

GOVT OF NCT OF DELHI
OFFICE OF THE MEDICAL DIRECTOR
GURU TEG BAHADUR HOSPITAL
DILSHAD GARDEN, DELHI-110095

No.PA/DMS(A)/GTBH/2024/ 8791


Dated:

CIRCULAR

All the Branch Incharges of E-I, II, III and Nursing Superintendent (offg.) Of GTB Hospital are hereby directed to confirm whether all regular employees including Nurses, Para-Medical Staff, Doctors of all categories and Officers /Officials of Ministerial category, Accounts category and Planning category and others have created the Govt. Email ID or not.

All the Branch Incharges or Nursing should ensure that each regular employee has the Govt. Email ID which will enable them to actively participate in the e-Office system. In case of employees not enrolled yet, an excel sheet with essential details should be sent branch wise by SO/NS(offg.) to DPA (EDP) for generation of their Govt. Email ID.

The compliance report of 100% e-Office enabled employees should reach the undersigned by 21.10.2024 without fail.


(SANDIP DUTTA)
DMS(A)


No.PA/DMS(A)/GTBH/2024/ 8791

Dated:

Copy to:-

1. Section Officer E-I
2. Section Officer E- II
3. Section Officer E- III
4. Nursing Superintendent, GTBH

5. DPA to upload on website.


(SANDIP DUTTA)
DMS(A)