

MOST IMMEDIATE/OUT TODAY

GOVERNMENT OF NCT OF DELHI
OFFICE OF THE DIRECTOR (ADMN)
LOK NAYAK HOSPITAL: NEW DELHI-110 002

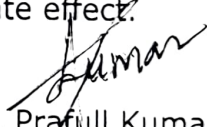
No. F.PA/Dir(A)/LNH/2023-24/139
& F.40/Misc(Sr.Nsg.Officer)/E-III/LNH

Dated: 23/12/2023

OFFICE ORDER

This is in continuation of this Office Order of even number dated 15.12.2023. In this connection it is further directed that henceforth all communications by Nursing Staff should invariably be addressed to Director (Admn) but should come "Through Proper Channel via Nursing Superintendent". In addition to this all PUCs viz., Earned Leave, Joining Report, Departure Report AND PUCs relating to Medical Leave, Medical Fitness Certificate/report and information containing not attending office owing to medical emergency shall be sent as per the proforma enclosed. Other PUCs/communications shall be sent separately as usual.

The above directions shall come into force with immediate effect.


(Dr. Prafull Kumar)
Director (Admn)

No. F.PA/Dir(A)/LNH/2023-24/

Dated:

Copy for information and necessary action to:

1. AMS (STC)
2. Administrative Officer
3. Nursing Superintendent, LNH
4. Section Officers - SO/E-III
- ✓ 5. Asstt. Programmer, IT Cell, LNH for uploading this OO on official website
6. PS to Medical Director for kind information of worthy MD
7. Nursing Staff-through Nursing Superintendent
8. Guard File


(Dr. Prafull Kumar)
Director (Admn)

O/c

P.T.O



GOVT. OF NCT OF DELHI
OFFICE OF THE MEDICAL DIRECTOR
LOK NAYAK HOSPITAL NEW DELHI-110002
(NS OFFICE)



F.No.

Dated:

Please find attached herewith various applications regarding Earned leave, Joining report/letter, Departure report etc., in r/o the Nursing Staff diarized from Sr. No. _____ to _____.

AND/OR

Medical Leave, Joining report/Medical fitness certificate, information containing not attending office owing to medical emergency etc., diarized from Sr. No. _____ to _____ for further necessary action at your end.

Nursing Superintendent

Director (Admn.)

Encl: as above