

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

Rc.No.Spl/DME/2013

Dated.27.03.2014.

**SUB:-** DME - Monthly Review meeting with DDOs on 03.04.2014 -  
Submission of Reports - Reg.

**REF:-** 1) DME reference No.Spl/SR/DME/2014, Dt.19.03.2014.  
2) DME reference No.Spl/SR/DME/2014, Dt.20.03.2014.  
3) Circular Memo No.7164/SR/A1/2014, Dt.12.03.2014.  
4) G.O.Ms.No.65,Fin (SMPC) Dated.19.03.2014.

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The attention of the Head of Institutions under the control of Director of Medical Education is invited to the reference cited and they are requested to send their DDO's to DME Office on 03.04.2014 at 11.00 am.

The Principals of Medical Colleges, Director of RIMS Medical Colleges are requested to inform the same to all the institutions under their control in their city (including Nursing Colleges).

The DDO's should bring the following data in excel format only (Soft Copy + Hard Copy).

- 1) Proformas sent in the reference 1<sup>st</sup> cited (Annexure F)
- 2) Proformas sent in the 2<sup>nd</sup> cited.
- 3) Immovable Assets data in (Annexure - E).
- 4) Court cases information (Annexure - H)
- 5) A Brief Note on the institution (should contain when it has been established, Total area seats, Staff etc.)

As, this is a time bound task the Head of Office should take personal interest and see that the DDO brings the above information without fail.

Any deviation in this regard is viewed seriously.

Director of Medical Education.

To

All the Heads of Institutions under the control of DME.

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 above in the website as well as send the same to the institutions through E-mail.