

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



Date: 29.09.2025

OFFICE ORDER

Subject: Annual Medical Examination of Staff and Students.

We are having Annual Medical Examination for all employees and students of HIMSR and HAHCH Hospital from **6th to 10th October 2025**. You are requested to refer to the roster below and get your examination done. **This is mandatory for all employees and students.**

The following is the proposed roster for Annual Medical Examination

Dates : 06th to 10th October 2025 (Monday to Friday)
Time : 8:30 AM to 4:30 PM including lunch break
Venue : Ward No. 8, Medicine Ward, Third Floor, B Block, HAHCH Hospital

SN	Date / Day	Category
1	06.10.2025 / Monday	All Hospital & HIMSR staff other than Doctors i.e. Nurses, technicians, office staff, engineering departments, HR, Finance, Admin
2	07.10.2025 / Tuesday	All Doctors i.e. Faculty, Senior & Junior Residents, Tutors, Demonstrators, PG students
3	08.10.2025 / Wednesday	GDA and outsourced staff including Security, Housekeeping, pantry, etc.
4	09.10.2025 / Thursday	Undergraduate students, Masters and PhD students
5	10.10.2025 / Friday	Open to all

Every day from 2 PM onwards it's open to all categories.

Instructions to visitors:

- Please carry your ID card and a Photo ID card (Aadhaar)
- No need of fasting for blood tests (CBC, RBS)
- Create your ABHA ID before coming to the center
- Please bring any existing relevant medical records

Prof. (Dr.) Musharraf Husain
Principal /Dean

Copy to:

1. Medical Superintendent, HAHCH
2. Additional Medical Superintendent, HAHCH
3. Incharge HR Department, HIMSR & HAHCH
4. Sr. Manager, Accounts & Finance HIMSR & HAHCH
5. Assistant Medical Superintendent, HAHCH
6. Nursing Superintendent, HAHCH
7. All HODs
8. Engineering Section
9. President, HMSA
10. Sr. PS to CEO, HIMSR & HAHCH

