



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)  
भारत सरकार / GOVERNMENT OF INDIA



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No. Admn.I.8(80)/2021

Dated: 28 AUG 2024

## CIRCULAR

**Sub: JIPMER BULLETIN – a digital magazine published quarterly - Reg. -o0o-**

The competent authority has decided to publish a digital magazine – ‘JIPMER Bulletin’ on quarterly basis from the next quarter i.e. October – December, 2024 and requested all the heads of the departments/sections/Units & employees/students to prepare and submit the proof read content to the **email ID: [bulletin@jipmer.ac.in](mailto:bulletin@jipmer.ac.in)** on or before the end of the present quarter i.e 30.09.2024 and same for the upcoming future quarters on or before the quarter ending in the following news categories as mentioned below:

The news to be covered under the following categories:-

- Food for thought – by the Editorial Board (Relating to Science & Medicine)
- Exemplary service to the community in the quarter concerned – concern dept. HoD’s to submit
- Conference/CME/Workshops organized by Departments/JIPMER – concern dept. HoD’s to submit
- New facilities and infrastructure operationalized – concern dept. HoD’s to submit
- Awards and Laurels won by JIPMER Staff, Student and Faculty members – Individual(s) to submit
- Important events held in the last quarter – to be submitted by PRO
- Staff column/Student Column/Faculty Column
- List of the Promotion and new appointment/ notification – to be submitted by Admin-I (Recruitment A, B, C), SR, Deputation, Admin-I (Promotion), Admin-IV (FW)
- Retirement list with photos and information – to be submitted by Pension Cell
- Dedicated page for JIPMER, Yanam – to be submitted by Nodal Officer MSCU, Yanam
- Dedicated page for JIPMER Karaikal – to be submitted by Dean, JIPMER, Karaikal
- Important calendar events in the forthcoming quarter.
- Obituary – to be submitted by Admin–III(A), III(B) & Admin-IV (Faculty Wing)
- Research achievements – to be submitted by O/o Dean (Research)
- Academic achievements – to be submitted by Academic Section
- Academic counselling - to be submitted by Academic Section

Further, JIPMER wishes to give opportunities for the faculty, staff & students to showcase their creativity and writing skills. In order to encourage and include the participation of all the employees, all are hereby invited to contribute their talents, creative as well as literary skills in the form of articles. Employees are directed to write their content on various topics related to JIPMER hall marks and do as directed below;

Sl. No.	TOPICS FOR WRITING FACUTY/STAFF/STUDETNs CORNER
1	Short Story
2	Poem
3	Essay/Article

**Last date of submission of the official/employee/student content:**

- All the HOD's/OIC's & section in-charges & employees are requested to send the proof read content on or before the quarter ending i.e. Jan-March, April – June, July – September & October-December for publishing in the JIPMER Bulletin in next quarter to the **email ID: [bulletin@jipmer.ac.in](mailto:bulletin@jipmer.ac.in)**.

**Guidelines for submission of content for Faculty/Staff/Students corner:**

Original unpublished work

- only unpublished work is eligible for entry in the JIPMER Bulletin.
- Employees name and contact details must appear on the submission e-mail
- Faculty/Staff/Students submitted Content will be finalized by the Editorial Board who will finalize the content for JIPMER Bulletin.
- The word limit for creative writing is: 500 words which will be adhered to rigorously.

**Format : docs/word file**

- Content must be typed in word format.
- The title of the prose (short story or work of creative nonfiction), the Employee/Student Name, Employee/Student ID, Designation/Course as well as working department/section must be mentioned.

In all the cases the decision of the competent authority is final. All entrants must agree to be bound by the rules, guidelines and decisions of the Editorial Board.

Signed by

Hawa Singh

Date: 28-08-2024 10:46:49

(HAWA SINGH)

SENIOR ADMINISTRATIVE OFFICER

बरीष्ठ प्रशासनिक अधिकारी / Senior Administrative Officer

जिपमेर, पुदुच्चेरी / JIPMER, Puducherry

To:

All HODs/ Officer in-Charge/ Section In-charge – To circulate.

**Copy to :**

1. PS to Director/M.S./DD(A)/Dean(Research)/Dean (Academic)/Dean (Karaikal)/SFA
2. PA to Sr. Admn. Officer/Sr. Acc. Officer.
3. Editorial Board committee – JIPMER Bulletin
4. Nodal Officer, Yanam MSCU / JIPMER Karaikal Office.
5. Officer-in-Charge of IT Wing – To upload in JIPMER website.
6. OIC, Hindi Cell – To translate in Hindi version and upload in official website.
7. AAO- Admn.IV/ Admin-I(Promotion Cell)/Admin-I (Recruitment)/Deputation/SR – to submit the list of promotions and appointments/notifications of each quarter.
8. AAO-Pension cell – to submit the retirement list of each quarter.
9. PRO section – to submit press release copies
10. All Hostel Warden(s) – to circulate among students