

**HEALTH CENTRE
RAJIV GANDHI UNIVERSITY
RONO HILLS : DOIMUKH**

HC/MCL/RGU/2018/09

Dated the 9th May'2019

NOTIFICATION

In spite of earlier notification (HC/MCL/RGU/2018/08 dated the 10 October 2018) regarding medical treatment and re-imburement it is observed that many teaching and non-teaching staff of Rajiv Gandhi University are not adhering to the established procedure of University and Medical Attendance Rule.

While university administration is fully committed towards the welfare of the employees, the rules governing the medical re-imburement have to be strictly adhered to.

Therefore, it is hereby once again notified to all the regular employees that prior administrative approval is to be obtained for medical re-imburement.

This is issued with the approval of Hon'ble Vice Chancellor.

Sd/-
Registrar

Copy to:

1. PS to Vice-Chancellor for kind information, please.
2. PS to Registrar for kind information, please.
3. PS to Finance Officer for kind information, please.
4. PS to Controiler of Examination for kind information, please.
5. All Deans for information & wide circulation, please.
6. All Heads of Department for information & wide circulation, please.
7. All Directors for information & wide circulation, please.
8. The Librarian for information & wide circulation, please.
9. The Joint Registrar (Computer Centre) for information & wide circulation, please.
10. The Joint Registrar (Examinations & Registration/Academic & Conference) for information & wide circulation, please.
11. The Deputy Registrar (Estt./Admin/Project Cell/finance) for information and necessary action.
12. The Executive Engineer (Civil) for information & wide circulation, please.
13. The Assistant Director of Physical Education for information & wide circulation, please.
14. The Assistant Librarian for information & wide circulation, please.
15. The Assistant Engineer (Civil & Electrical) for information & wide circulation, please.
16. The Assistant Registrar (Audit & Accounts/Bill & DDO/Exams) for information and necessary action please.
17. The Assistant Registrar (Academic/Exams) for information & wide circulation, please.
18. The Senior Security Officer for information & wide circulation, please.
19. The System Analyst (Computer Centre) for information & wide circulation, please.
20. All Section Officer's for information & wide circulation, please.
21. The Estate Officer for information & wide circulation, please.
22. Office copy.

Akin Tana Tara
17/5/2019
Dr. Akin Tana Tara
Senior Medical Officer i/c