

भारत सरकार / GOVERNMENT OF INDIA

जवाहरलाल स्नातकोत्तर आयुर्विज्ञान शिक्षा एवं अनुसंधान संस्थान

(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्त्व का संस्थान)

धन्वंतरि नगर, पुदुच्चेरी - 605 006

JAWAHARLAL INSTITUTE OF POSTGRADUATE MEDICAL EDUCATION AND RESEARCH

(An Institution of National Importance under Ministry of Health & Family Welfare)

Dhanvantri Nagar, Puducherry - 605 006

DEPT: ADMIN-IV (Faculty Wing) Phone: 0413 2296025 E-mail: admn4facultywingjipmer@gmail.com

No.Admn.4(FW)/Circular/2024

Dated: 13 JUN 2024

CIRCULAR

With implementation of E-Office, all "ORDERS" related to Admn.4(Faculty Wing) are dispatched only through E-office to the concerned HOD with a copy to the Stenographer/Storekeeper of the Department.

It is therefore requested that all HODs/ concerned Stenographer/Storekeeper access their e-office accounts regularly to ensure timely communication of such orders.

This is issued with the approval of the Director.

Signed by

Hawa Singh

Date: 13-06-2024 15:17:31

SENIOR ADMINISTRATIVE OFFICER

वरिष्ठ प्रशासनिक अधिकारी

Senior Administrative Officer

जिपमेर / JIPMER

पुदुच्चेरी / Puducherry-6

To:

-All the Head of Departments – for information and circulation among all faculty members

Copy to:

-The P.S to Director/M.S/Dean (Academic)/Dean (Research)/DDA

- Dean (JIPMER, Karaikal)

- PA to SAO/Sr.Accounts Officer

-IT Wing – with a request to publish in Internal JIPMER Website.