



**SANJAY GANDHI POSTGRADUATE INSTITUTE OF MEDICAL
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OFFICE OF THE DIRECTOR

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PGI/DIR/DC/ 255 /2021

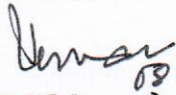
Date: 05.04.2021
Office order/Dir camp
RSD no. 1485/13

Office Order

In view of rising COVID-19 cases and in supersession of all previous office orders, the following orders are being issued:-

1. All kind of leaves earlier sanctioned to faculty members, resident doctors, officers, research scholars, paramedical & non-paramedical staffs are being hereby cancelled.
2. Ordinarily no leave except emergency CL will be sanctioned, which also must be informed to the competent authority.
3. No employee will avail quarantine leave by himself/herself, unless it is approved by the competent authority.
4. If leave other than emergency CL is requested, the employee will proceed on leave only after its sanctioning from the competent authority.

These orders will be implemented with immediate effects and will be effective till further orders


(RK Dhiman)
Director

Copy for information to

1. Additional Director
2. Dean/ER
3. CMS/MS/JD(A)
4. FO/JD(MM)
5. All Heads of Department/All Faculty Members
6. All Employees
7. All Notice Boards
8. I/c Establishment of ER/CMS/JD(A)
9. I/c Sever with the direction to upload it on Institute's Website
10. Officer Order file


(RK Dhiman)
Director