



सत्यमेव जयते

जवाहरलाल स्नातकोत्तर आयुर्विज्ञान शिक्षा एवं अनुसंधान संस्थान  
**JAWAHARLAL INSTITUTE OF POST GRADUATE MEDICAL EDUCATION & RESEARCH**  
(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)  
(An Institution of National Importance under Ministry of Health & Family welfare)  
धन्वंतरि नगर, पुदुच्चेरी / Dhanvantari Nagar, Puducherry- 605 006



No.Admin-I.27(13)/2018

Dated: 1 APR 2018

**OFFICE MEMORANDUM**

**Sub:** Nomination of Drawing & Disbursing Officer (DDO) on rotational basis - Reg.

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As per the approval of the competent authority, it is hereby informed that to designate the DDO on rotational basis once in every 3 years from amongst the regular and eligible Assistant Accounts Officer, Shri. S. Deivanayagam, Assistant Accounts Officer has been designated as DDO in the place of Shri. A. Selvam, Accounts Officer (Ad-hoc) with immediate effect.

Shri. S. Deivanayagam has to move first and take over all the records related to DDO within three days and subsequently Shri. A. Selvam to move to take over the records related to purchase section from Shri. S. Deivanayagam.

  
**DEPUTY DIRECTOR (ADMN.)**  
DEPUTY DIRECTOR (ADMN.)  
JIPMER, PUDUCHERRY

To

1. Shri.A. Selvam, Accounts Officer (Adhoc).
2. Shri.S. Deivanayagam, Asst. Accounts Officer.

**Through Proper Channel**

Copy to:-

1. PS to Director/MS/Dean (Academic)/Dean(Research)
2. PS to Deputy Director (Admn.)/Faculty (Admn.)/Faculty (Finance)/AO/WO/LO/
3. Officer In-Charge of Purchase and F&CAO - For Necessary action
4. IT Wing – for uploading in the JIPMER website
5. All Departments./Sections/Notice Boards