## ALL INDIA INSTITUTE OF MEDICAL SCIENCES

No.F.20-02/2016-Estt. I.

Ansari Nagar, New Delhi-29 Dated the :

## OFFICE MEMORANDUM

1 3 DEC 2023

Subject: Working arrangement of the Department of Transfusion Medicine at the AIIMS, New Delhi.

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In continuation of previous memorandum of January 2nd, 2017, and upon Dr. D. K. Sharma's request dated December 14th, 2023, the request to relieve Dr. Sharma of his duties as Head of the Department of Transfusion Medicine has been agreed to, by the Competent Authority.

Dr. Hem Chandra Pandey, Additional Professor of Transfusion Medicine, has been appointed as Head of the Department, in addition to his own existing responsibilities with immediate effect, till further orders.

This additional assignment will not entitled him to any additional remuneration or honorarium.

SR. ADMINISTRATIVE OFFICER

Dr. D.K. Sharma, Medical Superintendent (Dr. R.P. Center) & HOD of Transfusion Medicine (Additional Charge).

Dr. Hem Chandra Pandey, Additional Professor Department of Transfusion Medicine

- Copy to: 1. All Chief of Center/HODs
  - 2. The Medical Superintendent, AIIMS
  - 3. The Deans (Academic/Research/Examinations), AIIMS
  - 4. All faculty members of the Department of Transfusion Medicine
  - 5. PS/PA to Director, AIIMS
  - 6. PPS to Additional Director (Administration)
  - 7. PA/PS to Sr. Financial Advisor
  - 8. PA to Registrar, AIIMS
  - 9. PA to Prof.-in-Charge (PIC), Faculty Cell
  - 10. PS/PA to Chief Admn. Officer
  - 11. PA to Superintending Engineer, AIIMS, New Delhi
  - 12. The Computer Facility for hosting of Institute of Website
  - 13. The Accounts Sections-II & III
  - 14. The ACR Cell, AIIMS
  - 15. The RTI Cell, AIIMS
  - 16. The SC/ST Cell, AIIMS
  - 17. Personal file of Dr. D.K. Sharma & Dr. Hem Chandra Pandey