

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110029
(RECRUITMENT CELL)

No. 12-10/2018-Estt. (RCT)

Dated:-

01 OCT 2026
01/10/2026

OFFICE MEMORANDUM

Subject : Grant of Non-Functional Selection Grade (NFSG) to Upper Division Clerks (now Senior Administrative Assistant) at the AIIMS, New Delhi.

Consequent upon the recommendations of the Internal Committee constituted for grant of Non Function Selection Grade to Upper Divisional Clerks (Now Sr. Administrative Assistant) of this Institute in terms of DoPT's OM No.20-49/2009-CS.II (B) dated 22.06.2011 in its meeting held on 16.09.2026. The Competent Authority is pleased to grant Non Functional Selection Grade to Upper Divisional Clerks (Now Sr. Administrative Assistant) of this Institute in Level-6 of the pay matrix from the date mentioned against their names in the Annexed list.

The officials concerned may exercise their options, if any, under FR 22 within one month of the issuance of the order granting the Non Functional Selection Grade.

The pay fixation on account of NFSG is subject to adjustment of pay granted to these incumbents on account of any of the pay up gradation/promotion etc.

Ankit Kumar
01/10/2026
(ANKIT KUMAR)

ADMINISTRATIVE OFFICER

Distribution :-

All Concerned

Through: their respective officer in-charge.

Copy to :

- 1) The Establishment Section :- (DO)/Dr. R.P. Centre/CNC/Dr. BRAICH/Hospital/NCI, Jhajjar
- 2) The Accounts Officer :- (DO)/Dr. R.P. Centre/CNC/Dr. BRAICH/Hospital/NCI, Jhajjar
- 3) Prof. in charge (Computer facility):- with request to upload the same to Institute website.

ANNEXURE-I

List of eligible Upper Divisional Clerks (Now Sr. Administrative Assistant) for grant of NFSG

S.No.	Name	Date of Birth	Date of grant of NFSG	Place of posting
1.	Anita Gusain (Kamal Singh)	10-01-1973	01.04.2026 onwards	RTI Cell
2.	Rakesh	15-05-1972	03.05.2026 to 16.06.2026	Estt. Section (D.O)
3.	<u>Chanchal Saxena</u>	05-Aug-70	06.07.2026 onwards	Radio diagnosis
4.	<u>Ajay Kumar Saxena</u>	16-Apr-72	06.07.2026 onwards	Psychiatry
5.	<u>Bhuwan C.S. Manral</u>	25-Jun-72	06.07.2026 onwards	General Section
6.	<u>Manbar Singh</u>	21-Oct-72	06.07.2026 onwards	Dr. RP Centre
7.	<u>Kesho Ram Sharma</u>	23-Nov-72	06.07.2026 onwards	Recruitment Cell
8.	<u>Sujata</u>	10-Dec-72	06.07.2026 onwards	Research Section
9.	<u>Anuradha</u>	24-Jan-73	06.07.2026 onwards	CNC
10.	<u>Ashok Kumar</u>	10-Feb-74	06.07.2026 onwards	Hospital
11.	<u>Jagdish Chandra Pujari</u>	13-Feb-73	08.07.2026 onwards	Hospital
12.	<u>Kritika Sharma</u>	21-Mar-73	08.07.2026 onwards	Obstetrics and Gynaecology
13.	<u>Ravinder Singh</u>	18-Jul-73	08.07.2026 onwards	Dr. BRAIRCH
14.	<u>Pramod Kumar Pandey</u>	05-Oct-73	08.07.2026 onwards	Neurosurgery
15.	<u>Rajinder Singh</u>	03-Nov-73	08.07.2026 onwards	General Section
16.	<u>Birendra Singh Rana</u>	17-Dec-73	08.07.2026 onwards	Finance Division
17.	<u>Anita Rani</u>	22-May-74	08.07.2026 onwards	Finance Division
18.	<u>Nisha Singh (Wadhera)</u>	16-Jun-74	08.07.2026 onwards	Obstetrics and Gynaecology
19.	<u>Anu Kwatra</u>	16-Jul-74	08.07.2026 onwards	CNC
20.	<u>Anju Sinha</u>	18-Jun-74	08.07.2026 onwards	CNC
21.	<u>Kailash Chand Sharma</u>	14-Jul-74	08.07.2026 onwards	Haematology
22.	<u>Rupinder Kaur</u>	10-Aug-74	08.07.2026 onwards	Hospital
23.	<u>Kailash Chandra Papnai</u>	15-Aug-74	08.07.2026 onwards	Dr. RP Centre

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24.	<u>Seema Sharma</u>	28-Sep-74	08.07.2026 onwards	CNC
25.	<u>Satendra Singh</u>	01-Jan-75	08.07.2026 onwards	Finance Division
26.	<u>Rajeev Gautam</u>	13-Feb-75	08.07.2026 onwards	TII
27.	<u>Chandershekhar</u>	09-May-75	08.07.2026 onwards	Faculty Cell
28.	<u>Poonam Malik</u>	25-May-75	08.07.2026 onwards	CNC
29.	<u>Surender Singh Kathayat</u>	31-Jul-75	08.07.2026 onwards	Finance Division
30.	<u>Sunil Kumar Sarwan</u>	01-Aug-75	08.07.2026 onwards	Hostel Section
31.	<u>Pramod Joshi</u>	06-Oct-75	08.07.2026 onwards	CNC
32.	<u>Binita Kumari Pandey</u>	05-Feb-76	08.07.2026 onwards	Finance Division
33.	<u>Sanjay Kumar</u>	10-Feb-76	08.07.2026 onwards	NCI, Jhajhhar
34.	<u>Lalit Azad</u>	07-May-76	08.07.2026 onwards	Finance Division
35.	<u>Manju Sharma</u>	15-Jul-76	02.08.2026 onwards	Finance Division

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