

A.19012/02/2020-Admn.I  
Government of India  
Ministry of Health and Family Welfare  
Directorate General of Health Services  
[Administration-I Section]

Nirman Bhawan, New Delhi.  
Dated the 13 January, 2020.

**OFFICE ORDER**

In pursuance of Ministry of Health and Family Welfare's Order No. A.22011/01/2018-CHS-IV dated 06.01.2020 and consequent on his assumption of charge as DDG(M) w.e.f. 06.01.2020(AN) on his relieving from Lady Hardinge Medical College & Smt. S K Hospital vide their office order No. 6-15/2001-Admn.I/108 dated 06.01.2020, Dr. Ranjan Das, DDG (M) is taken on the strength of this Directorate w.e.f. 06.01.2020 (AN)

*Jitender*

**(Jitender Singh)**

**Dy. Director (Admn.)**

Tel. No. (011)-23062814

To,

1. The Pay & Accounts Officer, Dte. G.H.S. (HQ), Nirman Bhawan, New Delhi.
2. Cash-I Section, Dte. G.H.S. Nirman Bhawan, New Delhi.
3. Dr. Ranjan Das, DDG (M), Dte.GHS with request to get enrolled in Aadhar Enabled Biometric Attendance System, if already enrolled then get your Biometric attendance account transferred to Dte.GHS.

Copy to,

1. Sr. PPS to Secretary (HFW).
2. Sr. PPS to DGHS.
3. PPS to Principal Advisor/ Principal Consultants.
4. Director, LHMC & Smt. S K Hospital, Delhi with request to make arrangement to provide Service Book and LPC of Dr. Ranjan Das, duly completed in all aspects, to this Directorate.
5. PS to JS (RM)/DDGs/Advisors
6. Addl.DDGs/Consultant (RG)/ADGs/CMOs/DADG/Spl. Gr-III in Dte.GHS.
7. All Directors/Deputy Directors in Dte.GHS.
8. Deputy Director (General) for uploading on DGHS website.
9. Under Secretary (CHS-IV) w.r.t. order dated 6/1/2020.
10. Under Secretary (Vigilance)/Under Secretary (Admn.), Ministry of Health & Family Welfare, Nirman Bhawan, New Delhi.
11. Admin-II Section/General Section/Cash-II Section/Hindi Section/A&V Section/ACR Cell/O&M Section/RTI Cell/IT Cell/MSONML/CHEB/CDSCO/CBHI
12. Service Book of concerned officer.
13. Office Order Register.

*Handwritten notes:*  
- An arrow points from the text "Handwritten notes" to item 11 in the list.  
- "All" is written next to item 11.  
- "15/10/20" is written below "All".  
- "IT Cell" is written at the bottom left.