GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI OFFICE OF THE MEDICAL DIRECTOR GURU TEG BAHADUR HOSPITAL DILSHAD GARDEN, DELHI 110095 (ESTABLISHMENT-I BRANCH)

File No. F.1(784)/APAR MIN./E-I/GTBH/2024

Dated:-

CIRCULAR

All the Officers/ Officials GNCTDSS and Steno Cadre (Adhoc Danics / DASS / Steno Cadre) of GTBH and Officials who are working on diverted Capacity in GTBH, hereby directed to fill their e-APAR details for the year 2023-24 through Google Form using this link https://forms.gle/LrLC6UWr5dsYNYJx5 by 08 Apr 2024

The e-Sparrow website URL is https://sparrow-gnctdss.delhi.gov.in. Instruction for filling form is given below:-

FIRST OPEN THE LINK THROUGH YOUR PHONE OR COMPUTER https://forms.gle/LrLC6UWr5dsYNYJx5

FILL YOUR COMPLETE DETAILS IN CAPITAL LETTERS AND THEN CLICK ON SUBMIT BUTTON

DOWNLOAD YOUR SUBMITTED GOOGLE APPLICATION FORM FROM EMAIL ID & TAKE PRINT OUT

THEN, SUBMIT DULY SIGNED COPY OF THE SAME IN ESTABLISHMENT -I BRANCH LATEST BY 09- APR 2024

Further, they are also directed to submit duly signed copy of the same in Establishment -I Branch latest by 09 Apr 2024

This issues with the Prior approval of the **Medical Director**, **GTBH**. Non compliance of the same will be **viewed seriously** and necessary action will be taken accordingly.

AMS(A)/HOO GTBH

File No. F.1(784)/APAR MIN./E-I/GTBH/2024 /11/5 - 1/22-

Dated:- 02 -04-24

Copy to:-

- 1. PA to MD, GTBH
- 2. PA to AMS(A), GTBH
- 3. Administrative Officer, GTBH
- 4. Nodal Officer, APAR, GTBH
- DPA, GTBH with direction to upload the same on the Website of GTBH
- 6. All HODs, Branch Incharge, Section Officer, GTBH
- 7. All Official Concerned of DSS and Steno Cadre, GTBH
- 8. Guard File

AMS(A)/HOO GTBH