

**Office of the Medical Superintendent
Indira Gandhi Medical College & Hospital
Shimla (H.P.)-171001**

No.HFW(MS)/PA-2023-13248


Dated:-23.12.2023

OFFICE ORDER

This is in supersession of previous office order No.HFW (MS)/PA-2023-2219 dated 02.03.2023 regarding work distribution among the officers working in IGMC & Hospital, Shimla. Henceforth, the re-distribution of work will be as under:

Name & Designation	List of Work Assigned
Dr. Rahul Rao, Medical Superintendent	Overall Administrative control of MS Office & RKS Office, Class-IV, Sanitation, Dietary Articles, IT Services.
Dr. Praveen S. Bhatia, Dy. Medical Superintendent	Routine work of Block A and B, Department of Emergency, RTI, Legal matters, News Cuttings, Complaints/Enquires & Redressal.
Dr. Aman Madiak, Dy. Medical Superintendent	Routine work of New OPD Block & New Trauma Centre (including Make shift), Security services, Parking, Telephone exchange , Transport services (Jeevan Dayani, Lok Kalyan Samiti, Seva Bharati and NGO's services)
Dr. Shomin Dhiman , Hospital Administrative Officer	Routine work of Block D and E, Oxygen Plant, Biomedical waste management, HICC, Laundry, Services, CSSD, Nodal officer of Sotro and Fire.
Dr. Saad Rizvi, Medical Officer	Routine work of Block C, MRD, Management of Sarain Bhawan, Cafeteria/Canteens at IGMC & Hospital complex.
Dr. Gopal Ashish, Medical Officer	Central Store, Nodal officer for Government scheme including Jan Aushadhi shop and RKS shop.
Dr. Sumesh Sharma, Medical Officer	DEO, Diagnostic services (Emergency Lab and KRSNAA Diagnostics).
Dr. Abhishek Thakur, Sr. Resident Deptt. of Hospital Administration	Attached with Medical Superintendent for administrative and other routine works.
Dr. Geeti , Medical Officer	Routine work of Cancer Hospital and Medical College, Verification of bills of different government Schemes.
Dr. Shilpa , Medical officer	Different NHM Schemes, DEIC, Thalassemia patients.

This is for favour of strict compliance to all the concerned officer.


Medical Superintendent
I.G. Hospital, Shimla

Contd. P-2/-

Endst.No.As.above

Dated _____

Copy to following:-

1. The Pricipal,IGMC Shimla for information please.
2. All concerned for strict compliance with immediate effect.
3. The CEO (RKS) I.G Hospital Shimla.
4. The Nursing Superintendent, IGH Shimla,for information.
5. The Superintendent ,IGH Shimla.
6. The Sanitay Inspector IGMC and Hospital, Shimla for information.
7. The Incharge Security IGMC & Hospital Shimla for information.



Medical Superintendent
I.G. Hospital ,Shimla