

भारत सरकार  
Government of India  
स्वास्थ्य और परिवार कल्याण मंत्रालय  
Ministry of Health & Family Welfare  
स्वास्थ्य सेवा महानिदेशालय  
Directorate General of Health Services

निर्माण भवन, नई दिल्ली  
Nirman Bhawan,  
दिनांक : 06/12/2021

**OFFICE ORDER**

Hon'ble HFM is very particular about Swachhata, discipline and devotion to the duty. It is our duty to support the Hon'ble HFM in every possible way by maintaining cleanliness in our offices and toilets, being disciplined and punctual and by total devotion to roles and responsibilities expected of us.

Hence, all the officers and officials working under Dte.GHS are hereby directed to ensure total compliance to cleanliness, discipline and punctuality and completion of the work assigned on day to day basis as well as as per the action plans of the Division.

In this regard, Dr. Bina R. Sawhney, Sr. CMO, Dte.GHS is hereby requested to monitor these aspects as the Nodal Officer in the Dte.GHS. She shall be assisted by Mr. Z.A. Khan, Dy. Director, Dte. GHS for this purpose. A weekly report may please be submitted to the undersigned.

This is for strict compliance.



**Dr. Sunil Kumar**  
DGHS

**Copy to:-**

1. Dr. Bina R. Sawhney, Sr. CMO
2. Mr. Z.A. Khan, Deputy Director, Dte.GHS
3. All Officers, Dte.GHS

**Copy for information to:-**

- PS to Hon'ble HFM
- Sr. PPS to Secretary (H)