

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

ANSARI NAGAR, NEW DELHI-110029

Establishment Section (DO)

File No.: 36-6/86-(Vol-IV) Estt.I (3243400)

Dated the 29th January, 2025

OFFICE ORDER

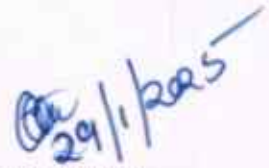
Subject:- Inviting applications for temporary deputation to Consulate General of India(CGI) Jeddah, Kingdom of Soudi Arabia for the Indian Administrative/Medical Mission during Haj-2025 -reg.

The undersigned is directed forward a copy of the D.O letter No. Z.32020/03/2023-SAS-II(EMR) dated 16.01.2025, issued by the Secretary, Department of Health and Family Welfare, Ministry of Health and Family Welfare, Government of India on the subject mentioned above, which is self explanatory.

All employees/officers/doctors of the Institute are requested to go through with the above said D.O. letter and its terms & conditions, before apply the same through their respective Establishment Section with all the due formalities (as per D.O Letter) and submit the same to the undersigned by 04.02.2025 positively, to avoid any delay/late communication to the Ministry.

Mr. Ravinder Kumar, Assistant Administrative Officer (DO) (011-26593222) shall be the Nodal Officer for further coordination on the subject matter.

This issues with the approval of the Competent Authority.



(ANITA TETE)

SR. ADMINISTRATIVE OFFICER

Encl: As above,

Distribution:

1. All concerned employees/officers of the Institute.
2. All Sr. Admn. Officer/Admn. Officer/Asstt. Admn. Officers of all Establishment Sections of AIIMS, New Delhi.
3. Mr. Ravinder Kumar, Asstt. Admn. Officer, Estt. Section (DO)

Copy forwarded for information to:

1. Dean (Academic/Research/Exam).
2. Chief of Centres/Head of Departments/ Sections/ Units.
3. Medical Superintendent (Hosp.)/(Dr.RPC), AIIMS, New Delhi
4. PPS/PS to Director/Additional Director(Admn.)/Dy.Secy./CAO, AIIMS, New Delhi
5. All Associations/Unions of AIIMS, New Delhi
6. The Computer Facility- with the request to upload this on official website of the Institute.
7. The Hindi Officer- with the request to provide the Hindi version of the same for uploading on the AIIMS website.



पुण्य सलिला श्रीवास्तव, भा.प्र.से.
सचिव

PUNYA SALILA SRIVASTAVA, IAS
Secretary



सत्यमेव जयते



भारत सरकार
स्वास्थ्य एवं परिवार कल्याण विभाग
स्वास्थ्य एवं परिवार कल्याण मंत्रालय

Government of India
Department of Health and Family Welfare
Ministry of Health and Family Welfare

D.O No. Z.32020/03/2023-SAS-II(EMR)
16th January, 2025

Dear Colleague,

I would like to take this opportunity to apprise you that every year lakhs of people from India visit the Kingdom of Saudi Arabia (KSA) for the holy Haj pilgrimage. The Haj pilgrimage being a large-scale mass gathering requires preparedness in the form of medical screening, vaccinations of the pilgrims, and constant monitoring of the health of these pilgrims throughout the period.

2. In line with the medical care arrangements carried for Haj 2024, the Ministry of Health and Family Welfare (MoHFW) has been entrusted again with certain responsibilities by the Ministry of Minority Affairs (MoMA) for Haj 2025. Therefore, MoHFW seeks your support and cooperation to ensure a safe, hassle-free, and seamless Haj pilgrimage 2025 with minimal health challenges.

3. As is already known, the pilgrims would be provided healthcare in the Kingdom of Saudi Arabia in health facilities along the pilgrimage route. These health facilities would be manned by doctors and paramedics working in health facilities of Government at Central and State/UT level, Medical & Dental Colleges, and in various Institutes of India. The period of deputation will be approximately 02-03 months tentatively from mid of April to mid of June 2025.

4. I would request you to kindly nominate a Nodal Officer for Haj Medical Deputation and provide his/her details [name, designation, mobile number, and email id] to Dr. Navin Verma, Deputy Director (EMR) at emr-dghs@gov.in within a week. Should the State/UT Government / Organization require any technical assistance, Dr. Navin Verma can be contacted [011-23061302 emr-dghs@gov.in]. Detailed instructions for Nodal Officers are placed at ANNEXURE-1.

5. **Nodal Officers will have to send nominations of deputationists to Dte.GHS, Ministry of Health and Family Welfare in online mode (via online portal <https://hajdeputation.mohfw.gov.in/>). The last date for applicants to register and submit online application is 07-02-2025. Eligibility criteria and General Conditions for the nominations and deputation are attached at ANNEXURE-2. Medical certificate to be shared by the nominees is mandatory and is placed at ANNEXURE-3.**

टीबी हारेगा देश जीतेगा / TB Harega Desh Jeetega

.....contd/-

6. While thanking you for your unstinted support in the previous years, I look forward to your continued cooperation.

With regards,

Yours sincerely,

Punya Salila

(Punya Salila Srivastava)

Encl : as above

1. Director AIIMS, New Delhi
2. Director, PGI, Chandigarh
3. Director, JIPMER, Puducherry
4. Director LHMC & Associate Hospitals, New Delhi
5. Medical Superintendent, VMMC & Safdarjung Hospital, New Delhi
6. Medical Superintendent, Dr. RML Hospital, New Delhi
7. Director CGHS
8. Executive Director, AIIMS – Awantipora, Bathinda, Bhopal, Bhubaneswar, Bibinagar, Bilaspur, Darbhanga, Deoghar, Gorakhpur, Guwahati, Jodhpur, Kalyani, Madurai, Mangalagiri, Nagpur, Patna, Raebareli, Rajkot, Raipur, Rishikesh & Vijaypur
9. Director, RIMS, Imphal, Manipur
10. Director, NEIGRIHMS, Shillong, Meghalaya
11. Director, NIMHANS, Bengaluru, Karnataka
12. Vice Chancellor, Aligarh Muslim University
13. Director General, AFMS Ministry of Defence
14. Director General, Railway Health Services (RHS)
15. Director, LGBRIMH, Tezpur, Assam
16. Director, Central Institute of Psychiatry Ranchi
17. Medical Commissioner (Medical Administration), Employees' State Insurance Corporation, Panchdeep Bhawan, Comrade Indrajeet Gupta (CIG) Marg, Delhi – 110002
18. Vice Chancellor, Jamia Millia Islamia University, Ghaffar Manzil Colony, Jamia Nagar, Okhla, New Delhi, Delhi 110025
19. Director BHU IMS, Varanasi - 221005

Copy to:

1. Secretary, Ministry of Minority Affairs, CGO Complex, New Delhi
2. CEO, Haj Committee of India, Mumbai

Instructions for Nodal Officers

1. From this year MoHFW has developed an online portal for inviting applications for deputation of medical professionals in HAJ 2025. In this online portal, the medical professional will apply for Haj Deputation, further the applications will be scrutinized by their State/UT/Organization admin /Nodal Officer and forwarded to MoHFW via the same online portal (<https://hajdeputation.mohfw.gov.in/>) by Nodal Officer (Administrator) login after due verifications.
2. Only the applications through proper channels will be accepted.
3. Competent authorities may scrutinize the information of personnel before forwarding to MoHFW.
4. By obtaining an undertaking from the applicants before submitting to MoHFW, the cadre controlling authority may cross-verify prior deployments to Haj.
5. Medical/Paramedical professionals will apply for Haj deputation via the same portal <https://hajdeputation.mohfw.gov.in/> through applicant (Health Professional) login. **Last date for application is 07-02-2025.**
6. There is no need to send separate emails or hard copy of applications for deputation by the applicant/Nodal Officers to Directorate General of Health Services, Nirman Bhavan.
7. The **categories of medical professionals** who are eligible for deputation for Haj 2025 is as below:
 - Doctors (MBBS, General Medicine (MD), Pulmonary Medicine (MD), Radiology (MD/Diploma), Orthopedics (MS/Diploma), General Surgery (MS), Obstetrics/Gynecology (MD/DGO), Anesthesia (MD), ENT(MS), Psychiatry (MD/Diploma), Pathology (MD), Ophthalmologist (MS), Community Medicine (MD/DPH), Cardiology (MD), Dermatology (MD), Dentists (BDS/MDS)
 - Pharmacists (Diploma/Degree)
 - Nurse (Diploma/Degree)
 - ECG Technician (Diploma/Degree)
 - X-Ray Technician (Diploma/Degree)
 - Lab Technician (Diploma/Degree)
 - Dental Assistant/Hygienist (Diploma/Degree)
 - Physiotherapist
 - Biomedical Engineer

Eligibility criteria & General conditions for Deputation

1. The nominee should be a **serving Muslim permanent employee** in good health working in the Government Health Facilities with **age limit of 25-55 years for doctors and 25-45 years for paramedics.**
2. **Pregnant Females should not be nominated.**
3. **Those on probation are not allowed for deputation.**
4. Preference would be given to those, **who had not gone for this duty in the past.**
5. From the nominations received, **the final selection for deputation will be the purview of the screening committee of the Ministry of Health and Family Welfare (MoHFW).**
6. The final list will be sent to the Ministry of Minority Affairs (MoMA), which will thereafter facilitate the visa & travel arrangements of the officials for deputation and for their pay and allowances, some of which are as indicated below:
 - During the period of deputation, basic pay, HRA, and foreign allowance etc. as admissible shall be paid as per instructions of the Government of India issued from time to time by the MoMA.
 - To & fro economy class air tickets will be provided to all the deputationists.
 - The selected candidates will not be allowed to take any of their family members (Parents, spouses and children) even at their own cost.
 - The officials selected will be entitled to eight days preparation/joining time before departure. However, no payment will be made in case the applicant is not able to proceed to Saudi Arabia or stays beyond eight days of preparation time on account of any administrative exigency.
7. Accommodation would be provided to all the officials on deputation by Consulate General of India (CGI) Jeddah.
8. The services of the deputationists will be at the disposal of the Consulate General of India (CGI), Jeddah during their deputation and they will be deployed by CGI, Jeddah for rendering appropriate medical services to the pilgrims at various Hospitals and Branch Dispensaries in Makkah, Madinah, Haj terminal at Jeddah, camps at Mina and Arafat, etc. on a functional basis.

9. Failure to perform duties assigned to the deputationists satisfactorily could lead to immediate repatriation to India and disciplinary action, including partial or full recovery of the Government money spent on his deputation.
10. Workshops for sensitization and capacity building of the officers/officials on deputation will be conducted before their departure from India.

Medical Screening & Fitness Certificate for Haj Deputationists for Haj 2025**Personal Particulars**

Applicant Name:

Gender Male/Female:

Date of Birth:

Blood Group:

Medical Examinations	
General Physical Examination:	
Height:	
Weight:	
BMI:	
Pallor:	
Icterus:	
Pulse Rate:	
Respiratory Rate:	
Blood Pressure:	
LMP for (for female Applicants):	
Current Pregnancy (for female Applicants)	
History of previous illness	
1. COPD (Asthma/Bronchitis/Emphysema) Yes/No	6. Epilepsy Yes/No
2. Diabetes Mellitus Yes/No	7. Cerebrovascular Accident Yes/No
3. Hypertension (BP) Yes/No	8. Tuberculosis Yes/No
4. Heart Disease Yes/No	9. Renal Diseases Yes/No
5. Mental illness Yes/No	10. History of Surgery Yes/No
	11. History of Cancer Yes/No
Remarks	

Certification from the Doctor

I have carefully examined the person and certified that he/she is mentally and physically fit/not fit to travel and perform Haj duty in Saudi Arabia.

Name of Doctor
[in BLOCK letter]

Signature of Doctor with stamp
Hospital Address

Signature/Thumb impression of Applicant