

**OFFICE OF THE DIRECTOR OF MEDICAL EDUCATION , A.P., HYDERABAD**

Rc. No. Spl/SR/DME/2014

Dated 20.3.2014

Sub:- DME- Andhra Pradesh Reorganisation Act 2014 – Preparatory Works for Establishment of the Government of Telangana and Government of Andhra Pradesh on the Appointed Day, June 2, 2014 – Preparatory Activities - Operational Guidelines – Issued – Requested for information – Reg.

Ref- 1. Circular memo no. 7164/sr/a1/2014 dated : 12-03-2014 from general Administration (SR) Department  
 2. This office letter dated.19.03.2014  
 3. G.O.Ms.No.65, Fin (SMPC) Dept. Dated.19.03.2014.

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The attention of the Head of Institutions under the control of Director of Medical Education, A.P., Hyderabad is invited to the reference cited and they are requested to submit the Data as requested by the G.O. vide reference 3<sup>rd</sup> cited in Excel format (file) only to Email ID dmegoap@yahoo.co.in and hard copy by 25.3.2013 in the below proformas.

ANNEXURE – I , IA , I B , & IC

**ANNEXURE – I**

Name of the institution :-

Name of the post :-

Whether it is  
 institutional or District /Zonal / Multi Zonal / State

Sanctioned  
 Strength :

G.O.No.s  
 With Copies

S.No.	Name of Employee	Employee ID	Regular	On deputation with relevant Order	On contract with relevant order	On outsourcing with relevant order	RE – Employment after retirement with relevant order
1	2	3	4	5	6	7	8

**ANNEXURE – IA (Employees who are on U/A or U/S or on Leave)**

S.No.	Name of Employee	Employee ID	On sanctioned leave	Name of Employee on Unauthorised Since	Name of employee under suspension since	Remarks
1	2	3	4	5	6	7

**ANNEXURE – IB (Employees who are on Foreign deputation)**

S.No.	Name of Employee who is on foreign deputation who is working against sanctioned strength – Since	Employee ID	Name of employee who has gone on foreign deputation – Since	Remarks
1	2	3	4	5

**ANNEXURE – IC**

S.No.	Vacancies
1	2

D.D.O Must include the names of all employees who are on deputation or on work permit working else where for whom he/she is drawing Salary. All the Principals are requested to collect the date pertaining to RHC under their respective Medical Colleges and submit in the above proforma.

This may be treated as Most Urgent

**Director of Medical Education**

To

All the intuitions under the control of Director of Medical Education, A.P., Hyderabad.

Copy to Sri. J. Venkataiah, A.O - to collect the information of Warangal and RIMS, Adilabad , Nizamabad.

Copy to Sri. V Srihari Rao, A.O & Sri. T Rajesham, AO - to collect the information of Twin cities

Copy to Sri. K.Srinivasa Rao , A.O - to collect the information of AMC, Vizag and RIMS, Srikakulam

Copy to Sri. K.Jacob, A.O - to collect the information of Guntur, Vijayawada and Kakinada

Copy to Sri. G Raghavendra Rao , A.O - to collect the information of Tirupati and RIMS, Kadapa, All Nursing Colleges

Copy to Sri. B Ramesh, A.O - to collect the information of Kurnool and RIMS, Ongole, Ananthapur, Nellore.

Copy to CIO with a request to place the same in the DME official website immediately.