

**GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH**  
**INFORMATION TECHNOLOGY CENTRE**


**CIRCULAR**

**Subject: Regarding creation of e-mail accounts under domain "gmch.gov.in"**

Chandigarh Administration is going to implement e-office application in all the departments as per the order of worthy Adviser to Administration, UT Chandigarh. In order to implement this application software properly each employee of GMCH must have an official nic email-id under domain "gmch.gov.in"

All the HODs/ Branch Incharges are requested to kindly send the following information of each employee except nursing staff, working in their department in excel sheet format specified below, at email-id i.e. gmcc\_32@yahoo.com within 04 days of issuing this circular.

First name	Last Name	Designation	Department	State	Country Code	Mobile No	Date of Retirement / Completion of Contract (Contractual employees/ Consultants) (Format DD-MM-YYYY)	Login ID	Preferred Email Id/Login ID	Date of Birth (Format DD-MMYYYY ) Optional	Employee Code
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HOD (IT Centre),  
Govt. Medical College & Hospital,  
Chandigarh

Endst.No.GMCH-IT-18/1619-1642

Dated : 30-12-18

A copy is circulated to the following for information and necessary action please:

1. PS to DP for kind information of Director Principal please.
2. PA to ADA for kind information of Additional Director (Admn.) please.
3. PA to MS for kind information of Medical Superintendent please.
4. All HOD's Govt. Medical College & Hospital, Chandigarh
5. Joint Medical Superintendent, Govt. Medical College & Hospital, Chandigarh
6. Deputy Controller (F&A), Govt. Medical College & Hospital, Chandigarh
7. Assistant Controller (F&A) I & II, Govt. Medical College & Hospital, Chandigarh
8. Section Officer-I & II, Govt. Medical College & Hospital, Chandigarh
9. Assistant Registrar, Govt. Medical College & Hospital, Chandigarh
10. HOD, MRD, Govt. Medical College & Hospital, Chandigarh
11. All Office Superintendents, Govt. Medical College & Hospital, Chandigarh
12. Nursing Superintendent, Govt. Medical College & Hospital, Chandigarh
13. HOD, Pharmacy, Govt. Medical College & Hospital, Chandigarh
14. Stores Officers(I & II), Govt. Medical College & Hospital, Chandigarh
15. Librarian, Govt. Medical College & Hospital, Chandigarh
16. Law Officer, Govt. Medical College & Hospital, Chandigarh
17. In charge, RHTC Palsora, Govt. Medical College & Hospital, Chandigarh
18. Incharge Communication, Govt. Medical College & Hospital, Chandigarh
19. Librarian, Govt. Medical College & Hospital, Chandigarh
20. Law Officer, Govt. Medical College & Hospital, Chandigarh
21. Genetic Lab, Govt. Medical College & Hospital, Chandigarh
22. RTI Cell, Govt. Medical College & Hospital, Chandigarh
23. College of Nursing, Govt. Medical College & Hospital, Chandigarh
24. Control Room, Govt. Medical College & Hospital, Chandigarh

  
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