

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

No.F.20-02/2016-Estt. I.

Ansari Nagar, New Delhi-29
Dated the: 30th January, 2021

OFFICE MEMORANDUM

Subject: Working arrangement of the Office of the Medical Superintendent for Dr. R.P. Centre for Ophthalmic Sciences at the AIIMS, New Delhi.

The Director has been pleased to order that Dr. Anoop Daga, Additional Professor of Hospital Administration will look after duties of the Medical Superintendent for Dr. R.P. Centre for Ophthalmic Sciences (Additional Charge) w.e.f. 01.02.2021, in addition to his own existing duties & responsibilities till such time a regular appointment is made, or until further orders.

Dr. Anoop Daga will not be entitled to any remuneration/ honorarium for the aforesaid additional assignment.

Accordingly, Dr. Shakti Kumar Gupta is advised to hand over the charge of Medical Superintendent for Dr. R.P. Centre for Ophthalmic Sciences to Dr. Anoop Daga in the afternoon of 30.01.2021 (31.01.2021 being Sunday).


(B. S. GILL)

SR. ADMINISTRATIVE OFFICER

Dr. Anoop Daga,
Additional Professor
Thr: The HOD of Hospital Administration

Copy to : 1. Dr. Shakti Kumar Gupta, Medical Superintendent (Dr. R.P. Centre)

2. The Chief of Dr. R. P. Centre

3. All Chief of Centres/HODs

4. The Medical Superintendent, AIIMS

5. The Deans (Academic/Research/Examinations),AIIMS

6. The Associate Deans (Academic/Research/Examination), AIIMS

7. All faculty members of the Department of Geriatric Medicine

8. PPS to Director, AIIMS

09 PS to Deputy Director (Administration)

10. PA to Sr. Financial Advisor

11 PA to Registrar, AIIMS

12. PS/PA to Prof.-in-charge (PIC), Faculty Cell

13. PS/PA to Chief Admn. Officer

14 PA to Superintending Engineer

15. The Computer Facility for hosting of Institute of Website

16. The Accounts Sections-II & III

17. The ACR Cell, AIIMS

18. The RTI Cell, AIIMS

19. The SC/ST Cell, AIIMS

20 Personal file of Dr. Anoop Daga