

## MANUAL 1

### **Particulars of Organization, Functions and Duties**

(Section 4(1)(b)(i))

#### **1. Aims and Objectives of the Organization:**

The Aims and Objectives of GNEC is to provide holistic healthcare and emergency needs and promote the well being of the citizens of Delhi. This hospital is designated to provide state of the art tertiary level patient care facilities to its patients FREE of COST.

Guru Nanak Eye Centre, being an associated hospital of Maulana Azad Medical College, provides training to undergraduate and post graduate students of MAMC

The hospital also implements national and state health programs of Govt. of Delhi and Central Government.

#### **2. Mission/Vision:**

The hospital will achieve its objectives by providing super specialty eye Care services to the patients, which includes the following: Diagnosis, Treatment, Follow-up, Rehabilitation, Health education, Health promotion and Medical training

##### Super Specialty Clinics

- Retina Clinics
- Cornea clinic
- Oculoplasty clinic
- Glaucoma Clinic
- Squint clinic
- Contact lens clinic
- Neuro-Ophthalmology
- Paediatric Ophthalmology

#### **3. Brief History and Background**

Guru Nanak Eye Centre is a Premier institute in the capital of India providing comprehensive eye care services to the residents of Delhi and its outskirts it was conceived in 1971 and its first wing the OPD Block became operational in 1977.

NOTE: Details can be seen on the hospital website

#### 4. Organization Charts

Available on the website of Hospital itself

1.	Unit In charge	Faculty Members	Senior Resident	Junior Resident (PG)	Interns
2	Administrative Officer	Office Supdt	Upper Division Clerks	Lower Division Clerks	Peons
3	Sr. Accounts Officer	Assistant Accounts Officer	Cashier	Lower Division Clerks	Peons
4	Purchase and Store	M.O. Store in charge	Pharmacist/LDC		
5	Deputy Nursing Supdt.	Assistant Nursing Superintendent	Nursing Sister	Staff Nurse	Nursing Orderly and Safaiwallah

## 5. Allocation of business

### 1. Director, Guru Nanak Eye Hospitals, as Head of Deptt. of Ophthalmology

- Head of Deptt of Ophthalmology of MAMC
- Supervision of all Hospital activities.
- Implementation of Govt. Policies like Public Health Programmes, Swasthya and Health melas, Stri Shakti Programmes, Disaster management activities
- Human Resource planning and management
- Financial planning and management
- Monitoring of all health care delivery facilities

### 2. **Deputy Medical Superintendent /HOD**

- To assist Director in smooth functioning of the hospital
- Head of Office
- Service matters of all staff except teaching specialties and junior Resident PG.
- PIO RTI (Delhi Act 2001 & 2005)
- Plan and Budget, creation of posts & RTC, Repair and Maintenance.
- Parliament and Assembly questions, court (legal) cases & LG Listening Post
- Court matters
- Public grievances

### 3. **Administrative officer**

- In charge of establishment matters
- ASPIO
- Vigilance Officer
- Nodal officer of Tobacco Control Programme
- Nodal officer for MIS

### 4. **Office Superintendent**

- Supervision of Establishment matters
- Execution of instructions given by M.S. and DMS, Admn. Officer
- In charge General Store

### 5. **Sr. Accounts Officer**

- In charge of Accounts Branch
- DDO of Guru Nanak eye Centre.
- Supervises salary and contingency Expenditure
- Monitors maintenance and purchase and ensures observance of financial rules codal formalities
- Planning budget

## 6. Heads of the Units

- Responsible for overall management of their respective Unit
- Effective and efficient utilization of all resources including human and material. Planning of services offered by their respective Unit

## 7. Duties to be performed to achieve the mission

To provide holistic health care and this includes physical, emotional and psychological needs and promote the well being of Delhi citizens

In order to perform its mission the hospital offers out patient, in patient and emergency (round the clock services)

The OPD registration is from 8.30 am to 11.30 am on all week days but from 8.30 am to 11.00 am on Saturday. The timing of sample intake from laboratory is from 9.00 am to 11.30 am on all week days and from 9.00 am to 11.00 am on Saturday

The emergency functions round the clock on all 365 days of the year

Detailed process of utilizing these services is as follows:

- Out- patient and in patient registration is done by outsourced data entry operator
- Consultation given by doctors of relevant units
- Medicines issued from pharmacy during OPD hours i.e. 9.00 am to 4.00 pm
- Intervention procedures if required given in various operation theatres with team of surgeon, anaesthetist, staff nurse, OT technician, OT Assistant and Nursing orderly, etc.
- Eye investigation like OCT, ultrasound of Eye, Field of vision, VEP etc are done in investigation lab from 9.00 AM to 4.00 PM
- Emergency services are provided round the clock and 365 days a year
- Laboratory facilities are available during 9.00 am to 1.00 pm with sample intake from 9.00 am to 11.30 am

Administrative functions include:

- Human Resource Management
- Maintenance of building
- Availability of Medicines and other consumables
- Provision and maintenance of equipments and instruments
- Management of additional work deputed from time to time such as medical examination by medical boards and provision of disability certificates

## 8. Details of services rendered

Following super specialties are available in this hospital under Ophthalmology

### Super Specialty Clinics

- Retina Clinics
- Cornea clinic
- Oculoplasty clinic
- Glaucoma Clinic
- Squint clinic
- Contact lens clinic
- Neuro-Ophthalmology
- Paediatric Ophthalmology

## 9. Facilities available in the hospital

- Out-patient department
- Indoor treatment (Patients are admitted from OPD or casualty)
- Investigative services like Pathology, Biochemistry, Ultrasonography, Ultrabiomicroscopy, Optical coherence tomography (posterior and anterior segment), Visual field analysis, Orbscan,
- Pharmacy for issue of medicines
- Operative facilities
- Specialty clinics

## 10. Working hours both for office and public

Monday to Friday

1. Office: 9.00 am to 4.00 pm
2. OPD (Registration) 8.30 am to 11.30 am
3. Laboratory 9.00 am to 11.30 am (sample collection)

Saturday

Office: 9 A.M. to 1 PM

OPD (Reg.) 8.30 A.M. to 11 A.M.

Laboratory 9.00 A.M. to 11.00 A.M.(sample collection)

Causality ----- Open 24 hours

Sunday and gazetted Holiday

Office O.P.D. and main Laboratory Investigation Lab closed on Sunday and Gazetted Holidays

11. Public Interaction, If any:

This Organization is totally oriented to provide services to the general public.

12 Grievance redress mechanism:

Administrative Officer – Sh. H.P.Meena

Telephone Number – 011-23234075

Different avenues for redress of grievances are as follows

If any member of public has any problem in getting treatment he/she can approach the following:

OPD	Indoor & Causality
Asstt. Nursing Supdt, Mrs. Kanta Batra Room No. 111	Concern Head of Units
Concern Heads of OPD Units	DNS Smt. Maltina Singh 1 <sup>st</sup> floor Ward No,,2
Deputy medical Supdt., Dr. Ashok Kumar Room No. 61	Dy. Medical Supdt. Dr. Ashok Kumar Room No. 61
Medical Supdt./Director	Medical Supdt./Director

Manual 2  
Powers and duties of officers and employees  
(Section 4(1)(b)(ii))

Powers and duties of officers and staff

S.No.	Designation of post	Powers				Duties
		Administrative	Financial	Statutory	Others	
1	Director/ Medical Supdt.	HOD	HOD	HOD		Overall supervision of hospital working
2	Head of Office	HOO	HOO	HOO		Supervision of staff
3	Dy. Medical Supdt.	As per delegation of powers by M.S.	As per delegation of powers by M.S.	As per delegation of powers by M.S.	As per delegation of powers by M.S.	As per delegation of powers by M.S.
4	DDO	DDO	DDO	DDO	Finance Department Nominee	Preparation of salary of contingency bills Treasurer of RKS
5	Head of the units				Supervision of clinical work	Patient Management to patient's satisfaction & supervision of the department
6	Teaching Specialist				--	Patient management and supervision of the department Teaching of under graduate and post graduate Medical students

7	Administrative Officer				-overall incharge of establishment branch -APIO -Vigilance officer	-To control the ministerial staff Establishment matters of all staff of GNEC -APIO of GNEC
8	Office Superintendent				Control of ministerial staff	Control of ministerial staff implementation of orders from Director & DMS
9	Deputy Nursing Superintendent				Control of staff nurses & group D	Posting & control of staff nurses and group –D
10	A.N.S.				--	Asstt. DNS
11	Nursing Sister				Check staff nurse and keep charge of store	Checking of staff nurses p[performance and maintain ward store
12	Staff Nurse				--	Patient care
13	Sr. A/cs Officer				DDO Incharge of Accounts Branch	DDO -To provide expert administration on account matter
14	AA Officer					To assist Sr. Accounts officer in account Matters
15	Senior Resident				---	Patient management
16	Junior Residents				--	Patient management
17	Stenographer				--	Take dictations & typing work
18	Statistical Assistant					Compile data for statistics
19	Upper Division clerk					Maintains personal files and puts up notes for decision
20	Lower Division Clerk				--	Puts up notes and Registration etc



21	Pharmacist				Check & manage drug store	Distribution of medicine
22	Eye Refractionist				--	Refraction for spectacle
23	O.T. Technician				--	Operate OT Machine
24	O.T. Assistant				--	Cleanliness of O.T. Machines
25	CSSD Technician				--	Operates sterilization machines (Autoclave)
26	CSSD Attendant					Cleaning & packing of surgical material for autoclave
27	Lab Technician				--	Performs Laboratory test
28	Lab Assistant				--	Collection of samples and cleanliness of machine
29	Dietician				Incharge of kichen	Advice suitable diet to the patient
30	Driver					To carry the patient in ambulance - To drive staff car for M.S
31	Ward Boy/NO (outsourced)					To carry the patient from one place to another in the hospital
32	Sweeper					Look after the cleanliness and sweeping of the hospital
33	Assistant Security Officer					Supervision of the security personnel

### Manual 3

Procedure followed in decision making process  
(Section 4 (1)(b)(iii))

Flow Process Chart for decision making

There are various sorts of decision making process involved in the hospital

- 1) Related to patient
- 2) Related to complaints received
- 3) Related to letters or Orders received
- 4) Related to requirement and purchase of Drugs, Surgical Material or Equipments for patients 'care
- 5) Related to Maintenance of Hospital Buildings

1) Flow Process of Patient Treatment

S.No.	Activity	Level of action	Time Frame/Patient
1	To get registration and Treatment Card Prepared : Either in OPD or Casualty ( for urgent attention)	Registration Clerk	2-5 Minutes
2	Consult Doctor	Doctor (JR, SR or Specialist)	5-15 minutes
3	Get Medicine	Pharmacist	2-5 Minutes
4	If needed Advised Investigation	Doctor	15-30 Minutes
5	Collection of Sample (During Collection hours)	Lab Asstt.	5 minutes
6	Performance of Investigation (Test on Sample)	Lab Tech Checked by pathologist	Minutes to days (depending on test
7	Report of Blood or Urine Test	Lab Asstt.	Next Day in routine cases except in few specialised test
8	Patient Requires Expert Opinion	Specialist	20-30 minutes
9	Dressing	JR/SR	15 Minutes
10	Advised Operation	Surgical Specialist	20 Minutes
11	Pre Anaesthetic Check Up	Anaesthetist	20 to 30 Minutes
12	Admission	Registration Clerk	15 Minutes
13	Discharge from Hospital	SR	2 hours

2. Flow Process Related to Complaints received

S.No.	Activity	Level of Action	Time Frame
1	Receiving of complaint at Diary Counter or complaint Box	Diary Clerk	5 Minutes
2	Scrutiny of documents and marking to respective branch	Director/Medical Superintendent	same day/Next Day
3	Marking to specific dealing Assistant	DMS Admn. Officer	same day/Next Day
4	Dispatch to Dealing Asstt. & Receiving by Dealing Asstt.	Diary /Dispatch Clerk	Next day
5	Dealing with matter and putting up note for decision	Dealing Assistant	1-2 days
6	Asking explanation from respondent	Vigilance Officer	7 days
7	Receiving Explanation	Respondent	4-7 days
8	Decision Making	Director/ Medical Suptd.	2-3 days
9	Preparing of letter to communicate the decision taken concerned	Dealing asstt.	1-2 days
10	Signature on letters /orders	DMS	Same day
11	Dispatch of order	Diary dispatch clerk	Same day

3. Flow Process Related to Letters or Orders received

S.No.	Activity	Level of Action	Time Frame
1	Receiving of letters at Diary Counter	Diary Clerk	Same day
2	Scrutiny of documents and marking to respective branch	Director/Medical Superintendent	Second working day
3	Marking to specific dealing Assistant	DMS	2 <sup>nd</sup> to 3 <sup>rd</sup> working day
4	Dispatch to Dealing Asstt.	Diary /Dispatch Clerk	2 <sup>nd</sup> to 3 <sup>rd</sup> working day
5	Receiving by Dealing Asstt.	Clerk	Next day
6	Dealing with matter and putting up note for decision	Dealing Assistant	2-3 days
7	Checking note for factual accuracy	Admn. Officer	1-2 days
8	Suggesting appropriate action	DMS	1-2 days
9	Agreeing with decision or discussing alternate action	Director/Medical Suptd.	1-2 days
10	Preparing of letter to communicate the decision taken concerned	Dealing asstt.	1-2 days
11	Signature on letters /orders	Head of Office	Same day
12	Dispatch of order	Diary dispatch clerk	Nex day

4. Flow Process Related to Requirement and purchase of Drugs, Surgical material or Equipments for Patients' Care.

S.No.	Activity	Level of Action	Time Frame
1	Receiving of Requirement of Material from Doctors or other sections.	Diary Clerk	Same day
2	Scrutiny of documents and marking to Purchase branch	Director /Medical Superintendent	Second working day
3	Marking to specific stores	Purchase Officer	1-2 days
4	Dispatch to Specific Stores Caretaker/Pharmacist	Diary Dispatch Clerk	Same day
5	Receiving by Stores Caretaker.	Clerk/ Pharmacist	Next day
6	Checking of Stock position and calculating previous years consumption	Pharmacist	1-7 days
7	Checking if approved rates are available which can be either of these hospital or DHS or any other hospital of Govt. Of NCT if yes, then go to step No. 10	Clerk/Pharmacist	1 day
8	If no, rates are available then check urgency from concerned person and take permission of medical supdt. for step No. 9	Clerk/Pharmacist	1 days
9	Urgent requirement to be procured through local purchase value upto Rs. 15000/- with certification by competent authority each occasion or through limited tender for items costing value upto Rs. 25 Lakhs	Clerk/Pharmacist	1 day
10	Putting up note for procurement	Clerk/Pharmacist	1-2 days
11	Checking note for factual accuracy	MOI/c of concerned stores	1-2 days
12	Checking need of requirement	Requirement Assessment Committee/Purchase Committee	1-2 days
13	Checking decision of Requirement Assessment Committee	MOIC of concerned Stores	5-10 minutes
14	Overall checking of requirement and rates etc.	Purchase Officer	1-2 days
15	Checking for full observance of codal formalities for	Accounts Officer (nominee of Finance	1-3 days

	expenditure from Govt. Fund and availability of fund	Department)	
16	Administrative Approval and Expenditure Sanction for purchase of Required item	Director /Medical Supdt.	1-2 days
17	Preparing of supply order to firm	Clerk/Pharmacist	1-2 days
18	Signature on Supply Order	Purchase Officer	1 day
19	Dispatch of Order	Diary /Dispatch Clerk	Next day
20	Receiving of material supply in stores	Clerk/Pharmacist	Same day
21	Verifying that material is as per supply order	MOIC stores with help of Technical committee and requisitioning doctor	5 minutes to few days
22	Entering material in stock Register	Clerk/Pharmacist	1 day
23	Verifying on body of bill	MOIC of concerned stores	1-2 days
24	Put up for expenditure Sanction	Clerk/Pharmacist	1-2 days
25	Check all entries	MOIC of concerned stores	1-2 days
26	Cross check from finance angle	Accounts Officers	1-2 days
27	Grant of Expenditure sanction	Director/Medical Supdt.	1 day
28	Preparation of Contingency Bill	Clerk/Pharmacist	1 day
29	Checking and signing of bill	Accounts officer (DDO)	1 day
30	Submission to Pay and Accounts office for preparation of Cheque	Cashier	On fixed days
31	Receiving of Cheque from PAO	Cashier	After 2 to 3 days
32	Issue of cheque to supplier	Cashier	Within a week

#### 5. Process related to maintenance of hospital Building

S.No.	Activity	Level of Action	Time Frame
1	Receiving of demand for repair or Addition or alteration in building from various in-charge	Diary Clerk	2-5 Minutes
2	Marking to respective Mol/C	Director/Medical Supdt.	1 day
3	Marking to caretaker or clerk dealing with PWD of Hospital;	MOIC PWD	Same day
4	Puts up on file with Note	Clerk	One day
5	Takes decision for type of work required	MOIC PWD	1 -2 days
6	Approval and sanction of the work	Director/Medical Supdt.	1 day
7	Sanction order for work execution is prepared	Clerk	1 day
8	Order is signed	Director /Medical Supdt.	Same day
9	Dispatch to AE PWD Elect. Or Civil	Dispatch clerk	1 day

#### Manual-4

Norms set for discharge of functions  
(section 4 (1)(b)(iv))

Details of norms and standards set out can be given in respect of various activities  
Some of the norms are indicated below

S.No.	Activity	Time frame/Norm	Remarks
1	Diary of letter	Same day	Same day
2	Dispatch of letter	Same day	Usually done as and when received for dispatch
3	Registration of patient	2 minutes/pt.	
4	Admission of patient	10 to 15 minutes /Pt	
5	Patient Examination	Average 10 minutes per patient	Ranges from 2 to 30 minutes
6	Blood collection	Average 5 Minutes per patient	
7	Ultra-sonography	10 to 30 minutes	
8	Operation	30 to 180 Minutes	May extend as per surgery
9	Refraction	10-20 Minutes/pt	

Manual -5

Rules, regulations, instructions, manuals and records for discharging functions  
(Section 4 (1)(b)(iv))

List of Regulations, instructions, manual and records

S.No.	Name of the act, rules regulation etc	Brief gist of the contents	Reference No. If any	Price in case of priced publications
1	CCS (CCA) Rules	For disciplinary control over staff	CCS (CCA) Rules, 1965	N.A.
2	Medical Attendance Rules	Control Medical Facilities of staff	CS (MA) Rules , 1994	NA.
3	FR & SR Rules(Part-I)	Control financial expenditure of the Govt.	FR &SR 1922	N.A.
4	FR&SR Rules (Part-II)	Control financial expenditure of Govt.	FR &SR 1922	NA.
5	FR & SR Rules(Part-III)	Leave Rules	FR &SR 1922	N.A.
6	FR&SR Rules (Part-IV)	DA,HRA & CCA	FR &SR 1922	NA.
7	FR & SR Rules(Part-V)	HRA &CCA	FR &SR 1922	N.A.
8	General Provident Fund	Control contribution and advance & withdrawal	GPF (Central Services Rules ,1960	NA.
9	LTC	Disposal of LTC cases	LTC Rules	N.A.
10	O.T.Allowance	Regulates payment for overtime work		NA.
11	Group Insurance Scheme	Covers Rules for employee insurance	CGE GIS, 1980	N.A.
12	Children's Education Assistance	Provide assistance for children education		NA.
13	CCS (Pension ) Rules	Governs payment of pension	CCS Pension Rules,1972	N.A.
14	MCI Rules			NA.



Manual -6

Section 4(1)(b)/VI

Details of the records may be made in a Statement from wind wise, unit wise, branch wise and it may be got tabulated, indexed and catalogued.

S.No.	Nature of record	Details of information available	Unit/Section which is available	Retention period where available.
1	OPD Registration register	Name, age and sex of the patient	MRD	5 years
2	Lab report register	Investigation report	Pathology	2 yrs
3	Ultrasound report register	Ultrasound report	Investigation Lab(Eye)	2 yrs
4	Case Sheet	Detail of patients treatment & daily progress report	MRD	10 yrs
5	Causality Register	Name/Age/Sex/address where available/MLC or not	MRD	10 yrs
6	Court Summon Register	Name of doctor, MLC No. /FIR No. Date/Court/Court room No.	MRD	10 yrs
7	Tender documents	Rates quoted by firms	Purchase	10 yrs
8	Supply order	Cost & quantity of items orders	Purchase	10 yrs
9	Comparative statement	Compares relative rate	Purchase	10 yrs
10	History sheet of the equipment	Details of repair expenditure on equipment	Purchase, R&M Department	10 yrs
11	Stock Register	Entry of all items received in hospital with price	Store (general medical and surgical)	10 yrs
12	Receipt voucher	Details of issue of items for use in various sections	Store	10 yrs
13	Salary bills	Details of salary paid	Accounts Branch	03 yrs or 01 yr after completion of audit which ever is later as per GFR
14	Contingency bills	Details of payments for purchase`	Accounts branch	03 yrs or 01 yr after completion of audit which ever is later as per GFR

15	Miscellaneous Bills	OT, Medical, Phone, conveyance etc.	Accounts Branch	03 yrs or 01 yr after completion of audit which ever is later as per GFR
16	Personal Files	Personal details of each employee from the date of joining till retirement/transfer	Establishment Branch	--
17	Service Book	All details of employee service including leaves	Establishment Branch	--
18	Guard file	All orders, issued in the department	Establishment branch	--
19	Vigilance files	All complaints their enquiries and results	Vigilance branch	--
20	Post sanctioned file	All posts sanctioned in the hospital	Planning branch	--

Manual -7

Section 4 (1)(b)(vii)

Particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy of implementation

No such consultation is required for health care.

Manual-8

Section 4(1)(b)(viii)

Boards Councils, Committees and other bodies

S.No	Name of the board council and other bodies	Consisting of	Part of office or for advice	Meetings open to public or not
1.	Procurement Committee	Chairman and its members	Part of office	No
2.	Tender committee	Chairman and its members	Part of office	No
3.	Approval committee	Members	Part of office	No
4.	Medical Board for appellat cases of eye	Chairman, members and coopted members	Part of office	No
5.	Requirement of intravitrial Infection /lucentis			
6.	Book Value Assessment Committee			
7.	Finalization of work & PE by PWD (Civil & Electrical)			
8.	Out of turn keratoplasty approval Committee			
9.	Bio Medical Waste Management Committee			
10.	Auction Committee			
11.	Condemnation Committee	Chairman, member Secretary and its members	Part of office	No
12.	Committee for prevention of sexual assault at work place	Chairman, member Secretary and its members	Part of office	No
13.	Rogi Kalyan Samiti	Chairman Vice Chairman Member Secretary, Treasurer members from RW A Local NGO's and Eminent Citizens	Advice	yes

## Section 4(1)(b)(ix)

## Boards Councils, Committees and other bodies

## Directory of officers and employees

S.No.	Name of the Centre & officers	Ph.No.
1	Guru Nanak Eye Centre	011-23230448 011-23234607 011-23239115 011-23234622
2	Emergency	011-23235145 011-23234612
3	Eye donation	011-23234612 011-23235145
4.	Dr. Kamlesh, Director	011-23236931 9968604326
5	Dr. Ashok Kumar, DMS, Head of Office, PIO,(RTI Act) .	011-23232955 8130790601
6	Sh. Satyawhan Bhaurya , PPS to Director	23236931 8130790606
7	Smt. Meltina Singh, DNS	8130790602
8	Smt. Kanta Batra, ANS, OPD	8130790206
9	Smt. Neelam Sharma, ANS Ward	8130790205
10	Smt. Kewal Gupta, ANS OT	8130790207

## Teaching Specialist and Consultant

S.No.	Name	Designation	Ph.No.
1	Dr. Kamlesh	Director Prof. HOD	9968604326
2	Dr. B. Ghosh	Director Prof.	9968604325
3	Dr. Usha yadava	Director Prof.	9968604327
4	Dr. P.k.Pandey	Director prof.	9968604328
5	Dr. J.L.Goel	Director prof.	9968604330
6	Dr. Sushil Kumar	Director Prof.	9968604329
7	Dr. Ritu Arora	Director prof.	9968604331
8	Dr. Usha K Raina	Director Prof.	9968604333
9	Dr. Kirti Singh	Director Prof.	9968604334
10	Dr, Anju Rastogi	Director Prof.	9968604332
11	Dr. Meenakshi Thakker	Professor	9968604335
12	Dr. Ruchi Goel	Professor	9968604337
13	Dr. Subash Dadeya	Professor	9968604336
14	Dr. Punika K. Sodhi	Professor	9968604414

### Non-Teaching Specialist

S.No.	Name	Designation	Ph.No.
1	Dr. Nalini Jayaswal	Spl. Grade-II Pathology	8130790608 Exn.275
2	Dr. Richa Vaishya	Spl. Bio Chem.	8130790603 Extn.275

### Ministerial Staff

S.No.	Name	Designation	Ph.No.
1	Sh. H.P.Meena	Admn. Officer	011-23234075 8130790609
2	Sh. S.K.Purohit	Office supdt.	8130790605
3	Sh. S.K.Verma	Sr. A/cs Officer	8130790607
4	Ms, Kanchan Sharma	AAO	8130790604
5	Sh. R.K.Srivastava	MRO	8130790600

### List of medical officers Incharges of various Branches/Sections of Guru Nanak Eye Centre

S.No.	Department	Name of the MOI/C
1	Ward-1 & emergency	Dr. Meenakshi Thakker
2	Ward-2	Dr. Sushil Kumar
3	Ward-3	Dr. Ruchi Goel
4	Ward-4	Dr. Richa Vaishya
5	Ward-5	Dr. Nalini Jayaswal
6	Private Ward/NH	Dr. Ruchi Goel
7	Investigation Lab/Eye Bank/OT	Dr. Ritu Arora
8	OPD & Pharmacy	Dr. Anju Rastogi
9	Kitchen & Libaray	Dr. Kirti
10	Medician Store	Dr. Usha Yadava
11	Equipment Store	Dr. Usha K. Raina
12	Lab Services	Dr. Nalini Jayaswal
13	Fire fighting	Dr. Sushil
14	Disaster Management	Dr. Goel
15	Dengue Malaria	Dr. Subhash Dadaya
16	Equipment Condemnation	Dr. Ruchi Goel
17	Manifold Room Anesthesia (Gas Pipe Line)	Dr. Ritu Arora
18	Telephone Exchange	Dr. Richa Vaishya
19	Bio Medical Waste Management	Dr. Anju Rastogi
20	Hospital Infection cell	Dr. Usha Yadava
21	Linen Store	Dr. Richa Vaishya
22	General Store (Condemnation)	Dr. Kirti
23	Website GNEC	Dr. Puneeta K. Sodhi
24	General Store	Dr. S.K.Purohit

**Department Of Health And Family Welfare  
Govt. of NCT of Delhi**

<b>Office :</b> Guru Nanak Eye Hospital-2000025					
<b>S.No.</b>	<b>Employee code</b>	<b>Employee Name</b>	<b>Designation</b>	<b>Basic pay</b>	<b>Grade pay</b>
1	122009	ASHOK KUMAR	Deputy Medical Superintendent	60780	10000
2	127819	MELTINA SINGH	Deputy Nursing Superintendent	26890	5400
3	141140	Mr. H.P. Meena	Administrative Officer	29120	5400
4	140736	Mr. R. K. Srivastava	Medical Record Officer	19370	4800
5	151518	Mr. S. K. PUROHIT	Office Superintendent	19030	5400
6	147771	Mr. S.K. VERMA	Senior Accounts Officer	27110	5400
7	153062	Mrs. Kanchan Sharma	AAO	10510	4800
8	127821	Nalini Jayaswal	Specialist Grade I	46380	8700
9	127815	Richa Vaishya	Assistant Professor	24610	6600
10	129581	Sh. Satyavan Bhaurya Bhaurya	Sr. P.A.	22850	5400
11	154636	Dr. Anika Gupta	Senior Resident	19510	6600
12	158361	Dr. Annu Joon	Senior Resident	18750	6600
13	154517	Dr. Arushi Garg	Senior Resident	18750	6600
14	147121	Dr. Babita	Senior Resident	20300	6600
15	140117	Dr. MANUDHANE ADITI ABHAY	Senior Resident	20300	6600
16	158631	Dr. Neha Rathie	Senior Resident	18750	6600
17	148509	Dr. Pooja Jain	Senior Resident	19510	6600
18	148532	Dr. Prolima Thacker	Senior Resident	18750	6600
19	154516	Dr. Smriti Nagpal	Senior Resident	18750	6600
20	146686	Dr. Supriya Arora	Senior Resident	20300	6600
21	140119	Dr. Vishal Rajesh Bhambhwani	Senior Resident	20300	6600

22	147545	Dr. Wahaja karim	Senior Resident	20300	6600
23	154640	Dr. Yashpal Goel	Senior Resident	18750	6600
24	158632	Dr. Amit Kumar Chawla	Senior Resident	18750	6600
25	158362	Dr. Mainak Bhattacharyya	Senior Resident	18750	6600
26	158630	Dr. Goray Apurva Mahendra	Senior Resident	18750	6600
27	159340	Dr. Vikas Veerwal	Senior Resident	18750	6600
28	161458	Dr. Bhumika Sharma	Senior Resident	18750	6600
29	147867	Dr. Augustus Vivek Charles	Junior Resident	19670	5400
30	147985	Dr. Richa Agarwal	Junior Resident	19670	5400
31	148068	Dr. Prateeksha Sharma	Junior Resident	19670	5400
32	152847	Dr. Divya Yadav	Junior Resident	19040	5400
33	153204	Dr. Vidula	Junior Resident	19040	5400
34	157406	Dr. DASHPUTRA RADHIKA VISHWAS	Junior Resident	18400	5400
35	158198	Dr. Ekta Garg	Junior Resident	18400	5400
36	118298	RAJNEESH BHAGAT	Pharmacist	20060	4800
37	122037	LAL BAHADUR	OT Technician	10110	2400
38	123740	AVDHESH KUMAR MISHRA	Pharmacist	18610	4800
39	127886	RAJINDER KUMAR	Driver	12880	2800
40	127889	NEELAM	Lab Technician (Gr.III)	16260	4200
41	127892	BRIJESH KUMAR RAJPUT	Assistant Security Officer	16260	4200
42	127893	Smt. Nishi Hustoo	Dietician	22210	4800
43	127894	RAKESH KUMAR	Driver	14420	4200
44	127895	DHARAM VIR	Driver	12880	2800
45	127896	SUNIL KUMAR	Driver	12670	2800
46	127897	RADHEY SHYAM	Driver	9690	2400
47	127898	MAHESH KUMAR	Driver	14470	4200
48	127906	RAM CHARAN SINGH	Lower Divison Clerk	9980	2000
49	127908	NARESH KUMAR	Lower Divison Clerk	10340	2000
50	127909	DEVENDER SINGH	Laboratory Assistant	13420	2800
51	127910	RAM KISHAN	Lab Assistant (Gr.III)	10960	2800
52	127911	Braham Dev Sah	Laboratory Assistant	10960	2800
53	127912	MUKESH	Lab Technician (Gr.III)	16260	4200
54	127914	SAMAR PAL SINGH	OT Asst.	10340	2000

55	127915	KEWALA NAND	OT Asst.	10340	2000
56	127917	PREM SINGH	OT Technician	11300	2800
57	127918	VINOD KUMAR SINGH	OT Technician	11300	2800
58	127925	KAVITA SRIVASTAVA	Technical Assistant (Ophthalmology)	19270	4600
59	127926	ANJU JAIN	Technical Assistant (Ophthalmology)	19270	4600
60	127971	KISHORI LAL	OT Asst.	9970	2000
61	127972	KAILASH KUMAR	OT Asst.	9970	2000
62	127980	DHARAMVIR SINGH II	OT Asst.	9820	2000
63	128086	KRISHAN KUMAR	OT Asst.	10340	2000
64	128088	KISHAN SINGH	OT Asst.	9980	2000
65	128089	SEWA NAND	OT Asst.	9970	2000
66	134321	Mr. Vimal Jain	Statistical Assistant	14670	4200
67	142200	Mr. SOMARAJAN P	LDC (GR.IV)	10340	2000
68	142932	Mr. ISHWAR SINGH	GRADE III DASS	10430	2400
69	143058	Mr. SANJAY KUMAR	Stenographer Grade II	20270	4800
70	143830	Mrs. MAYA DASS	GRADE III DASS	9250	2400
71	144030	Mr. RAM SHARAN	LDC (GR.IV)	9970	2000
72	146279	Mr. SHIV KUMAR	GRADE III DASS	12150	2800
73	150944	DHARAM VEER MALIK	OT Asst.	9600	2000
74	154633	Mr. NAVEEN PATHAK	GRADE III DASS	10650	4200
75	126354	Sachin Pal	Pharmacist	11470	4200
76	128048	Rupesh Raushan	Technical Assistant (Ophthalmology)	10400	2800
77	128051	Varsha Mangain	Lower Divison Clerk	7930	1900
78	128053	Sanjay Kumar Haldar	Pharmacist	11470	4200
79	128054	Rajesh Kumar	Technical Assistant (Contact Lens)	10800	2800
80	136549	Mr. Neeraj Kumar	Technican (Contact Lens)	11010	4200
81	148676	Mr. ANAND SINGH RAWAT	Upper Divison Clerk	11590	2400
82	155419	Mr. AMIT KUMAR	LDC (GR.IV)	7090	1900



**Department Of Health And Family Welfare  
Govt. of NCT of Delhi**

**Office : Guru Nanak Eye Hospital-200025**

<b>S.No.</b>	<b>Employee Code</b>	<b>User Name</b>	<b>Designation</b>	<b>Basic pay</b>	<b>Grade pay</b>
1	127933	YOHANAN T	Cook	10340	2000
2	127934	RAMANAND	Chowkidar	10570	2000
3	127935	PARMOD KUMAR	Chowkidar	10340	2000
4	127936	GAGAN DASS	Chowkidar	11380	2400
5	127937	HARI CHAND	Chowkidar	9980	2000
6	127938	NAND LAL MAJHI	Chowkidar	9820	2000
7	127940	NEM BAHADUR	Cook	10570	2000
8	127941	JOGINDER SINGH	Cook	10570	2000
9	127942	SAMUNDER SINGH	Cook	10570	2000
10	127943	BHAGWAN SINGH	Cook	10340	2000
11	127947	NAFE SINGH	Masalchi	9820	2000
12	127948	RAM KUMAR	Masalchi	10340	2000
13	127949	P. SUBRAMANIAM	Mate (Kitchen)	9970	2000
14	127950	DAYA DHAR	Mate (Kitchen)	9820	2000
15	127951	KAMLESH	Mate Servant	8180	1900
16	127952	RAJINDER KUMAR I	CSSD Attendant	11830	2400
17	127955	RANI	Nursing Orderly	10190	2000
18	127956	BHOOP SINGH	Nursing Orderly	10190	2000
19	127957	INDER DEV MEHTO	Nursing Orderly	9280	2000
20	127959	BIR VALLABH	Lab Attendant	10340	2000
21	127960	BALDEV RAJ	Nursing Orderly	10340	2000
22	127961	LUCKY GULSHAN	Nursing Orderly	10340	2000
23	127963	KESHO RAM	Nursing Orderly	9470	2000
24	127965	RAMESH PAL	Lab Attendant	11380	2400
25	127966	KOKA	Nursing Orderly	11380	2400
26	127967	OM PARKASH	Nursing Orderly	9980	2000
27	127968	KIRPAL MEHTO	Nursing Orderly	9970	2000
28	127970	KUNDAN LAL	Nursing Orderly	9820	2000
29	127975	ABDUL HAFIZ	Nursing Orderly	8410	1900
30	127976	SAVITAWATI	Nursing Orderly	8410	1900
31	127979	SRI BHAGWAN 0	Nursing Orderly	9820	2000
32	127981	DEEPAK SINGH RANA 0	Nursing Orderly	9820	2000
33	127982	MAHINDER KUMAR II 0	Nursing Orderly	9820	2000
34	127983	DEVENDER PARKASH parkash	Nursing Orderly	9820	2000

35	127985	KRISHAN PAL	Stretcher Bearers	10190	2000
36	127986	SUBHASH CHANDER	Stretcher Bearers	10190	2000
37	127987	DEVI RAM	Stretcher Bearers	10340	2000
38	127988	KELA DEVI 0	Safai Karamachari	9980	2000
39	127990	HARKARAN SINGH	Safai Karamachari	9820	2000
40	127991	RAJ PAL	Safai Karamachari	9820	2000
41	127992	SACHDEV	Safai Karamachari	9460	1900
42	127994	MOTI LAL	Safai Karamachari	10970	2400
43	127995	SURESH	Safai Karamachari	11380	2400
44	127996	SARLA DEVI	Safai Karamachari	10760	2400
45	127997	MOHINDER SINGH	Sanitary Guide	10730	2400
46	127999	RAJ KUMAR	Safai Karamachari	10570	2000
47	128000	RAMESH KUMAR Son Of SIBBA	Safai Karamachari	10340	2000
48	128001	BRIJ MOHAN	Safai Karamachari	10570	2000
49	128002	KUNWAR PAL	Safai Karamachari	10570	2000
50	128003	RAMESH Son of Ghamandi	Safai Karamachari	10570	2000
51	128005	VIJAY SINGH 0	Safai Karamachari	10570	2000
52	128006	RANI SINANDI	Safai Karamachari	10340	2000
53	128007	VIDYA WATI	Safai Karamachari	10190	2000
54	128008	ISHWANTI	Safai Karamachari	9830	2000
55	128010	CHARAN DASS	Safai Karamachari	7990	1800
56	128011	VIJAY KUMAR II	Safai Karamachari	10340	2000
57	128012	MONA DEVI	Safai Karamachari	9980	2000
58	128013	MUNNA LAL	Safai Karamachari	9820	2000
59	128014	JOGINDER PAL	Safai Karamachari	9820	2000
60	128015	MUNSHI LAL	Safai	9600	2000

			Karamachari		
61	128016	JAI NARAIN	Safai Karamachari	8900	1900
62	128017	NANAK CHAND 0	Safai Karamachari	8550	1900
63	128018	SHYAM LAL	Safai Karamachari	8900	1900
64	128019	MADHU BALA	Safai Karamachari	8660	1900
65	128020	BIMLA DEVI I	Safai Karamachari	10190	2000
66	128021	DAYA CHAND	Safai Karamachari	8230	1800
67	132594	Attar Singh	CSSD Attendant	5750	1400
68	135184	Mr. Ajay Kumar	Nursing Orderly	6860	1800
69	132528	Rattan Lal	Safai Karamachari	7740	1800
70	127958	Dal chand	Nursing Orderly	9620	2000
71	128055	Deepak Kr II	Nursing Orderly	6580	1800
72	128056	Mukesh Kr.	Nursing Orderly	6580	1800
73	128057	Rohit Kumar	Nursing Orderly	6580	1800
74	128058	Yogesh	Nursing Orderly	6580	1800
75	128059	Ramakant Yadev	Safai Karamachari	6580	1800
76	128060	Mohan	Safai Karamachari	6840	1800
77	128061	Yakub Ali	Safai Karamachari	6840	1800
78	128062	RAHUL	Chowkidar	7100	1800
79	128063	JAI VIR SINGH	Chowkidar	8180	1900
80	128064	KARAN KUMAR	Chowkidar	8180	1900
81	128065	JAS VEER SINGH	Chowkidar	8180	1900
82	128067	NJAMA HUSSAIN	Nursing Orderly	7650	1800
83	128068	ANIL KUMAR	Nursing Orderly	7650	1800
84	128069	BHARAT SINGH	Nursing Orderly	6580	1800
85	128070	Jai Prakash	Nursing Orderly	6580	1800
86	128071	Pawan Kumar	Nursing Orderly	6580	1800
87	128072	DEV Kr. KALWAR	Nursing Orderly	6580	1800
88	128073	Abhimanyu	Nursing Orderly	6580	1800
89	128075	Sunil Kumar	Nursing Orderly	6580	1800
90	128076	PARVESH	Nursing Orderly	6580	1800
91	128077	JITENDER RANA	Nursing Orderly	6580	1800
92	128078	SATPAL SINGH	Nursing Orderly	6580	1800
93	128079	Mamta	Nursing Orderly	6580	1800
94	128080	Dharamveer	Nursing Orderly	6580	1800
95	128081	Arun Kumar	Nursing Orderly	6580	1800
96	128083	Khem Chand	Nursing Orderly	6580	1800
97	128084	PHOOL JHARI	Safai Karamachari	7650	1800
98	128085	BIMLA II	Safai Karamachari	7650	1800

99	130364	ALKESH	Sweeper	6840	1800
100	133481	Sachin Kumar	Nursing Orderly	4940	1300
101	133482	Nikhil Kumar	Nursing Orderly	6330	1800
102	133483	Anju	Safai Karamachari	6580	1800
103	128090	NARESH Kr. BHATI	Nursing Orderly	6580	1800
104	128091	PREM SING	Nursing Orderly	6580	1800
105	128092	Sandhya	Nursing Orderly	6580	1800
106	128093	Ankur Singh	Nursing Orderly	6580	1800
107	128094	Abhinav	Nursing Orderly	6580	1800
108	128095	ATUL KUMAR	Nursing Orderly	6580	1800
109	128096	DINESH KR.	Nursing Orderly	6580	1800
110	128097	PANKAJ	Nursing Orderly	6580	1800
111	128098	Manish Kr.	Nursing Orderly	6580	1800
112	128099	Renu Gullaiya	Nursing Orderly	6580	1800
113	128100	Harender Prakash	Nursing Orderly	6580	1800
114	128101	VYAS CHAND SHARMA	Nursing Orderly	6580	1800
115	128102	Manoj Kumar Singh	Nursing Orderly	6580	1800
116	128103	Aakash Rathi	Nursing Orderly	6580	1800
117	128104	Naveen Kr.	Nursing Orderly	6580	1800
118	128105	Anil Kr.	Nursing Orderly	6580	1800
119	128106	Nitin Kr.	Nursing Orderly	5580	1300
120	128107	DHARMVEER MEENA	Nursing Orderly	6580	1800
121	128108	Deepak Rohilla	Nursing Orderly	6580	1800
122	128109	Yogesh	Nursing Orderly	6580	1800
123	128110	Ashish rohal	Nursing Orderly	6580	1800

**Department Of Health And Family Welfare  
Govt. of NCT of Delhi**

**Office : Guru Nanak Eye Hospital-200025**

<b>S.No.</b>	<b>Employee Code</b>	<b>User Name</b>	<b>Designation</b>	<b>B.Pay</b>	<b>G.Pay</b>
1	117904	KANTA BATRA	Assistant Nursing Superintendant	24610	6600
2	117908	KEWAL GUPTA	Assistant Nursing Superintendant	24050	6600
3	118593	SHUMTHOT T. LAMKANG	Nursing Sister	17810	4800
4	127823	THRESIAMMA PAUL	Nursing Sister	21610	4800
5	127824	KIRAN SHARMA	Nursing Sister	21610	5400
6	127828	NEELAM SHARMA Sharma	ANS	22570	5400
7	127830	JANAK SUNEJA	Nursing Sister	21610	5400
8	127831	SUNITA SRIVASTAVA	Nursing Sister	21610	5400
9	127832	KUSUM LATA SACHDEVA	Nursing Sister	21610	5400
10	127834	VALSAMMA KURIAKOSE	Nursing Sister	21610	5400
11	127835	MARY THOMAS	Nursing Sister	21610	5400
12	127836	RAJ RANI SHARMA	Nursing Sister	21610	5400
13	127838	PRABHA DEVI	Nursing Sister	21610	5400
14	127839	VANITA SACHDEVA	Nursing Sister	21610	5400
15	127841	ANNEYAMMA JAMES	Nursing Sister	22060	5400
16	127842	INDRA JADU	Nursing Sister	21610	5400
17	127844	JOICE JACOB	Nursing Sister	20700	5400
18	127845	PROMILA	Nursing Sister	20700	5400
19	127851	NEERU DIXON	Staff Nurse	19830	5400
20	127852	HASEENA ALI	Staff Nurse	20260	5400
21	127854	SUNITHA C BABU	Staff Nurse	18620	4800
22	127855	SOSAMMA RAJI	Staff Nurse	18620	4800
23	127856	BEENA JOSEPH	Staff Nurse	18620	4800
24	127857	SIMMI KATHURIA	Staff Nurse	18520	4800
25	127858	RENU WADHWA	Staff Nurse	18520	4800
26	127859	MARGRATE SAMPSON	Staff Nurse	18520	4800
27	127860	KUNJUMOL BIJU	Staff Nurse	18520	4800

28	127861	REETA RANI	Nursing Sister	18520	4800
29	127863	KALPANA BHATI	Staff Nurse	18520	4800
30	127864	ROSILY SUNIL	Staff Nurse	18520	4800
31	127865	LALITA	Staff Nurse	18520	4800
32	127867	JOLLY SAJU	Staff Nurse	18520	4800
33	127868	Ligent Anthony	Staff Nurse	18520	4800
34	127869	RANJANA KUMARI	Staff Nurse	18520	4800
35	127870	SUNITA PRITI SINGH	Staff Nurse	18520	4800
36	127871	SUSAN SUNNY	Staff Nurse	18520	4800
37	127872	CLARIS JACOB	Staff Nurse	18520	4800
38	127873	SHAINY TOMY CYRIAC	Staff Nurse	18520	4800
39	127874	Sabeena BIJJU	Staff Nurse	18520	4800
40	127875	DEEPA STEPHEN	Staff Nurse	18520	4800
41	127876	RAJESHWARI	Staff Nurse	18520	4800
42	127877	CHAITALI	Staff Nurse	18520	4800
43	127878	LOUNI LUCY RAIMAI	Staff Nurse	17810	4600
44	127879	REKHA LYJU	Staff Nurse	17810	4600
45	127880	MANJU T.P.	Staff Nurse	17810	4600
46	127881	NISHA VALSAN	Staff Nurse	17810	4600
47	127882	SUNITA GUPTA	Nursing Sister	21610	5400
48	127884	Vandana Srivastav	Staff Nurse	18510	4800
49	127885	Mrs. Farheen Shakeel khan	Staff Nurse	18520	4800
50	131445	SANTOSH BALA LAMBA	Nursing Sister	21610	5400
51	123189	Rajender Kumar	Staff Nurse	15890	4600
52	128022	Bharti Devi	Staff Nurse	15890	4600
53	128023	Dinesh Kumar kharadi	Staff Nurse	15890	4600
54	128024	RAMESH KUMAR	Staff Nurse	15890	4600
55	128025	ALKA MADHURI TOPPO	Staff Nurse	15890	4600
56	128026	Sunil Kumar Gupta	Staff Nurse	15890	4600
57	128027	GUDIYA NAGAR	Staff Nurse	15890	4600
58	128030	SAJENDRA SINGH YADAV	Staff Nurse	15890	4600
59	128031	POONAM TYAGI	Staff Nurse	15890	4600
60	128032	SARITA CHAUHAN	Staff Nurse	15890	4600
61	128034	POONAM RANI	Staff Nurse	17810	4600
62	128036	Indra Bhandari	Staff Nurse	17810	4600

63	128037	SREENIVAS N.V.	Staff Nurse	17810	4600
64	128038	NISHA BARUN	Staff Nurse	17810	4600
65	128039	LAXMI RANI BARUN	Staff Nurse	17810	4600
66	128040	Sarika johnson	Staff Nurse	17810	4600
67	128041	Prasad Kunti Shivshanker	Staff Nurse	17810	4600
68	128042	MANJEET KAUR	Staff Nurse	17810	4600
69	128043	Naresh Kumar Bayal	Staff Nurse	17810	4600
70	128044	Pooja Kalia	Staff Nurse	17810	4600
71	128045	Anil Kumar Jain Jain	Staff Nurse	15890	4600
72	129768	AJAY SINGH NARUKA	Staff Nurse	15890	4600
73	129788	VERSHA SACHDEVA	Staff Nurse	15890	4600
74	136145	Mrs. UPASANA BISHT	Staff Nurse	14710	4600
75	136146	Mrs. M KAVITHA Kavitha	Staff Nurse	14710	4600
76	136147	Mrs. SANTOSH KUMARI	Staff Nurse	14710	4600
77	136148	Ms. MEIHUANLIU PAMEI	Staff Nurse	14710	4600
78	136149	Mrs. NELSY DANIEL	Staff Nurse	14710	4600
79	136150	Mrs. RUCHI SHARMA	Staff Nurse	14710	4600
80	136151	Mrs. MONA CHAUHAN	Staff Nurse	14710	4600
81	136152	Mrs. ARCHANA RANI	Staff Nurse	14710	4600
82	138834	Mrs. ANITA YADAV	Staff Nurse	14710	4600
83	138835	Mrs. LALITA lalita	Staff Nurse	14710	4600
84	140262	Mrs. DEEPIKA SRIVASTAVA	Staff Nurse	14140	4600
85	149895	Mrs. POOJA RANI	Staff Nurse	13060	4600
86	149899	Mrs. PARVEEN	Staff Nurse	13060	4600
87	149904	Mrs. DOLLY UPPAL	Staff Nurse	13060	4600
88	149905	Mrs. POOJA CHAUDHARY	Staff Nurse	13060	4600
89	149908	Ms. RITU	Staff Nurse	13060	4600
90	149911	Mrs. URMILA	Staff Nurse	13060	4600
91	149912	Mrs. MADHU	Staff Nurse	13060	4600

		SONI			
92	149914	Mrs. VANDNA TANWAR	Staff Nurse	13060	4600
93	149917	Mrs. SUMAN	Staff Nurse	13060	4600
94	149919	Mrs. POONAM RANI	Staff Nurse	13060	4600
95	149921	Mrs. POONAM	Staff Nurse	13060	4600
96	149923	Mrs. ANJU	Staff Nurse	13060	4600
97	149925	Mrs. MANISHA SAINI	Staff Nurse	13060	4600
98	149926	Mrs. KAMALJEET KAUR	Staff Nurse	13060	4600
99	149927	Mrs. SIJI VARGHESE	Staff Nurse	13060	4600
100	149928	Mrs. NATASHA SHARMA	Staff Nurse	13060	4600
101	149929	Mrs. SANDHYA	Staff Nurse	13060	4600
102	149930	Mrs. AMRITHA S GOVIND	Staff Nurse	13060	4600
103	149932	Mrs. NIMMY DOMINIC	Staff Nurse	13060	4600
104	149933	Mrs. ANITA SUDHI	Staff Nurse	13060	4600
105	149968	Mrs. PRIYA	Staff Nurse	13060	4600
106	150099	Mrs. SUNITA KUMARI	Staff Nurse	13060	4600
107	150269	Mrs. NITHYA S	Staff Nurse	13060	4600
108	158461	Mr. HUKUM MEENA	Staff Nurse	12540	4600
109	158680	Mr. NARESH SURELA	Staff Nurse	12540	4600
110	158683	Mr. SANDHYA J MOHAN	Staff Nurse	12540	4600
111	158684	Mrs. POURNIMA PANDHARI RAUT	Staff Nurse	12540	4600
112	158685	Ms. SHELMOINGAM KHALING	Staff Nurse	12540	4600
113	123184	JALIESH JAMES	Staff Nurse	9300	4600
114	123185	Avneesh Kumar meena	Staff Nurse	9300	4600
115	123188	Mahipal Singh Yadav yadav	Staff Nurse	9300	4600
116	128111	Elasamma Antony antony	Staff Nurse	9300	4600



117	129754	RAJINDER KUMAR kumar	Staff Nurse	9300	4600
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**Department Of Health And Family Welfare  
Govt. of NCT of Delhi**

**Office :** Guru Nanak Eye Hospital-2000025

S.No.	Employee code	Employee Name	Designation	Basic pay	Grade pay
1	122009	ASHOK KUMAR	Deputy Medical Superintendent	60780	10000
2	127819	MELTINA SINGH	Deputy Nursing Superintendent	26890	5400
3	141140	Mr. H.P. Meena	Administrative Officer	29120	5400
4	140736	Mr. R. K. Srivastava	Medical Record Officer	19370	4800
5	151518	Mr. S. K. PUROHIT	Office Superintendent	19030	5400
6	147771	Mr. S.K. VERMA	Senior Accounts Officer	27110	5400
7	153062	Mrs. Kanchan Sharma	AAO	10510	4800
8	127821	Nalini Jayaswal	Specialist Grade I	46380	8700
9	127815	Richa Vaishya	Assistant Professor	24610	6600
10	129581	Sh. Satyavan Bhaurya Bhaurya	Sr. P.A.	22850	5400
11	154636	Dr. Anika Gupta	Senior Resident	19510	6600
12	158361	Dr. Annu Joon	Senior Resident	18750	6600
13	154517	Dr. Arushi Garg	Senior Resident	18750	6600
14	147121	Dr. Babita	Senior Resident	20300	6600
15	140117	Dr. MANUDHANE ADITI ABHAY	Senior Resident	20300	6600
16	158631	Dr. Neha Rathie	Senior Resident	18750	6600
17	148509	Dr. Pooja Jain	Senior Resident	19510	6600
18	148532	Dr. Prolima Thacker	Senior Resident	18750	6600
19	154516	Dr. Smriti Nagpal	Senior Resident	18750	6600
20	146686	Dr. Supriya Arora	Senior Resident	20300	6600
21	140119	Dr. Vishal Rajesh Bhambhwani	Senior Resident	20300	6600
22	147545	Dr. Wahaja karim	Senior Resident	20300	6600

23	154640	Dr. Yashpal Goel	Senior Resident	18750	6600
24	158632	Dr. Amit Kumar Chawla	Senior Resident	18750	6600
25	158362	Dr. Mainak Bhattacharyya	Senior Resident	18750	6600
26	158630	Dr. Goray Apurva Mahendra	Senior Resident	18750	6600
27	159340	Dr. Vikas Veerwal	Senior Resident	18750	6600
28	161458	Dr. Bhumika Sharma	Senior Resident	18750	6600
29	147867	Dr. Augustus Vivek Charles	Junior Resident	19670	5400
30	147985	Dr. Richa Agarwal	Junior Resident	19670	5400
31	148068	Dr. Prateeksha Sharma	Junior Resident	19670	5400
32	152847	Dr. Divya Yadav	Junior Resident	19040	5400
33	153204	Dr. Vidula	Junior Resident	19040	5400
34	157406	Dr. DASHPUTRA RADHIKA VISHWAS	Junior Resident	18400	5400
35	158198	Dr. Ekta Garg	Junior Resident	18400	5400
36	118298	RAJNEESH BHAGAT	Pharmacist	20060	4800
37	122037	LAL BAHADUR	OT Technician	10110	2400
38	123740	AVDHESH KUMAR MISHRA	Pharmacist	18610	4800
39	127886	RAJINDER KUMAR	Driver	12880	2800
40	127889	NEELAM	Lab Technician (Gr.III)	16260	4200
41	127892	BRIJESH KUMAR RAJPUT	Assistant Security Officer	16260	4200
42	127893	Smt. Nishi Hustoo	Dietician	22210	4800
43	127894	RAKESH KUMAR	Driver	14420	4200
44	127895	DHARAM VIR	Driver	12880	2800
45	127896	SUNIL KUMAR	Driver	12670	2800
46	127897	RADHEY SHYAM	Driver	9690	2400
47	127898	MAHESH KUMAR	Driver	14470	4200
48	127906	RAM CHARAN SINGH	Lower Divison Clerk	9980	2000
49	127908	NARESH KUMAR	Lower Divison Clerk	10340	2000
50	127909	DEVENDER SINGH	Laboratory Assistant	13420	2800
51	127910	RAM KISHAN	Lab Assistant (Gr.III)	10960	2800
52	127911	Braham Dev Sah	Laboratory Assistant	10960	2800
53	127912	MUKESH	Lab Technician (Gr.III)	16260	4200
54	127914	SAMAR PAL SINGH	OT Asst.	10340	2000
55	127915	KEWALA NAND	OT Asst.	10340	2000
56	127917	PREM SINGH	OT Technician	11300	2800
57	127918	VINOD KUMAR SINGH	OT Technician	11300	2800
58	127925	KAVITA SRIVASTAVA	Technical Assistant (Ophthalmology)	19270	4600
59	127926	ANJU JAIN	Technical Assistant	19270	4600

			(Ophthalmology)		
60	127971	KISHORI LAL	OT Asst.	9970	2000
61	127972	KAILASH KUMAR	OT Asst.	9970	2000
62	127980	DHARAMVIR SINGH II	OT Asst.	9820	2000
63	128086	KRISHAN KUMAR	OT Asst.	10340	2000
64	128088	KISHAN SINGH	OT Asst.	9980	2000
65	128089	SEWA NAND	OT Asst.	9970	2000
66	134321	Mr. Vimal Jain	Statistical Assistant	14670	4200
67	142200	Mr. SOMARAJAN P	LDC (GR.IV)	10340	2000
68	142932	Mr. ISHWAR SINGH	GRADE III DASS	10430	2400
69	143058	Mr. SANJAY KUMAR	Stenographer Grade II	20270	4800
70	143830	Mrs. MAYA DASS	GRADE III DASS	9250	2400
71	144030	Mr. RAM SHARAN	LDC (GR.IV)	9970	2000
72	146279	Mr. SHIV KUMAR	GRADE III DASS	12150	2800
73	150944	DHARAM VEER MALIK	OT Asst.	9600	2000
74	154633	Mr. NAVEEN PATHAK	GRADE III DASS	10650	4200
75	126354	Sachin Pal	Pharmacist	11470	4200
76	128048	Rupesh Raushan	Technical Assistant (Ophthalmology)	10400	2800
77	128051	Varsha Mamgain	Lower Divison Clerk	7930	1900
78	128053	Sanjay Kumar Halder	Pharmacist	11470	4200
79	128054	Rajesh Kumar	Technical Assistant (Contact Lens)	10800	2800
80	136549	Mr. Neeraj Kumar	Technican (Contact Lens)	11010	4200
81	148676	Mr. ANAND SINGH RAWAT	Upper Divison Clerk	11590	2400
82	155419	Mr. AMIT KUMAR	LDC (GR.IV)	7090	1900
83	127933	YOHANAN T	Cook	10340	2000
84	127934	RAMANAND	Chowkidar	10570	2000
85	127935	PARMOD KUMAR	Chowkidar	10340	2000
86	127936	GAGAN DASS	Chowkidar	11380	2400
87	127937	HARI CHAND	Chowkidar	9980	2000
88	127938	NAND LAL MAJHI	Chowkidar	9820	2000
89	127940	NEM BAHADUR	Cook	10570	2000
90	127941	JOGINDER SINGH	Cook	10570	2000
91	127942	SAMUNDER SINGH	Cook	10570	2000
92	127943	BHAGWAN SINGH	Cook	10340	2000
93	127947	NAFE SINGH	Masalchi	9820	2000
94	127948	RAM KUMAR	Masalchi	10340	2000
95	127949	P. SUBRAMANIAM	Mate (Kitchen)	9970	2000
96	127950	DAYA DHAR	Mate (Kitchen)	9820	2000
97	127951	KAMLESH	Mate Servant	8180	1900
98	127952	RAJINDER KUMAR I	CSSD	11830	2400

			Attendant		
99	127955	RANI	Nursing Orderly	10190	2000
100	127956	BHOOP SINGH	Nursing Orderly	10190	2000
101	127957	INDER DEV MEHTO	Nursing Orderly	9280	2000
102	127959	BIR VALLABH	Lab Attendant	10340	2000
103	127960	BALDEV RAJ	Nursing Orderly	10340	2000
104	127961	LUCKY GULSHAN	Nursing Orderly	10340	2000
105	127963	KESHO RAM	Nursing Orderly	9470	2000
106	127965	RAMESH PAL	Lab Attendant	11380	2400
107	127966	KOKA	Nursing Orderly	11380	2400
108	127967	OM PARKASH	Nursing Orderly	9980	2000
109	127968	KIRPAL MEHTO	Nursing Orderly	9970	2000
110	127970	KUNDAN LAL	Nursing Orderly	9820	2000
111	127975	ABDUL HAFIZ	Nursing Orderly	8410	1900
112	127976	SAVITAWATI	Nursing Orderly	8410	1900
113	127979	SRI BHAGWAN O	Nursing Orderly	9820	2000
114	127981	DEEPAK SINGH RANA O	Nursing Orderly	9820	2000
115	127982	MAHINDER KUMAR II O	Nursing Orderly	9820	2000
116	127983	DEVENDER PARKASH parkash	Nursing Orderly	9820	2000
117	127985	KRISHAN PAL	Stretcher Bearers	10190	2000
118	127986	SUBHASH CHANDER	Stretcher Bearers	10190	2000
119	127987	DEVI RAM	Stretcher Bearers	10340	2000
120	127988	KELA DEVI O	Safai Karamachari	9980	2000
121	127990	HARKARAN SINGH	Safai Karamachari	9820	2000
122	127991	RAJ PAL	Safai Karamachari	9820	2000
123	127992	SACHDEV	Safai Karamachari	9460	1900
124	127994	MOTI LAL	Safai	10970	2400

			Karamachari		
125	127995	SURESH	Safai Karamachari	11380	2400
126	127996	SARLA DEVI	Safai Karamachari	10760	2400
127	127997	MOHINDER SINGH	Sanitary Guide	10730	2400
128	127999	RAJ KUMAR	Safai Karamachari	10570	2000
129	128000	RAMESH KUMAR Son Of SIBBA	Safai Karamachari	10340	2000
130	128001	BRIJ MOHAN	Safai Karamachari	10570	2000
131	128002	KUNWAR PAL	Safai Karamachari	10570	2000
132	128003	RAMESH Son of Ghamandi	Safai Karamachari	10570	2000
133	128005	VIJAY SINGH 0	Safai Karamachari	10570	2000
134	128006	RANI SINANDI	Safai Karamachari	10340	2000
135	128007	VIDYA WATI	Safai Karamachari	10190	2000
136	128008	ISHWANTI	Safai Karamachari	9830	2000
137	128010	CHARAN DASS	Safai Karamachari	7990	1800
138	128011	VIJAY KUMAR II	Safai Karamachari	10340	2000
139	128012	MONA DEVI	Safai Karamachari	9980	2000
140	128013	MUNNA LAL	Safai Karamachari	9820	2000
141	128014	JOGINDER PAL	Safai Karamachari	9820	2000
142	128015	MUNSHI LAL	Safai Karamachari	9600	2000
143	128016	JAI NARAIN	Safai Karamachari	8900	1900
144	128017	NANAK CHAND 0	Safai Karamachari	8550	1900
145	128018	SHYAM LAL	Safai Karamachari	8900	1900
146	128019	MADHU BALA	Safai Karamachari	8660	1900
147	128020	BIMLA DEVI I	Safai Karamachari	10190	2000
148	128021	DAYA CHAND	Safai Karamachari	8230	1800
149	132594	Attar Singh	CSSD Attendant	5750	1400

150	135184	Mr. Ajay Kumar	Nursing Orderly	6860	1800
151	132528	Rattan Lal	Safai Karamachari	7740	1800
152	127958	Dal chand	Nursing Orderly	9620	2000
153	128055	Deepak Kr II	Nursing Orderly	6580	1800
154	128056	Mukesh Kr.	Nursing Orderly	6580	1800
155	128057	Rohit Kumar	Nursing Orderly	6580	1800
156	128058	Yogesh	Nursing Orderly	6580	1800
157	128059	Ramakant Yadev	Safai Karamachari	6580	1800
158	128060	Mohan	Safai Karamachari	6840	1800
159	128061	Yakub Ali	Safai Karamachari	6840	1800
160	128062	RAHUL	Chowkidar	7100	1800
161	128063	JAI VIR SINGH	Chowkidar	8180	1900
162	128064	KARAN KUMAR	Chowkidar	8180	1900
163	128065	JAS VEER SINGH	Chowkidar	8180	1900
164	128067	NJAMA HUSSAIN	Nursing Orderly	7650	1800
165	128068	ANIL KUMAR	Nursing Orderly	7650	1800
166	128069	BHARAT SINGH	Nursing Orderly	6580	1800
167	128070	Jai Prakash	Nursing Orderly	6580	1800
168	128071	Pawan Kumar	Nursing Orderly	6580	1800
169	128072	DEV Kr. KALWAR	Nursing Orderly	6580	1800
170	128073	Abhimanyu	Nursing Orderly	6580	1800
171	128075	Sunil Kumar	Nursing Orderly	6580	1800
172	128076	PARVESH	Nursing Orderly	6580	1800
173	128077	JITENDER RANA	Nursing Orderly	6580	1800
174	128078	SATPAL SINGH	Nursing Orderly	6580	1800
175	128079	Mamta	Nursing Orderly	6580	1800
176	128080	Dharamveer	Nursing Orderly	6580	1800
177	128081	Arun Kumar	Nursing Orderly	6580	1800
178	128083	Khem Chand	Nursing Orderly	6580	1800
179	128084	PHOOL JHARI	Safai Karamachari	7650	1800
180	128085	BIMLA II	Safai Karamachari	7650	1800
181	130364	ALKESH	Sweeper	6840	1800
182	133481	Sachin Kumar	Nursing Orderly	4940	1300
183	133482	Nikhil Kumar	Nursing Orderly	6330	1800
184	133483	Anju	Safai Karamachari	6580	1800
185	128090	NARESH Kr. BHATI	Nursing Orderly	6580	1800
186	128091	PREM SING	Nursing Orderly	6580	1800
187	128092	Sandhya	Nursing Orderly	6580	1800
188	128093	Ankur Singh	Nursing Orderly	6580	1800
189	128094	Abhinav	Nursing Orderly	6580	1800
190	128095	ATUL KUMAR	Nursing Orderly	6580	1800

191	128096	DINESH KR.	Nursing Orderly	6580	1800
192	128097	PANKAJ	Nursing Orderly	6580	1800
193	128098	Manish Kr.	Nursing Orderly	6580	1800
194	128099	Renu Gullaiya	Nursing Orderly	6580	1800
195	128100	Harender Prakash	Nursing Orderly	6580	1800
196	128101	VYAS CHAND SHARMA	Nursing Orderly	6580	1800
197	128102	Manoj Kumar Singh	Nursing Orderly	6580	1800
198	128103	Aakash Rathi	Nursing Orderly	6580	1800
199	128104	Naveen Kr.	Nursing Orderly	6580	1800
200	128105	Anil Kr.	Nursing Orderly	6580	1800
201	128106	Nitin Kr.	Nursing Orderly	5580	1300
202	128107	DHARMVEER MEENA	Nursing Orderly	6580	1800
203	128108	Deepak Rohilla	Nursing Orderly	6580	1800
204	128109	Yogesh	Nursing Orderly	6580	1800
205	128110	Ashish rohal	Nursing Orderly	6580	1800
206	117904	KANTA BATRA	Assistant Nursing Superintendant	24610	6600
207	117908	KEWAL GUPTA	Assistant Nursing Superintendant	24050	6600
208	118593	SHUMTHOT T. LAMKANG	Nursing Sister	17810	4800
209	127823	THRESIAMMA PAUL	Nursing Sister	21610	4800
210	127824	KIRAN SHARMA	Nursing Sister	21610	5400
211	127828	NEELAM SHARMA Sharma	ANS	22570	5400
212	127830	JANAK SUNEJA	Nursing Sister	21610	5400
213	127831	SUNITA SRIVASTAVA	Nursing Sister	21610	5400
214	127832	KUSUM LATA SACHDEVA	Nursing Sister	21610	5400
215	127834	VALSAMMA KURIAKOSE	Nursing Sister	21610	5400
216	127835	MARY THOMAS	Nursing Sister	21610	5400
217	127836	RAJ RANI SHARMA	Nursing Sister	21610	5400
218	127838	PRABHA DEVI	Nursing Sister	21610	5400
219	127839	VANITA SACHDEVA	Nursing Sister	21610	5400
220	127841	ANNEYAMMA JAMES	Nursing Sister	22060	5400
221	127842	INDRA JADU	Nursing Sister	21610	5400
222	127844	JOICE JACOB	Nursing Sister	20700	5400
223	127845	PROMILA	Nursing Sister	20700	5400
224	127851	NEERU DIXON	Staff Nurse	19830	5400
225	127852	HASEENA ALI	Staff Nurse	20260	5400
226	127854	SUNITHA C BABU	Staff Nurse	18620	4800
227	127855	SOSAMMA RAJI	Staff Nurse	18620	4800

228	127856	BEENA JOSEPH	Staff Nurse	18620	4800
229	127857	SIMMI KATHURIA	Staff Nurse	18520	4800
230	127858	RENU WADHWA	Staff Nurse	18520	4800
231	127859	MARGRATE SAMPSON	Staff Nurse	18520	4800
232	127860	KUNJUMOL BIJU	Staff Nurse	18520	4800
233	127861	REETA RANI	Nursing Sister	18520	4800
234	127863	KALPANA BHATI	Staff Nurse	18520	4800
235	127864	ROSILY SUNIL	Staff Nurse	18520	4800
236	127865	LALITA	Staff Nurse	18520	4800
237	127867	JOLLY SAJU	Staff Nurse	18520	4800
238	127868	Ligent Anthony	Staff Nurse	18520	4800
239	127869	RANJANA KUMARI	Staff Nurse	18520	4800
240	127870	SUNITA PRITI SINGH	Staff Nurse	18520	4800
241	127871	SUSAN SUNNY	Staff Nurse	18520	4800
242	127872	CLARIS JACOB	Staff Nurse	18520	4800
243	127873	SHAINY TOMY CYRIAC	Staff Nurse	18520	4800
244	127874	Sabeena BIJJU	Staff Nurse	18520	4800
245	127875	DEEPA STEPHEN	Staff Nurse	18520	4800
246	127876	RAJESHWARI	Staff Nurse	18520	4800
247	127877	CHAITALI	Staff Nurse	18520	4800
248	127878	LOUNI LUCY RAIMAI	Staff Nurse	17810	4600
249	127879	REKHA LYJU	Staff Nurse	17810	4600
250	127880	MANJU T.P.	Staff Nurse	17810	4600
251	127881	NISHA VALSAN	Staff Nurse	17810	4600
252	127882	SUNITA GUPTA	Nursing Sister	21610	5400
253	127884	Vandana Srivastav	Staff Nurse	18510	4800
254	127885	Mrs. Farheen Shakeel khan	Staff Nurse	18520	4800
255	131445	SANTOSH BALA LAMBA	Nursing Sister	21610	5400
256	123189	Rajender Kumar	Staff Nurse	15890	4600
257	128022	Bharti Devi	Staff Nurse	15890	4600
258	128023	Dinesh Kumar kharadi	Staff Nurse	15890	4600
259	128024	RAMESH KUMAR	Staff Nurse	15890	4600
260	128025	ALKA MADHURI TOPPO	Staff Nurse	15890	4600
261	128026	Sunil Kumar Gupta	Staff Nurse	15890	4600
262	128027	GUDIYA NAGAR	Staff Nurse	15890	4600
263	128030	SAJENDRA SINGH YADAV	Staff Nurse	15890	4600
264	128031	POONAM TYAGI	Staff Nurse	15890	4600
265	128032	SARITA CHAUHAN	Staff Nurse	15890	4600
266	128034	POONAM RANI	Staff Nurse	17810	4600
267	128036	Indra Bhandari	Staff Nurse	17810	4600
268	128037	SREENIVAS N.V.	Staff Nurse	17810	4600



269	128038	NISHA BARUN	Staff Nurse	17810	4600
270	128039	LAXMI RANI BARUN	Staff Nurse	17810	4600
271	128040	Sarika johnson	Staff Nurse	17810	4600
272	128041	Prasad Kunti Shivshanker	Staff Nurse	17810	4600
273	128042	MANJEET KAUR	Staff Nurse	17810	4600
274	128043	Naresh Kumar Bayal	Staff Nurse	17810	4600
275	128044	Pooja Kalia	Staff Nurse	17810	4600
276	128045	Anil Kumar Jain Jain	Staff Nurse	15890	4600
277	129768	AJAY SINGH NARUKA	Staff Nurse	15890	4600
278	129788	VERSHA SACHDEVA	Staff Nurse	15890	4600
279	136145	Mrs. UPASANA BISHT	Staff Nurse	14710	4600
280	136146	Mrs. M KAVITHA	Staff Nurse	14710	4600
281	136147	Mrs. SANTOSH KUMARI	Staff Nurse	14710	4600
282	136148	Ms. MEIHUANLIU PAMEI	Staff Nurse	14710	4600
283	136149	Mrs. NELSY DANIEL	Staff Nurse	14710	4600
284	136150	Mrs. RUCHI SHARMA	Staff Nurse	14710	4600
285	136151	Mrs. MONA CHAUHAN	Staff Nurse	14710	4600
286	136152	Mrs. ARCHANA RANI	Staff Nurse	14710	4600
287	138834	Mrs. ANITA YADAV	Staff Nurse	14710	4600
288	138835	Mrs. LALITA lalita	Staff Nurse	14710	4600
289	140262	Mrs. DEEPIKA SRIVASTAVA	Staff Nurse	14140	4600
290	149895	Mrs. POOJA RANI	Staff Nurse	13060	4600
291	149899	Mrs. PARVEEN	Staff Nurse	13060	4600
292	149904	Mrs. DOLLY UPPAL	Staff Nurse	13060	4600
293	149905	Mrs. POOJA CHAUDHARY	Staff Nurse	13060	4600
294	149908	Ms. RITU	Staff Nurse	13060	4600
295	149911	Mrs. URMILA	Staff Nurse	13060	4600
296	149912	Mrs. MADHU SONI	Staff Nurse	13060	4600
297	149914	Mrs. VANDNA TANWAR	Staff Nurse	13060	4600
298	149917	Mrs. SUMAN	Staff Nurse	13060	4600
299	149919	Mrs. POONAM RANI	Staff Nurse	13060	4600
300	149921	Mrs. POONAM	Staff Nurse	13060	4600
301	149923	Mrs. ANJU	Staff Nurse	13060	4600
302	149925	Mrs. MANISHA SAINI	Staff Nurse	13060	4600
303	149926	Mrs. KAMALJEET KAUR	Staff Nurse	13060	4600
304	149927	Mrs. SIJI VARGHESE	Staff Nurse	13060	4600
305	149928	Mrs. NATASHA SHARMA	Staff Nurse	13060	4600

306	149929	Mrs. SANDHYA	Staff Nurse	13060	4600
307	149930	Mrs. AMRITHA S GOVIND	Staff Nurse	13060	4600
308	149932	Mrs. NIMMY DOMINIC	Staff Nurse	13060	4600
309	149933	Mrs. ANITA SUDHI	Staff Nurse	13060	4600
310	149968	Mrs. PRIYA	Staff Nurse	13060	4600
311	150099	Mrs. SUNITA KUMARI	Staff Nurse	13060	4600
312	150269	Mrs. NITHYA S	Staff Nurse	13060	4600
313	158461	Mr. HUKUM MEENA	Staff Nurse	12540	4600
314	158680	Mr. NARESH SURELA	Staff Nurse	12540	4600
315	158683	Mr. SANDHYA J MOHAN	Staff Nurse	12540	4600
316	158684	Mrs. POURNIMA PANDHARI RAUT	Staff Nurse	12540	4600
317	158685	Ms. SHELMOINGAM KHALING	Staff Nurse	12540	4600
318	123184	JALIESH JAMES	Staff Nurse	9300	4600
319	123185	Avneesh Kumar meena	Staff Nurse	9300	4600
320	123188	Mahipal Singh Yadav yadav	Staff Nurse	9300	4600
321	128111	Elasamma Antony antony	Staff Nurse	9300	4600
322	129754	RAJINDER KUMAR kumar	Staff Nurse	9300	4600

Manual -11

Section 4(1)(b)(xi)

**Details of Sub Head-wise Expenditure (Non-Plan) for the year 2016-17**

Name of the Hospital/Institution:- **GURU NANAK EYE CENTRE**

**(Non-Plan)**

**(Rs. In lakhs)**

<b>S.No.</b>	<b>Sub-Heads</b>	<b>Regular Budget 2016-17</b>	<b>Expenditure upto April 2016</b>	<b>Expenditure upto 05/05/2016</b>
<b>1</b>	<b>Salaries</b>	<b>2640.00</b>	<b>311.54</b>	<b>318.14</b>
<b>2</b>	<b>OTA</b>	<b>0.20</b>	<b>0.00</b>	<b>0.00</b>
<b>3</b>	<b>Medical Treatment</b>	<b>15.00</b>	<b>0.23</b>	<b>0.41</b>
<b>4</b>	<b>Domestic Travel Exp.</b>	<b>0.80</b>	<b>0.00</b>	<b>0.00</b>
<b>5</b>	<b>Office Exp.</b>	<b>220.00</b>	<b>16.66</b>	<b>17.08</b>
<b>6</b>	<b>Advt. &amp; Publicity</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>7</b>	<b>Supplies &amp; Material</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>8</b>	<b>Other Charges</b>	<b>55.00</b>	<b>0.00</b>	<b>0.74</b>
<b>9</b>	<b>Machinery &amp; Equipments</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total</b>	<b>2931.00</b>	<b>328.43</b>	<b>336.37</b>

**Details of Sub Head-wise Expenditure (Plan) for the year 2016-17**

Name of the Hospital/Institution:- **GURU NANAK EYE CENTRE**

**(PLAN)**

<b>S. No.</b>	<b>Sub-Heads</b>	<b>Regular Budget 2016-17</b>	<b>Expenditure upto April 2016</b>	<b>Expenditure upto 05/05/2016</b>
<b>1</b>	<b>Salaries</b>	<b>133.00</b>	<b>10.36</b>	<b>10.53</b>
<b>2</b>	<b>OTA</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>3</b>	<b>Medical Treatment</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>4</b>	<b>Domestic Travel Exp.</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>5</b>	<b>Office Exp.</b>	<b>117.00</b>	<b>0.00</b>	<b>1.65</b>
<b>6</b>	<b>Supplies &amp; Material</b>	<b>75.00</b>	<b>0.21</b>	<b>0.21</b>
<b>7</b>	<b>Other Charges</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>8.</b>	<b>Machinery &amp; Equipments- (Capital)</b>	<b>200.00</b>	<b>0.64</b>	<b>0.64</b>
<b>8</b>	<b>Expdr. on Construction of building for hospital (PWD)</b>	<b>300.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total</b>	<b>825.00</b>	<b>11.21</b>	<b>13.03</b>

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Section 4(1)(b)(xiii)

The manner of execution of subsidy program

List of institutions given subsidy

S.No	Name and address of institution	Purpose for which subsidy given	No. Of beneficiaries	Amount of subsidy	Previous year utility progress	Previous year achievement

List of individuals given subsidy

S.No	Name and address of beneficiary	Purpose for which subsidy provided	Amount of subsidy	Scheme and criterion for selection	No. Of time subsidy given in the past with purpose

Details of scheme under which subsidies are granted should be given

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Section 4(1)(b)(xiii)

Particulars of concessions, permits or authorization granted by it;

No concession, permit or authorization granted.

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Section 4(1)(b)(xiv)

Information available in an electronic form

S. No.	Activities for which electronic data available	Nature of information available	Can it be shared with public	Is it available on website or being kept as back end data base
1.	Webpage of the hospital	Facilities provided by hospital in brief	Yes	Available on website
2.	List of employees	List with designation	Yes	Used as back end data & on website
3.	Salary of employees	List with PB and pay scale	Yes	Used as back end data & on website
4.	Budget of the hospital	On internet	Yes	Used as back end data & on website
5.	Tenders	Name of tender with opening and closing date	Yes	Available on website
6.	Citizen charter	Details of the hospital	Yes	Available on website
7.	Orders of creation of posts of the hospital	On internet	No	Used as back end data
8.	Vacancy position of the post	On internet	Yes	Used as back end data
9.	Receiving of information from public on email	Any communication	<a href="mailto:gneccdir@gmail.com">gneccdir@gmail.com</a>	Available on website

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Section 4(1)(b)(xv)

The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use

No such facilities are available

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Section 4(1)(b)(xvi)

Names, designation and other particulars of public information

Particulars of PIO's

S. No.	Name and designation	Address	Telephone	Demarcation of area/activities, if more than one PIO is there
1	Dr. Ashok Kumar DMS/HOO	Room No. 61 Admin Block	011-23231955	Not applicable

Assistant Public information Officer

S. No.	Name and designation	Address	Telephone	Demarcation of area/activities, if more than one PIO is there
1	Sh. H.P. Meena	Room No. 62 Admin Block	011-23234075	Not applicable

First appellate authority

S. No.	Name and designation	Address	Telephone	Demarcation of area/activities, if more than one PIO is there
1	Dr. Kamlesh Director	Room No. 55 Admin Block	011-23236931 <a href="mailto:gnekdir@gmail.com">gnekdir@gmail.com</a>	Not applicable