

**OFFICE OF THE DEPUTY DIRECTOR (ADMN.)**  
**ALL INDIA INSTITUTE OF MEDICAL SCIENCES**  
**Ansari Nagar, New Delhi – 110 029**

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No.F.DDA/15/2020-21

Dated: June 02, 2020


**MEMORANDUM**

**Subject:- Communication of official information, memorandum, circulars, letters, etc. within the Institute, through e-mail.**

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The Academic Section with the assistance of the Computer Facility has created e-mail addresses on the "aims.edu" domain for different working areas in the Institute. A list of such e-mail addresses is enclosed for ready reference. All concerned are requested to access these e-mails as already explained earlier in the morning meetings. These e-mail addresses can be configured with the personal e-mail addresses for use by the individuals and hence, can be accessed easily. All official communications, circulars, instructions, memoranda, etc. will, henceforth, be communicated to the respective users through their official e-mail IDs created. This would be important not only from the point of view of authenticating the communication received from various quarters, but, would also help in maintaining legacy data in the official domain and will thus achieve continuity in the Institute.

All concerned are, therefore, requested to kindly access the said e-mails.

  
( Subhasish Panda )  
Deputy Director (Admn.)

**DISTRIBUTION:-**

- 1) The Dean (Academic/Exams/Research)
- 2) The Medical Superintendent (Main Hospital/Dr. R.P. Centre)
- 3) All Chiefs of Centres/Heads of the Departments/Units/Sections.
- 4) Sr. Financial Adviser/Financial Adviser
- 5) Superintending Engineer (Main/NCI)/Chief Administrative Officer

**Copy to:-** 1) **The PPS to Director, AIIMS, New Delhi**  
2) **The Professor-In-charge, Computer Facility**  
-- for uploading the memorandum in the Institute's webmail for disseminating the information.

## Official email addresses for communication

In order to minimize use of paper for communication, email addresses have been created on the aiims.edu domain for different work areas in the Institute. The list of these addresses is given below. It is requested that concerned users may activate these addresses as all correspondence will henceforth (after 5<sup>th</sup> June 2020) be sent on these email addresses. Passwords for these addresses (if forgotten) can be obtained from [saralsupport@aiims.edu](mailto:saralsupport@aiims.edu). These email addresses will also be used to accessing the Student Management System on the SARAL platform for all student/resident applications etc.

S.No.	Authority	Email ID
1	CHIEF -OPHTHALMOLOGY	rpcchief@aiims.edu
2	CHIEF -CARDIOTHORACIC CENTRE	ctc@aiims.edu
3	CHIEF -NEURO SCIENCES CENTRE	nsc@aiims.edu
4	CHIEF -TRAUMA CENTRE	trauma@aiims.edu
5	CHIEF -INSTITUTE ROTARY CANCER HOSPITAL	irch@aiims.edu
6	DEAN-ACADEMIC SECTION	dean@aiims.edu
7	ASSOCIATE DEAN-ACADEMIC SECTION	associatedeanacad@aiims.edu
8	REGISTRAR-ACADEMIC SECTION	academicsection@aiims.edu
9	ANAESTHESIA & PAIN MEDICINE AND CRITICAL CARE	apmcc@aiims.edu
10	ANATOMY	anatomy@aiims.edu
11	BIOCHEMISTRY	biochem@aiims.edu
12	BIOPHYSICS	biophysics@aiims.edu
13	BIostatISTICS	biostat@aiims.edu
14	BIOTECHNOLOGY	biotech@aiims.edu
15	CTC-CARDIAC BIOCHEMISTRY	cardiacbiochem@aiims.edu
16	CTC-CARDIOLOGY	cardiology@aiims.edu
17	CTC-CARDIO-THORACIC & VASCULAR SURGERY	ctvs@aiims.edu
18	CTC-CARDIAC -ANAESTHESIA	cardicanaesthesia@aiims.edu
19	CTC-CARDIACVASCULAR RADIOLOGY AND ENDOVASCULAR INTERVENTIONS	cardiacradiology@aiims.edu
20	CTC-NUCLEAR MEDICINE	cardiacnumedicine@aiims.edu
21	COLLEGE OF NURSING	nursingcollege@aiims.edu
22	CENTRE FOR COMMUNITY MEDICINE	ccm@aiims.edu
23	DERMATOLOGY & VENEREOLOGY	derma@aiims.edu
24	CENTER FOR DENTAL EDUCATION & RESEARCH	cder@aiims.edu
25	ENDOCRINOLOGY & METABOLISM	endometata@aiims.edu
26	EMERGENCY MEDICINE	emermedicine@aiims.edu
27	FORENSIC MEDICINE & TOXICOLOGY	fmt@aiims.edu
28	GASTROENTEROLOGY & HUMAN NUTRITION UNIT	ghnu@aiims.edu
29	G.I. SURGERY & LIVER TRANSPLANTATION	gislt@aiims.edu



30	HAEMATOLOGY	haematology@aiims.edu
31	TRANSPLANT IMMUNOLOGY& IMMUNOGENETICS	tii@aiims.edu
32	TRANSFUSION MEDICINE	tm@aiims.edu
33	MEDICAL SUPERINTENDENT	ms@aiims.edu
34	HOSPITAL ADMINISTRATION	hospadmn@aiims.edu
35	IRCH - RADIOTHERAPY	irchradiotherapy@aiims.edu
36	IRCH- MEDICAL ONCOLOGY	irchmedonco@aiims.edu
37	IRCH - SURGICAL ONCOLOGY	irchsurgonco@aiims.edu
38	IRCH - LABORATORY ONCOLOGY	irchlabonco@aiims.edu
39	IRCH - MEDICAL ONCOLOGY (LABORATORY)	irchmedoncolab@aiims.edu
40	IRCH - RADIO DIAGNOSIS	irchradiodiagnosis@aiims.edu
41	IRCH - ONCO –ANAESTHESIOLOGY & PALLIATIVE MEDICINE	irchoncoapm@aiims.edu
42	IRCH - MEDICAL PHYSICS	irchmp@aiims.edu
43	IRCH- PREVENTIVE ONCOLOGY	irchpo@aiims.edu
44	LABORATORY MEDICINE	labmedicine@aiims.edu
45	MEDICINE	medicine@aiims.edu
46	PULMONARY CRITICAL CARE & SLEEP MEDICINE	pccsm@aiims.edu
47	GERIATRIC MEDICINE	gm@aiims.edu
48	RHEUMATOLOGY	rheumatology@aiims.edu
49	MICROBIOLOGY	microbiology@aiims.edu
50	NEPHROLOGY	nephrology@aiims.edu
51	NSC- BIOCHEMISTRY	nscbiochemistry@aiims.edu
52	NSC - NEUROSURGERY	nscneurosurgery@aiims.edu
53	NSC - RADIOLOGY	nscradiology@aiims.edu
54	NSC - ANAESTHESIA	nscanaesthesia@aiims.edu
55	NSC - NEURO PSYCHOLOGY	nscneuropsych@aiims.edu
56	NUCLEAR MAGNETIC RESONANCE	nmr@aiims.edu
57	NUCLEAR MEDICINE	nucmedicine@aiims.edu
58	OBSTETRICS & GYNAECOLOGY	obst@aiims.edu
59	ORTHOPAEDICS	orthopaedics@aiims.edu
60	OTORHINOLARYINGOLOGY (ENT)	ent@aiims.edu
61	PAEDIATRICS	paediatrics@aiims.edu
62	PAEDIATRIC SURGERY	paedsurgery@aiims.edu
63	PATHOLOGY	pathology@aiims.edu
64	PHARMACOLOGY	pharmacology@aiims.edu
65	PHYSICAL MEDICINE & REHABILITATION	pmr@aiims.edu
66	PHYSIOLOGY	physiology@aiims.edu
67	PSYCHIATRY	psychiatry@aiims.edu
68	NATIONAL DRUG DEPENDENCE TREATMENT CENTRE	nddtc@aiims.edu
69	RADIO DIAGNOSIS	radiodiagnosis@aiims.edu
70	RPC - OCCULAR MICROBIOLOGY	rpcocmicro@aiims.edu
71	RPC - ANAESTHESIOLOGY	rpcanaesthesiology@aiims.edu

72	RPC - OCCULAR PHARMACOLOGY	rpcocpharmacology@aiims.edu
73	RPC - COMMUNITY OPHTHALMOLOGY	rpccomoptha@aiims.edu
74	RPC - OCCULAR BIOCHEMISTRY	rpcocbiochemistry@aiims.edu
75	RPC - OCCULAR PATHOLOGY	rpcocpathology@aiims.edu
76	RPC - RADIO DIAGNOSIS	rprcradiodiagnosis@aiims.edu
77	REPRODUCTIVE BIOLOGY	reprobiology@aiims.edu
78	SURGICAL DISCIPLINES	surgery@aiims.edu
79	PLASTIC, RECONSTRUCTIVE, AND BURNS SURGERY	prbs@aiims.edu
80	STEM CELL	stemcell@aiims.edu
81	UROLOGY	urology@aiims.edu
82	NEUROLOGY	nscneurology@aiims.edu
83	CMETI	cmeti@aiims.edu
84	JPNATC- ANESTHESIOLOGY, PAIN MEDICINE AND CRITICAL CARE	jpnatcacc@aiims.edu
85	JPNATC- EMERGENCY MEDICINE	jpnatcem@aiims.edu
86	JPNATC- DIVISION OF FORENSIC PATHOLOGY AND MOLECULAR LABORATORY	jpnatcfpml@aiims.edu
87	JPNATC- LABORATORY MEDICINE	jpnatclm@aiims.edu
88	JPNATC- NEUROANAESTHESIA	jpnatcanae@aiims.edu
89	JPNATC- NEUROSURGERY	jpnatcneurosurg@aiims.edu
90	JPNATC- ORTHOPEDICS	jpnatcortho@aiims.edu
91	JPNATC- RADIOLOGY	jpnatcradiology@aiims.edu
92	JPNATC- TRAUMA SURGERY AND CRITICAL CARE	jpnatctsc@aiims.edu
93	JPNATC- PLASTIC, RECONSTRUCTIVE AND BURNS SURGERY	jpnatcprbs@aiims.edu
94	CDER- ORTHODONTICS AND DENTOFACIAL DEFORMITIES	cderoad@aiims.edu
95	CDER- ORAL & MAXILLOFACIAL SURGERY	cderoms@aiims.edu
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98	CDER- CONSERVATIVE DENTISTRY & ENDODONTICS	cdercde@aiims.edu
99	CDER- ANAESTHESIA	cderanaesthesia@aiims.edu
100	CDER- ORAL PATHOLOGY	cderop@aiims.edu
101	CDER- ORAL MEDICINE & RADIOLOGY	cderomr@aiims.edu
102	CDER- PUBLIC HEALTH DENTISTRY	cderphd@aiims.edu
103	CDER- PERIODONTOLOGY	cderperiodontology@aiims.edu