



JAMIA HAMDARD

(Deemed to be University)
Accredited by NAAC in 'A' Category

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NEW DELHI - 110062

F.No.JH/RO/HIMSR/Estab/ICOR/16

Dated: 24th January 2024

OFFICE ORDER

Sub.: Engagement/extension of tenure of contractual non-teaching staff posted at HIMSR/HAH Centenary Hospital, Jamia Hamdard, New Delhi – reg.

This is in continuation to the Office Order No. JH/RO/HIMSR/Estab/ICOR/13 dated 22-01-2024 regarding extension of contractual tenure of teaching staff posted at HIMSR/HAHCH, JH, it is notified that all contractual non-teaching employees posted at HIMSR/HAHCH, JH as on date are taken on the rolls of the Establishment section of Jamia Hamdard with immediate effect on the existing terms & conditions. Individual orders shall be issued separately by the Establishment Section, Jamia Hamdard.

2. Their salary for the month of January 2024 onwards shall be payable from the Jamia Hamdard.
3. Henceforth all the regular/contractual/daily wagers non-teaching staff shall report to the Prof. Khaja Naseeruddin, Dean/Principal-Hamdard Institute of Medical Sciences & Research (HIMSR) through their respective reporting officers. Deviations, if any shall be viewed seriously and their services are liable to be terminated without any notice.
4. These orders shall not be applicable to those contractual non-teaching engagements done by Hamdard Education Society (HES).
5. These orders shall also not applicable to those engagements which were done on or after 03rd January, 2024. Henceforth, all types of engagements of teaching & non-teaching staff shall be done only with the approval of the University Authorities and no appointments of any kinds be done at the HIMSR/HAHCH level.
6. The matter shall be reported to the Executive Council of the Jamia Hamdard in the next meeting.

Authority: Vice-Chancellor's approval dated 23-01-2024.


(Dr. M. A. Sikandar)
Registrar

Copy to:

1. Dean/Principal, HIMSR, Jamia Hamdard, New Delhi
2. Medical Supdt. /Addl. Medical Supdt. , HAHCH, Jamia Hamdard, New Delhi
3. Finance Officer/ Advisor (Finance) – for taking necessary action.
4. Controller of Examinations & OSD (HIMSR)
5. University Website through HAH CIT – for email to all HODs of HIMSR, JH – for the information of employees concerned.
6. Secretary to VC/ Deputy Registrar/ AR Estab./ AR (Acad.)/ AR (Gen. Admin.)/PA to Registrar/Guard File