

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES  
ANSARI NAGAR, NEW DELHI-110029  
STORE SECTION (DO)**

F. No. XVI-06/SO/(DO)/APP/M&E/2024-2025/ST.

Dated 13/06/2024

**Subject:- Assessment of requirement of the various Centers and Department under Creation of Capital Assets for the year 2024-25.**

With the approval of The Director, AIIMS the meeting of the Assessment Committee under head 'Creation of Capital Assets' is Scheduled to be held under the chairmanship of the Director, AIIMS in the Director's Board Room on 14/06/2024 at 2:00 p.m. onwards.

It is requested to all Chiefs of centers/HoDs/Stores Officers/A.S.O.s to prepare the details of their projected budgetary allocation for Financial Year 2024-25 (including backlog).

The Chief of Centers/Head of the Departments are accordingly requested to make it convenient to attend the meeting as per enclosed time schedule.

13/6/24  
(Archna Sharma)  
(Stores Officer(DO))

**Copy to members of the appraisal committee:-**

- |   |                    |
|---|--------------------|
| 1. Director, AIIMS                              | : Chairman         |
| 2. Dean (Research)                              | : Member           |
| 3. Dean (Examination)                           | : Member           |
| 4. Additional Director (Admn)                   | : Member           |
| 5. Medical Superintendent (Main Hospital)       | : Member           |
| 6. Sr. Financial Advisor                        | : Member           |
| 7. PIC/OIC (Procurement/DO)                     | : Member           |
| 8. Superintending Engineer (AIIMS, Main Campus) | : Member           |
| 9. Sr. Stores Officer/SO(DO)                    | : Member Secretary |

**Distributions:**

- 1) Chiefs of all Centers/Heads of the Department (as per list enclosed)
- 2) Medical Superintendent (Dr. RPC)
- 3) Dy. Secretary, Director's Office
- 4) PICs (Hospital Admin) & OICs in all centers
- 5) Faculty in- charge (all projects)/ All projects Officers/ Member-Secy. (PMU)
- 6) Faculty in- charge of all Facilities/Hostel/Gymkhana
- 7) F&CAO/ Accounts Officers of FD (DO), Main & all centers
- 8) Stores Officers, ASOs all centers and Hospital

(P.T.O.)

**Copy to:-**

- 1. PPS to Director (with request to book the Director's Board Room on 14/06/2024 at 2:00 p.m. onwards for this purpose)**
- 2. Professor in-charge (Computer Facility) with requested to kindly upload this notice on Institute web-site for information, please.**
- 3. General Manager Cafeteria (Through A.O. (General) is requested to make necessary arrangement to provide tea, snacks & water bottles for 80-100 persons (approximately) on the aforesaid date, time and venue.**

**Time schedule for Budget Assessment Meeting 2024-25**

(A)	Centers M&E	Time			
1	C..T. Centre	2:00 p.m. to 2:45 p.m.	34	Emergency Medicine	3:45 p.m. TO 4:15 p.m.
2	N.S. Centre		35	Endo. & Metabolism	
3	Dr. B.R.A. I.C.H.		36	Ethics Committee	
4	Dr. R.P. Centre		37	Exam Section	
5	JPNATC & Vertical Truma Expension		38	Forensic Medicine	
6	C.D.E.R		39	Gastro & HNU	
7	NCI, Jhajjar		40	G.I. surgery	
8	Surgical Block Including Deptt.		41	Geriatrics Medicine	
9	Hospital Store (Main) includes Mother & Child Block		42	Gymkhana	
10	Burns & Plastic Block		43	Hematology	
11	Geriatrics Block		44	Hostel Section	
12	National Centre for Ageing		45	Lab. Medicine	
13	Lung and Transplant Unit (Dr. Vijaydeep S., Hos. Admn.)		46	Media & Protocol. Div.	
14	<b>(B) Departmnet &amp; Facilities (M&amp;E)</b>	47	Medicine	4:15 p.m. TO 4:45 p.m.	
15	Academic Section	48	Microbiology		
16	Blood Transfusion Bank	49	Nephrology		
17	Fire Safety (Security Committee)	50	Nuclear medicine		
18	Anesthesiology	51	Nuc. Mag. Resonance (NMR)		
19	Anatomy & Electron Microscope Facility (EMF)	52	Obst. & Gynae		
20	B.B. Dikshit Library	53	ORBO		
21	Biochemistry	54	Orthhopaedics		
22	Biophysics	55	Otorhinolaryngology (ENT)		
23	Biostatistics	56	Pead. & Genetics Unit		
24	Biotechnology	57	Pediatrics Surgery		
25	Central Animal Facility (CAF)	58	Pathology		
26	CMET	59	Pharmacology		4:45 p.m. TO 5:15 p.m.
27	Central RIA Facility	60	Physical Medicine & Rehabilitation (PMR)		
28	Centre for Community Medicine	61	Physiology		
29	CRHSP (Ballabgarh)	62	Psychiatry		
30	CIMR	63	Pulm. Crit. Care & Sleep Med.(PCCSM)		
31	Colleger of Nsg.	64	Radio-diagnosis		
32	Computer Facility	65	Rep. Biology		
33	Central Workshop	66	Reheumatology		
	Derma. & Vener.	67	Skills, E-learning, Tele-medicine (SET)		
		68	Tranplant Immunology & Immunogenetics (TII)		
		69	Urology		
		70	Stem Cell Facility		
		71	ECU		
		72	Transport Deptt.		
		73	Common Proc. Services (M&E) & Various types of consumables Store (DO) (M&E)	5:15 p.m.  TO 5:45 p.m.	

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