



अखिल भारतीय आयुर्विज्ञान संस्थान, ऋषिकेश

All India Institute of Medical Sciences, Rishikesh - 249203

#AIIMS/Rishi/203/2023/AO/0.0/272

06 May 2023

OFFICE ORDER

In supersession to all previous orders, leave flow channel of all regular Group B and Group C employees in e-office will be as under,

S.No	Post/Group	Group	Reporting Authority	Controlling Authority	Approving Authority	Sanctioning Authority
1.	Nursing Officer and Senior Nursing Officer	Group B	ANS	Chief Nursing Officer	Deputy Director (Admin.)	Administrative Officer
2.	Paramedical Staff and Administrative staff (other than Nursing)	Group B	Head of Department/ Reporting Officer	NA	Deputy Director (Admin.)	Administrative Officer
3.	Hospital Attendant (Nursing Orderly)	Group C	ANS	Chief Nursing Officer	Sr. Administrative Officer	Administrative Officer
4.	All Group C staff (other than Hospital Attendants)	Group C	Head of Department/ Reporting Officer	NA	Sr. Administrative Officer	Administrative Officer

This issues with approval of Executive Director, AIIMS Rishikesh.

(Gaurav Badola)
Administrative Officer
AIIMS Rishikesh

Copy to: (for information)

1. PPS to Executive Director- for information
2. PS to Deputy Director (Admin.)- for information
3. Dean (A)/MS/FA/Registrar/PRO/SAO/LO/CNO/DDO
4. Department of Nursing Service
5. E-office support/website desk (for uploading on institute website)
6. All concerned
7. Guard File