

**GOVERNMENT OF NCT OF DELHI
ARUNA ASAF ALI GOVT. HOSPITAL
5, RAJPUR ROAD, DELHI-110054.**

No.F.8 (107)/2016/PA to MS/AAAGH/ 637-647

Dated:- 15/11/22

OFFICE ORDER

In supersession of all previous orders in this regard, the following job responsibilities are hereby assigned to the officers as mentioned against their names with immediate effect:-

Sl.No.	Name of Doctor	Nodal Officer	Incharge
1.	Dr.Sarita Kumari, CMO(NFSG)	-----	1. DMS 2. DGEHS 3.General & Surgical store 3. AMA
2.	Sh.Subhash Chand, Admn.Officer	Head of office/PIO/ PGMS/ CPGRAM/parliament/ Assembly Question, L.G listening post portal	
3.	Dr.Javed Salam, Spl(Medicine)	1. Covid-19 2. Swine Flu 3. NTBEP(TB)	
4.	Dr.V.S.Rawat, Spl(Medicine)	1. Vector Borne Disease 2. National Programme for DM/HT/Stroke/Cancer 3.ARI/ Pollution Control Programme/ NPCCHH 4. Monkey Pox disease 5. Polyclinic, Timarpur 6. Covid-19 vaccination program 7. OPD services Incharge 89. Link Officer Of Dr.Javed 9. O2 Portal/OPD Registration Services 10.Senior Citizen Clinic	Medicine Deptt.
5.	Dr.Maninder Kaur	JSY	FW Deptt.
6.	Dr.Yogender Kr., Spl(Anes)	-----	1.Purchase Officer 2. Anaesthesia Deptt.
7.	Dr.Sanjay Yadav, Spl(Ortho)	1. Disability Board 2. UDID 3. CRA 4. PWO	1. Ortho Deptt.
8.	Dr.Ritu Chopra, Spl(Paed)	1. Covid-19 vaccination programme 2.AFP and vaccine preventable diseases	1. Paeds Deptt. 2. Link officer to Pulse polio immunization
9.	Dr.Shakuntla Rani, SMO	1. Weed out the old records 2. Link Officer of I/c(PWD/Fire safety 3. Link Officer to DMS/Vigilance Officer)	1. I/c (MRD) 2. Radiology Deptt.(Admn.) 3. Dental Deptt. (Admn)
10.	Dr.Sanjivini Gupta, Spl(Anes)	1. E-office EMD Manager	1.Telecom 2. IT
11.	Dr.Deepshikha, Spl(O&G)	1.One Stop Centre 2. Laqshya Programme 3. C.S.Audit/Referral Audit/MM Audit 4. Verification of JSSK bills	1. Obs.and Gyane Deptt.
12.	Dr.Chetna, Spl(O&G)	JSSK	Link Officer to Incharge(O&G)
13.	Dr.Rajesh Singh, Spl(Anes)	1. Oxyzen/HICC	1. Auction/ Medical Gas 2. MGPS/ PSA/ Library 3.Link officer to Nodal Officer(NQAS/Kayakalap)
14.	Dr.Shakeel Ahmed, Spl(Surgery)	Drug verification committee related matters	1. Surgery Deptt./ Minor O.T 2. 3 rd Floor ward 3. Link Officer to HOD(ENT) 4. Pharmacy
15.	Dr.B.K.Verma, SMO	1. BMW	1. Lab Services 2. Blood Storage

16.	Dr.Nazhat Perveen, SMO	All Committee monitoring matters	1. PWD 2. KayaKalap/3. NQAS 4. HICC/ Fire Safety Officer
17.	Dr.Anubha Parekh, SMO		6. Out sources Services(Securtiy/N.O/IPD/OPD registration/KIOSK/ Sanitory/Kitchen/Transport/Pest Control
18.	Dr.Mamta Varma, M.O	1. Vigilance Officer 2. Asstt.Nodal Officer(Court Case) 3. DAK/EWS 4. Training of students in all clinical deptt.	1. Condemnation 2. EWS/DAK
19.	Dr.Sangita Kumari, SMO	1. HMIS/ABDM 2. Internet connection from NRHM fund	.
20.	Dr.Ruby, M.O	1. Disaster Management 2. Kanwar Services/Urs 3. Delhi Vidhan Sabha Medical Services 4. L.G.House/ E-Sanjivini/IPD registration 5. Good Samirtan Yojna 6. Casualty Registration Services	1. Casualty 2. ECG 3.Link Officer of Medicine Store 4. Link Officer of Surgical Store 5. IPD Services
21.	Dr.Girish,SMO	1.RKS 2. N.O/Security/Kitchen/Transport services/KIOSK	1. R&M 2. Medicine Store
22.	Dr.Rekha Luthra, Spl(Paeds)	1. Sanitation Services 2..Pulse Polio	1.. Link offcer to HOD (Paeds) 2. Link Officer of I/C (R&M) 3. Link Officer to Nodal Officer(e.sanjivini)
23.	Dr.Kamini Singhal, SMO	1. Water Cooler (R.O.System)	1. Eye Deptt. 2. Link Officer of I/C Pathology
24.	Dr.Kuldeep Valvi, SMO	Link Officer to Dr. Sunder K. S.O Rekha	
25.	Ms.Alka Sharma, Section Officer	All Court cases	5.O(Admn)
26.	Ms.Malti Sabharwal, DNS		1. Nursing Services 2. Laundry Services

All other duties/charges already assigned and not mentioned in the above orders will remain same and the officer will continue to look after the job as before till further orders.



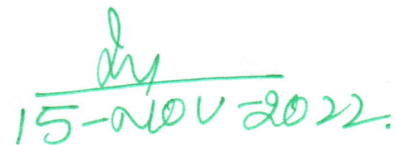
(DR.SUNITA MEENA)
MEDICAL SUPERINTENDENT

No.F.8 (107)/2016/PA to MS/AAAGH/ 637-647

Dated:-15/11/22

Copy to:-

1. HOO/DMS, AAAGH.
2. Account Officer/DNS/S.O
3. Concerned Officer
4. All HODs/Incharges, AAAGH.


15-NOV-2022.

(DR.SUNITA MEENA)
MEDICAL SUPERINTENDENT