



**SANJAY GANDHI POSTGRADUATE INSTITUTE OF MEDICAL
SCIENCES, RAE BARELI ROAD,
LUCKNOW- 226014**

OFFICE OF THE DIRECTOR

Phone: 0522-253032, 0522-253031

PGI/DIR/DC/1449/2019


Date: 03.08.2019
Office order/Dir camp
RSD no. 1485/13

Office Order

In compliance of the order no. E-5263/GS, dated July 27th 2019 passed by Hon'ble Visitor, regarding Powers & Duties of Medical Superintendent (M.S.), it is hereby ordered that Dr AK Bhatt would continue to perform the duties & functions of Medical Superintendent as he was performing prior to going to deputation. Powers & Duties of Medical Superintendent will be as follows:-


1. M.S. shall be responsible of hospital administration and shall function under the control and supervision of Chief Medical Superintendent.
2. M.S. shall subject to the control of the Director, have the following powers and perform the following functions
 - i. M.S. shall be responsible for maintenance and upkeep of the hospital under supervision of Chief Medical Superintendent.
 - ii. M.S. shall be responsible for maintaining performance and discipline of hospital employees, such as nurses, technicians and all other categories of hospital staff.
 - iii. M.S. shall be responsible for patient related activities such as dietary services, patient welfare, billing and accounts etc.
 - iv. The establishment of para-medical staff will be looked after by the Medical Superintendent.

All files and proposals to be submitted before the Director shall be routed through Chief Medical Superintendent.


(Prof Rakesh Kapoor)
Director

Copy for information to:

1. Additional Director
2. Dr AK Bhatt, Medical Suptd.
3. Prof Amit Agarwal, CMS
4. Dean/ER/FO
5. JD(MM)/JD(A)/FI(Eng)/EE(C)
6. Chief AO/ Sr AO/AO
7. All HODs
8. I/C, Apex Trauma Center
9. I/C Server to upload the office order on Institute Website.
10. Office Order file


(Prof Rakesh Kapoor)
Director

JOINT DIRECTOR
(ADMIN) CAMP
S.G.P.G.I.M.S. LKO
Date: 03/08/19

RA
7/8/19