

No. A-33024/01/2015-Admn-I
Government of India
Ministry of Health & Family Welfare
Directorate General of Health Services

Nirman Bhavan, New Delhi

Dated: 22 May, 2018

OFFICE MEMORANDUM

Subject: Call for nominations for a 3-day Residential Training Programme at NIFM, Faridabad during 28th to 30th November, 2018.

Nominations are invited for a 3-day Residential Training Programme with specific emphasis on leadership skills as conducted by DOPT, etc. to be held at NIFM, Faridabad during **28th to 30th November, 2018.**

2. The aforesaid programme is meant for CHS officers who are heading institutes, organizations, hospitals, national health programmes, etc. or second-in-command and have been handling managerial / administrative / financial matters along with their professional responsibilities. The programme has been designed especially for officers holding charge of management / administration in the Hospitals or Attached/Sub-ordinate offices of Dte. GHS, Ministry of Health & Family Welfare.
3. **Venue** of the programme is National Institute of Financial Management (NIFM) (Ministry of Finance, Government of India), Sector-48, Pali Road, Faridabad-121001 (Haryana).
4. **Participation fee:** The expenditure on aforesaid programme is **Rs. 27,000/- per participant in r/o Central Government employees.** This includes lodging, boarding and course fee. This amount may be sanctioned in the name of participating officer or a **Demand Draft** may be made in the name of **Accounts Officer, NIFM, Faridabad.**
5. Nominations with regard to the participation of the officer may be sent to email id: training.dghs@gmail.com / Dr. Tanu Jain, ADG(TJ), Dte. GHS, Ministry of Health & Family Welfare, Room No. 530-C, Nirman Bhavan, New Delhi-110108 **positively by 20.06.2018 in the proforma attached** (Annexure-I).
6. It is reiterated that confirmation of participation after due approval of competent authority will be issued by this Directorate and the proposed participant from your institute / hospital should plan necessary logistical arrangements **only after the formal approval by this Directorate.**



(Jitender Singh)

Dy. Director (Admn.)

Tele No. 011-23062814

(Encl: Annexure-I as above)

To,

1. All subordinate/attached offices/organisations under Dte.GHS through Dte.GHS website only.
2. IT Cell, Dte.GHS for uploading in Dte.GHS website.

Copy to:

1. PPS to DGHS
2. The Director, National Institute of Financial Management (NIFM) (Ministry of Finance, Government of India), Sector-48, Pali Road, Faridabad-121001 (Haryana).
3. Shri. Rajiv Manjhi, JS, Dte. GHS, Nirman Bhavan, New Delhi.
4. Dr. Tanu Jain, ADG (TJ), Dte. GHS, Nirman Bhavan, New Delhi.
5. Dr. Raghuram Rao, DADG(TB), Dte. GHS, Nirman Bhavan, New Delhi.

परिपत्र

विषय: - Engagement of Retired Government Officers on contract basis in the Directorate General of Health Services.

Directorate General of Health Services invites application from retired Indian Supply Service Officer of Under Secretary or equivalent level Officer who have retired from DGS&D and are well versed with Procurement matters, for engagement as Consultant on contract basis for a period of six months initially or till further orders, whichever is earlier. The consultant will be deployed in Procurement Cell of Dte.GHS (HQ) located in New Delhi. Detailed terms and conditions for engagement of consultants are Annexed. The eligibility criteria and other details are as follows:

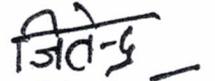
1	No. of consultants to be engaged on contract basis	02
2	Maximum Age limit	65 years on the date of application
3	Place of assignment	Procurement Cell of Directorate General of Health Services
4	Assignments	<ol style="list-style-type: none">1. To advise the Dte.GHS on Technical matters related to procurement.2. To examine and advise on matters related to quality control in procurement handled under Procurement Cell3. To co-ordinate with various Hospital/organization engaged for procurement under Dte.GHS (HQ).4. To co-ordinate with other Programme Divisions in Dte.GHS in respect of their indents, with members of the Committees notified in the Hospitals/DoHFW for procurements, dealt with under Procurement Cell and as and when require to obtain their suggestions, to organize meetings, prepare notes and draft minutes5. To monitor inspections, testing, supplies, payment and any other allied activity for the procurement handled under Procurement Cell6. To handle any other work assigned by the Dte.GHS

2. Interested persons who will also retire in the month of June, 2018 on attaining the age of superannuation and possess good health, and are in a position to join immediately may submit their particulars in the enclosed format along with relevant documents to the Section Officer, Administration-I Section, Directorate General of Health Services, Ministry of Health & Family Welfare, Room No. 553 A-wing, Nirman Bhawan, New Delhi on or before 29th June, 2018.

3. The Consultant will be paid a consolidated monthly remuneration of Rs.50900/-.

4. Ministries/Departments may also give this circular a wide publicity among their staff and bring it to the notice of their attached offices.

संलग्न:- यथोपरी


(जितेन्द्र सिंह)

उप निदेशक (प्रशासन)

टेलीफोन संख्या-23062814

सेवा में:-

1. All Ministries/Departments of the Government of India.
2. Under Secretary (CS.I), DoP&T, Lok Nayak Bhawan, Khan Market, New Delhi-110003 with the request to upload this circular on the website of DOPT.
3. Under Secretary (Admn), MoHFW with the request to upload this circular on the website of MoHFW.
4. Notice Board/All Section of Dte. GHS.

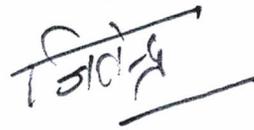
प्रतिलिपि:-

1. IT Cell, Dte.GHS for uploading this Circular on the website of dghs.gov.in.

Annexure

Terms and Conditions for engagement as Consultant in the Directorate General of Health Services.

1. The consultant shall perform the services as assigned to him/her by his/her controlling officer/Administration Division.
2. The normal working hours would be from 9.30 a.m. to 6.00 p.m. with a lunch break of 30 minutes from 1.30 p.m. to 2.00 p.m. from Monday to Friday. The consultant will mark his/her attendance in Aadhar Enabled Biometric Attendance System.
3. In special circumstances, the Consultant could be called for services on holidays or beyond normal working hours for which no compensatory leave will be granted.
4. The consultancy will start from the date he/she join initially for a period of one year.
5. The consultant shall be paid a consolidated remuneration of Rs.50900/- subject to Mandatory deduction, if any, will be made. The remuneration for services rendered in a month shall be payable in subsequent month.
6. Directorate General of Health Services shall have the right to examine/ review the services provided by him/her at any time.
7. The consultant shall perform his/her obligations under his/her consultancy with all necessary skills, diligence, efficiency and economy.
8. No other facility whatsoever except remuneration shall be provided to him/her by the Directorate General of Health Services in his/her capacity as Consultant.
9. The Directorate shall not be responsible for any loss, accident, damages/injury suffered by him/her whatsoever arising in or out of the execution of his/her work, including travel.
10. During the terms of the consultancy, he/she shall not be engaged in any private business or professional activity which could conflict with the interest of the Government .
11. The Consultant shall treat all official information as confidential and use the same only for purpose of the performance of the services.
12. The consultancy can be terminated at any time by the Government without assigning any reason without any prior notice.
13. He/She will be allowed a day's absence per month with remuneration. If this is not availed in a particular month the same shall be carried forward and can be availed in the next or subsequent month, but not more than three days' absence in a single spell shall be allowed.



जितेन्द्र सिंह / Jitender Singh
उप निदेशक (प्रशासन) / Deputy Director (Admm.)
स्वास्थ्य सेवा महानिदेशालय
Directorate General of Health Services
स्वास्थ्य एवं परिवार कल्याण मंत्रालय
Ministry of Health & Family Welfare
निर्माण भवन, नई दिल्ली / Nirman Bhawan, New Delhi

APPLICATION FORMAT FOR ENGAGEMENT AS CONSULTANT IN THE DIRECTORATE GENERAL
OF HEALTH SERVICES

Name

Fathere's Name

Aadhar Number

Date of Retirement

Office where last worked

Designation last held

Last pay drawn

Telephone Number

Mobile Number

E-mail ID

Mailing Address

Educational Qualification

Work Experience (Add separate sheet if required)



Organization/Institute	Post held	Period		Nature of work	Remarks
		From	To		

Place

Date

(Signature)