

F. No. A/353/2023-ADMIN I | 2301

**GOVERNMENT OF INDIA**  
**DIRECTORATE GENERAL OF HEALTH SERVICES**  
**LADY HARDINGE MEDICAL COLLEGE & SMT. S.K. HOSPITAL**  
**NEW DELHI**

Dated the 3<sup>rd</sup> November, 2023

**CIRCULAR**

With reference to MoH&FW OM No. Addl.DDG/02/21-02-23 (DGHS) dated 29.11.2023 (Copy enclosed), applications are invited from the eligible faculty members of this Institution for appointment of Head of Department in 3 Central Government Hospitals/Institutes in Delhi details as under:-

S.No.	Department	Hospital/Institute
1.	Pediatrics	VMMC-SJH
2.	Nephrology	ABVIMS-RML Hospital

Application form may be filled in the prescribed format and scanned application form may be submitted electronically by the candidates via email to **membersecy-mohfw@gov.in**.

All are requested to go through the standard operating procedures/guidelines issued by the MoH&FW vide their OM No. Addl.DDG/02/21-02-23(DGHS) dated 10.04.2023 for appointment of Head of Departments on the above institutes.

This issues with the approval of Competent Authority.

  
(Kumar Sourabh)  
Dy. Director (Admn.)

To,

1. All HoDs-with request to bring the contents of the Office Order to the knowledge of all faculty members working under their kind control.
2. AMSs
3. Vice Principal
4. Dr. Nikhilesh Chandra, Member Secretary, Standing Selection Committee, DGHS, MoH&FW, Nirman Bhawan, New Delhi-110001.
5. PS to Director
6. PA to DD(A)
7. Notice Board

Office of ADDL. DDG./Member Secretary( Standing Selection Committee)

Government of India

Ministry of Health & Family Welfare

Directorate General Health Services

Nirman Bhawan, New Delhi-110011

Dated 29 Nov 2023

**OFFICE MEMORANDUM**

**Subject:** Issuance of Advertisement for appointment of Head of Department(HoD) in 3 Central Government Hospitals/Institutes in Delhi namely VMMC-Safdarjung Hospital, ABVIMS-Dr. RML Hospital and LIHC-Smt. Sucheta Kriplani Hospital, Delhi.

With reference to O.M. No. Addl.DDG/02/21-02-23(DGHS) (FTS : 8208783) dated 10.04.2023 regarding framing of Standard Operating Procedure(SOP)/Policy for Appointment of Head of Department(HoDs) in 3 Central Government Hospitals/Institutes in Delhi, the undersigned is to convey that the following vacant posts of HoDs may be advertised by MS/Director of respective institutions in their institution websites and notice boards:

S.No.	Department	Hospital
1	PAEDIATRICS	VMMC-SJH
2	NEPHROLOGY	ABVIMS-RMLH

2. Details regarding all the procedures are given in referred OM dated 10.04.2023 and its annexure. The following timeline is to be followed strictly :

(i) Advertisement is to be issued within **02 work-days** under intimation to this office.

(ii) Application form is to be submitted within 02 weeks ( latest by **5 p.m. on 15 Dec, 2023**). In case of any procedural delay, a candidate can submit advance copy to this office by email.

(iii) Names and of faculties & PG3 of that speciality is to be submitted by respective MS/Director where the applicant works or had worked in last two years (latest by **7 Dec 2023.**)

(iv) Feedback form is to be submitted by the faculties and PG3 ( &/or Senior Resident in case of superspecialty) at the earliest, in any case, before 5 pm on **17 Dec 2023**( or any revised date as mentioned in email sent to responders)

(v) Interview may be held in December third week. Date, Time, & Place will be informed by email to the candidate.



(Dr. Nikhilesh Chandra)

Member Secretary, Standing Selection Committee

Landline office- 011-23061028

Room No.-544, A wing, Nirman Bhawan

To,

1. Medical Superintendent, Safdarjung Hospital, Delhi

2. Medical Superintendent, Dr. R.M.L. Hospital, Delhi

3. Director, LIHC, Delhi

5. PPS to DG, DGHS

6. PS to JS(CHS), MoHFW

7. PS to Director(CHS)

with request to advertise