

I/5495/2023



**SANJAY GANDHI POSTGRADUATE INSTITUTE OF MEDICAL
SCIENCES, RAEBARELI ROAD,
LUCKNOW- 226014**

OFFICE OF THE DIRECTOR

Phones: 0522-2668112, 0522-2494059, 0522-2494001, 0522-2494003, 0522-2494280
FAX: 91-522-2668129

PGI/DIR/DC/ 254 /2023

Date: 25-04-2023

Circular

This is to inform all e-office users that RSD (except e-files) (Department employee for receiving and dispatching through e-office) for the Director Office has been changed to:

GAURAV SRIVASTAVA–RSD001.DIR--O/O Director (SGPGI)

All e-office users are requested to send letters to above mentioned e-office id w.e.f. 1st May, 2023 and make necessary change in user group if any.

(Prof. Radha Krishan Dhiman)
Director

Copy to:-

1. Additional Director, SGPGIMS
2. Dean, SGPGIMS
3. Executive Registrar, SGPGIMS
4. Chief Medical Superintendent, SGPGIMS
5. Medical Superintendent, SGPGIMS
6. Joint Director (Administration), SGPGIMS
7. Finance Officer, SGPGIMS
8. Joint Director (Material Management), SGPGIMS
9. All Heads of the Department/Nodal Officers, SGPGIMS
10. Faculty In-charge (Research) , SGPGIMS
11. Faculty In-charge (Engineering) , SGPGIMS
12. Dr. Uttam singh, HOD (BHI) and Nodal Officer e-Office
13. Mr. A.K. Sarkar, EMD, e-Office
14. Mr. Prashant Sharma, Programmer, e-Office
15. Circulate to all e-Office users and by email
16. HOD, BHI to kindly upload on institute website
17. Office order file

(Prof. Radha Krishan Dhiman)
Director