

**HAMDARD INSTITUTE OF MEDICAL SCIENCES & RESEARCH
AND ASSOCIATED HAH CENTENARY HOSPITAL
GURU RAVIDAS MARG, NEW DELHI - 110062**

No: HIMSAR/HR/N/81

Dated: 11.08.2021

OFFICE ORDER

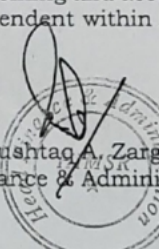
On the recommendation of Standing Assessment cum Selection Committee, the competent authority is pleased to approve contractual appointment of staff nurses in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences & Research for a period of one year with effect from the date of their joining. An Annexure detailing their consolidated salary against their names is enclosed herewith.

All the incumbents are hereby directed to report to the Medical Superintendent of Hakeem Abdul Hameed Centenary Hospital for medical examination and other joining formalities within a week from the date of this order.

The appointment is subject to your medical fitness clearance certificate.

The terms and conditions of the appointment will be as under:

1. Your engagement is purely on contractual basis for a period of one year from the date of joining.
2. In addition to normal holidays(s), you will be entitled for 1 ½ days of leave for each completed month of service and maximum 18 days during the period of one year as per present policy subject to review. Leave will be availed in direct proportion to the period of service rendered in the months. In case of unauthorized/wilful absence from duties for more than seven days, the appointment shall be terminable without assigning any notice. You will mark your attendance in the Biometric System (Face Recognition) of the Organisation.
3. All the staff nurses may submit DNC Certificate to this division while submitting their joining.
4. There will be no encashment of leave. On the expiry of contract, the leave will be treated as lapsed, if not availed during the period of contract.
5. That this contract can be terminated within the contract period by one month notice or one month pay in lieu of notice from either side without assigning any reason.
6. You will be required to be present in the HAHCH Hospital throughout the working hours and may be asked to perform duties beyond office hours and on holidays without any extra remuneration. Your conduct & activities should be in a manner that promotes the aims and objectives of HIMSAR/HAHCH.
7. **If at any time during the period of the contract, your activities are found detrimental to the interest of the Organisation, your services will be terminated forthwith without any notice and no representation for its continuation will be entertained.**
8. That no notice is required to be given on expiry of the contractual period by efflux of time.
9. That this appointment will not confer any right on you to claim regular appointment to the post and will not count for the purpose of seniority, promotion and service benefits etc.
10. That the above terms & conditions are illustrative and not exhaustive. The Competent Authority may vary them as per exigencies of work.
11. If the contractual appointment is acceptable, you may submit your joining and acceptance of the terms and conditions report to the office of Medical Superintendent within a week, failing which this offer shall stand withdrawn automatically.


(Mushtaq A. Zargar)
Head Finance & Administration

All Concerned Appointees

I accept the above terms & conditions for joining as Staff Nurse on in Hakeem Abdul Hameed Centenary Hospital of Hamdard Institute of Medical Sciences & Research.

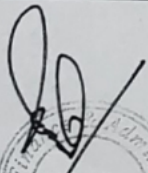
Copy to:

1. Medical Superintendent, HAHCH
2. Nursing Superintendent, HAHCH
3. Addl. Medical Superintendent
4. Finance Section, HIMSAR
5. P.A to Dean HIMSAR
6. P.S. to CEO
7. Personal File/Guard File

ANNEXURE

APPOINTMENT OF STAFF NURSES IN HAH CENTENARY HOSPITAL

S. No	Name	Consolidated Salary (Per month)
1	Bincy Mathew	28,000
2	Arzu	28,000
3	Anu Thomas	28,000
4	Sherin.T.Joy	28,000
5	Akash Arora	28,000
6	Shabnam Khatoon	25,000
7	Soniya Heisnam	23,000
8	Bhawani Shankar Regar	23,000
9	Arshi	22,000
10	Nagma Parveen	22,000
11	Sapna Verma	22,000
12	Ningombam Omita	22,000
13	Mayank Massey	22,000
14	Shivani Shrivastan	22,000
15	Mustak	22,000
16	Neha Rana	21,000
17	Harshlata Sharma	20,000
18	Ubaid Khan	20,000
19	Mohd Yousuf	22,000
20	Khalil Ahmed	20,000
21	Narenda Kumar	20,000
22	Vinod Kumar	20,000
23	Mohd Amir	20,000
24	Mansi Sharma	20,000
25	Meetali	20,000
26	Deepanshu	20,000
27	Kisalaya Yadav	20,000
28	Saharudeen	20,000
29	Naveen Kaushik	20,000


(Mushtaq A. Zargar)
Head Finance & Administration

Name _____
Signature _____
Date _____