medical Superintendent.
15. Copy to master file and RTI file.

for

Office Superintendent (HA-II)
Director Principal