

MOST IMMEDIATE/OUT TODAY

**GOVERNMENT OF NCT OF DELHI
OFFICE OF THE ADDL MEDICAL SUPERINTENDENT (ADMN.)
LOK NAYAK HOSPITAL: NEW DELHI-110002**

F.No.PA/AMS(A)/LNH/125/2025-26/III

Dated:

24/04/2026

OFFICE ORDER

In supersession of all previous orders in this regard, the following revised channel of submission of APARs in respect of NTS/GDMO/Ministerial/Accounts/Planning/IT/ Paramedical/Nursing staff/various other staff posted in LNH is hereby prescribed as under:

S.N	Name of post	Reporting Officer	Reviewing Officer	Disclosing Officer/Custodian of APARs/Remarks
1	Medical Cadre NTS & GDMOs	Additional MS (A)	Medical Director	Section Officer Vigilance Branch, LNH
2	Administrative Officer/ Deputy Director	Additional MS (A)	Medical Director	As per online SPARROW Portal
3	Accounts Cadre COA/DCA Assistant Accounts Officer / Accounts Officer/Senior Accounts Officer	Addl. MS (A) DCA	Medical Director COA/ Additional MS (A)	Section Officer (Vigilance). SO (Vig), will forward duly completed APARs in all respects to Finance Department, GNCTD for the safe custody and records.
4	Planning Cadre Assistant Director, Planning Statistical Officer/ Statistical Assistant Posted in Planning Branch, LNH Statistical Officer/ Statistical Assistant posted in MRD, LNH	MOI/c (Planning) AD(Planning) MOI/C, MRD	Additional MS (A) AMS (M) AMS (M)	Section Officer (Vigilance). SO (Vig), will forward duly completed APARs in all respects to Planning Department, GNCTD
5	Ministerial Staff Section Officers posted in LNH Section Officers posted in STC Junior Assistant/ Senior Assistant / ASO posted in Establishment- I, II, III, IV & V, Vigilance Branch,	Additional MS (A) DMS (STC)/Incharge (STC) Concerned Section Officer	Medical Director Additional MS (A) Additional MS (A)	

Human

	General Branch, Court Case Cell, MR Cell Junior Assistant/ Senior Assistant / ASO posted in Accounts Branch Any other ministerial official posted in personal branches of doctors Ministerial Staff posted in STC	A.O./ Sr. A.O./ DDO Concerned MOI/c /Doctor Section Officer, STC	DCA/COA Additional MS (A) DMS (STC)	As per online SPARROW Portal
6	IT Cadre Technical Officer/ Assistant Programmer IT	MOI/c(IT)/ DMS (Registration)	Additional MS (A)	Section Officer (Vigilance). SO (Vig), will forward duly completed APARs in all respects to IT Department, GNCTD
7	Nursing Staff (Nursing Officer/ Sr Nursing Officer) Additional Nursing Suptd. Dy. Nursing Superintendent Nursing Superintendent	Concerned ANS DNS N.S. AMS (A)	Concerned N.S. N.S. AMS (A) Medical Director	Section Officer Vigilance Branch, LNH
8	All Paramedical Staff dealt under E-V /E-I Branch	Respective MOI/c	Respective HODs	
9	Various Staff dealt under E-II Branch	Respective MOI/c	Respective HODs	

The above arrangement is made for writing of APARs for the year 2025-26 onwards and shall come into force with immediate effect. Further the custodian of APARs for ex-cadre of LNH i.e. (Doctors/Nursing Staff/Paramedical Staff/Various staff of E-2 Branch, LNH) shall be Vigilance Branch, LNH and the Vigilance Branch shall be responsible for safe custody and maintenance of APARs record of the staff of LNH as well as forwarding duly completed APARs related to Accounts Cadre, IT Cadre, Planning Cadre staff to these departments and/or any other correspondence in this regard to any concerned departments.

This issues with the prior approval of Medical Director, LNH


(Dr. Prafull Kumar)
AMS(A)/H.O.O

F.No.PA/AMS(A)/LNH/125/2025-26/

Dated:

Copy for information to :

1. PS to MD, LNH for kind information please.
2. All HODs, LNH
3. AMS (M)/DMS(STC)/DMS(A)/All MOI/c/DCA/AD (Plg.) for information please
4. All Section Officers, LNH & STC / Nursing Superintendent, LNH
5. Technical Officer, IT Branch, LNH with direction to upload on the official website.
6. Guard File


(Dr. Prafull Kumar)
AMS(A)/H.O.O