



अखिल भारतीय आयुर्विज्ञान संस्थान
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
साकेत नगर भोपाल (मध्यप्रदेश) – 462020
Saket Nagar, Bhopal (Madhya Pradesh) – 462020 (M.P)

No. 11/36/2017-Admin/542

Dated: 05-03-2018

CIRCULAR

Professors posted in various departments were assigned to function as Head of the concerned department vide office Order of even No. 4630 dated 19-12-2017 (copy enclosed). In case no Professor is posted in any department, the Additional Professor of that department shall function as Head of Department (HoD). However, if no Professor/ Additional professor is posted in the department, then Dean (Academics) shall function as Head of Department (HoD) of that department.

Therefore, all Faculty members, Officers, Residents (SRs, JRs & Tutors/ Demonstrators), staff (regular, contractual and outsource) working in AIIMS Bhopal are advised to correspond with higher officials through proper channel only. Violation of the above instructions will be treated as an indiscipline and shall be liable for disciplinary action, as per rule.

This is issued with the approval of the Competent Authority.

Encl: As above


03/03/18
Deputy Director (Admin.)

Copy to:

1. All HoDs, Faculty members, Residents (SRs, JRs & Tutors/ Demonstrators), Officers, staff (regular, contractual and outsource)
2. All Deans/ MS
3. PA to Director, AIIMS Bhopal
4. I/c IT Cell- for circulation to all concerned
5. Guard file



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ALL INDIA INSTITUTE OF MEDICAL SCIENCES

साकेत नगर भोपाल (मध्यप्रदेश)– 462024
Saket Nagar, Bhopal (M.P.) – 462024

No. 11/36/2017-Admin/4630

Dated: 19-12-2017

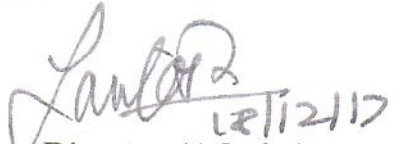
OFFICE ORDER

In suppression of all earlier orders, it has now been decided that the Professors posted in various departments will function as Head of the concerned department. In case, no Professor is posted in any department, the Additional Professor of that department shall function as Head of Department (HoD). However, if no Professor / Additional Professor is posted in the department, then Dean (Academics) shall function as Head of Department (HoD) of that department, till further orders.

In case, any faculty of same cadre joins the Institute in between, the senior-most faculty of that concerned department (Professor / Additional Professor) shall function as Head of Department until further orders.

This order will be applicable with immediate effect.

This is issued with the approval of the Competent Authority.


12/12/17
Deputy Director (Admin.)

Copy for kind information:

1. All Deans/ HoDs/ Faculty members, AIIMS Bhopal
2. All Project Cell Officers / All other Officers, AIIMS Bhopal
3. PA to Director, AIIMS Bhopal
4. I/c Officer, IT Cell, AIIMS Bhopal (*for circulation*)
5. Guard file