## ALL INDIA INSTITUTE OF MEDICAL SCIENCES **ANSARI NAGAR, NEW DELHI-110029**

Dated 15/11/2025

## NOTICE

This is to inform to all concerneds that Ms. Archna Sharma Senior S.O.(DO) is going on leave for next six months (w.e.f. 17/11/2025). In her absence the work of Store Section (DO) will be looked after by Sh. Hemant Arora, Store Officer as per approval by the Competent Authority.

Accordingly, all Departments/Sections are hereby requested to route all files pertaining to Store Section (DO) through Sh. Hemant Arora his e-office i.d. is hemant.arora@aiims.gov.in.

> शल्य चिकित्सा विभाग/Dep अ.भा.आ.सं. नई दिल्ली-29/A.I.I.M.S. New

## Copy to :-

- Professor in-charge (C.F.), with request to upload the information on Institute web-site for information.
- Heads of Departments/Units/Sections
- Financial Advisor
- Faculty In-charge (Procurement)
- · Chief Admn. Officer
- All Sr. Stores Officer/ Stores Officer/A.S.O.s/J.S.Os

## C.c.

PPS/PA to Director, Add. Director (Admn), for information, please. Sr. Financial Advisor