

GOVT. MEDICAL COLLEGE & HOSPITAL, CHANDIGARH

(Hospital Building), Sector 32-B, Chandigarh-160 030 Ph. No. 0172-2665253-60, Fax No. 0172-2609360

(ESTABLISHMENT BRANCH-IV)

CIRCULAR

In continuation to earlier order no. GMCH/EIV/2018/45016-31 dated 25.10.2018, all the HODs/Branch Incharges are requested to submit the attendance report in respect of all category of staff viz. Safaikaramcharis, Ward Attendants, Paramedical Staff, Security Staff & Technical Staff etc. engaged through outsource by 12.00 Noon of last working day of the month under all circumstances.

The compliance of this order must be strictly adhere to in letter and spirit.

Dated: 25.10.2018

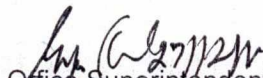
Prof. B. S. Chavan,
Director Principal
Govt. Medical College,
Chandigarh.

Endst. No. : GMCH/E-IV/2018/

Dated: 27 DEC 2018

A copy is forwarded to the following for information and necessary action:-

1. The Joint Director (Admn.), GMCH, Chandigarh.
2. The Medical Superintendent, GMCH, Chandigarh.
3. The Joint Medical Superintendent, GMCH, Chandigarh.
4. All HODs, GMCH, Chandigarh.
5. Vice Principal, College of Nursing, GMCH, Chandigarh.
6. The DC (F&A), AC(F&A) I & II, SO (Accounts) & (Audit), GMCH, Chandigarh.
7. System Analyst, I.T. Centre, GMCH, Chandigarh with a request to e-circulate / e-mail to the same to all the HOD's/ Branch Incharges of GMCH-32, Chandigarh.
8. Registrar Academics, GMCH, Chandigarh.
9. Chief Dietician, GMCH, Chandigarh.
10. Librarian, GMCH, Chandigarh.
11. Nursing Superintendent, GMCH, Chandigarh.
12. Dispensary Superintendent, GMCH, Chandigarh.
13. Superintendent Health, Department of Medical Education & Research, UT Secretariat, Sector 9, Chandigarh.
14. All Office Superintendents, GMCH, Chandigarh.
15. Stores Officer, GMCH, Chandigarh.
16. Chief Warden (Hostels), GMCH, Chandigarh.
17. Legal Cell and RTI Cell, GMCH, Chandigarh.
18. DPE, GMCH, Chandigarh.
19. Incharge-MRD/Pharmacy, GMCH, Chandigarh.
20. Incharge Communications, GMCH, Chandigarh.
21. Incharge Control Room, GMCH, Chandigarh.
22. PS/ DP for the kind information of DP.
23. PA/ ADA for the kind information of ADA.
24. PA/ MS for the kind information of MS.
25. Master file.


Office Superintendent (E-IV)
for Director Principal