



F.No. 1-6[33]/2016.2017/Estt.I
Dated 03rd March, 2017

OFFICE ORDER

Director is pleased to approve relaxation in procedures related to the medical facilities to staff / pensioners, to the following extent, with immediate effect and until further orders:-

1. The Part Time Medical Officer, at his discretion based on the condition of the patient, may prescribe medicines / treatment to patients of chronic diseases, for a maximum period of two months at a time.
2. At present, the office is issuing referral letters for both outpatient and inpatient treatments only after obtaining a referral from the PTMO. For the convenience of the employees, it has been decided that DDO may directly issue referral letter to the employees and pensioners of this Institute for getting medical treatment.

[B. D. Phansal]
Chief Administrative Officer

06/03/17

Distribution :-

1. Project Coordinator (AICRPDA)/(AICRPAM)
2. All Heads of Divisions/ Sections (DCS/DRM/TOT/D&A)
3. OIC, HRF / GRF
4. Head, KVK
5. Officers-in-Charge (PME/Works/IGH/Library/Vehicles/
AKMU/TOT & Official Language/Landscaping]
6. Senior Finance & Accounts Officer
7. Administrative Officer / Drawing and Disbursing Officer
8. Assistant Finance & Accounts Officer
9. Stores and Purchase Officer
10. Assistant Administrative Officer [E-I /E-II]
11. Dr. K. Madhava Reddy, P.T.M.O.
12. Notice Boards / Website
13. PA to Director
14. P.S. to C.A.O

With a request to bring the contents of the above circular to the notice of all the staff members working with them.