



BABA FARID UNIVERSITY OF HEALTH SCIENCES, FARIDKOT

(Established by Govt. of Punjab vide Punjab Act No 18 of 1998)

No:- BFUHS/UPFD/2015/.....

Date:- _____

Office Order

Subject:- Regarding Grievances resolving and Development Committee.

In compliance to the valuable orders of the worthy Vice Chancellor, the Grievances Resolving & Development Committee, under the Chairmanship of the Worthy Vice Chancellor is hereby constituted, consisting of the following officers:-

- 01 Registrar, BFUHS, Faridkot.
- 02 Dean, College Development
- 03 Joint Registrar (Admission/ Registration/ Migration)
- 04 Finance Officer
- 05 Secretary to Vice Chancellor
- 06 Controller of Examinations
- 07 Law Officers of the University and GGS Medical College & Hospital, Faridkot.
- 08 All the Principals, Officiating Principals, Medical Superintendents, Deputy Medical Superintendents, Directors, Joint Directors, Heads, Senior Medical Officers of all the Constituent Colleges/ Hospitals/ Centers & Institutes of the University.
- 09 All Deputy Registrars, Assistant Registrars, Superintendents (Grade I/II), Personal Assistants of the University Offices as well as its constituent Colleges/ Hospitals/ Centres & Institutes of the University.
- 10 Audit Officer, University Procurement & Facility Department.
- 11 Security Officer

That the meeting of the said committee will be held on monthly basis, preferably on the 1st Monday of each Month at 11.00 a.m., sharp, in the Committee room of the Vice Chancellor Office. If the first Monday of the month is declared as Govt. Holiday then the same Meeting will be held on next working day, However, the time and venue of the meeting will remain same.

That the meeting will consist two parts, the details of the same is as under:-

- Part- 01:- Problems and Grievances of the Staff Members, Service Matters and other related issues.
Part- 02:- Plans for the Development of the University i.e. enhancement of University Income, Development matters and reduction of General Expenditure.

Sh. Amit Chauhan, Personal Assistant will prepare the Minutes of Meeting and other related duties related to all the Meetings of the committee.

Sh. Kartar Singh, Superintendent O/o Medical Superintendent, GGS Medical Hospital, Faridkot is hereby deputed to prepare a detailed plan, related to Part-01 of the Meeting, and present the same to the Higher Authorities for consideration.

Sh. Raj Singla, Audit Officer, University Procurement & Facility Department is hereby deputed to prepare detailed plans, related to Part 02 of the Committee.

— P.T.O. —

Sadiq Road, Faridkot (Punjab)

Phone: 01639-256232, 256236 Fax: 01639-256234

Website: www.bfuhs.ac.in



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If any of the Staff Member have any Problem or Grievances related to the service or allied matters then he/ she may send his/ her case to Sh. Kartar Singh, Superintendent O/o Medical Superintendent, GGS Medical Hospital, Faridkot. The Plans regarding Development of the University i.e. Increase of University Income and Decrease in the University Expenditure may be sent to Sh. Raj Singla, Audit Officer, University Procurement & Facility Department.

For strict compliance.

sdl
Registrar

Endst. No:- 340 - 377

Dated:- 04.01.2016

Copy of the above to:-

✓ 1. SVC for kind information of the Worthy Vice Chancellor.

2. Registrar Office.
3. Dean (College Development)
4. Joint Registrar (Admission/ Registration/ Migration)
5. Finance Officer.
6. Controller of Examinations.
7. Principals/ Medical Superintendents/ Deputy Medical Superintendents/ Directors/ Joint Directors/ Heads/ Senior Medical Officers of all the constituent colleges/ Hospitals/ Institutions/ Centres of the University.
8. Law Officer, BFUHS and GGS Medical College, Faridkot.
9. All Deputy Registrars, Assistant Registrars, Superintendents (Grade I/II), Personal Assistants of the University Offices as well as its constituent Colleges/ Hospitals/ Centres & Institutes of the University.
10. Sh. Kartar Singh, Superintendent O/o Medical Superintendent, GGS Medical Hospital, Faridkot.
11. Sh. Amit Chauhan, Personal Assistant, O/o UIPSR, Faridkot.
12. Sh. Raj Singla, Audit Officer, University Procurement & Facility Department, Faridkot.
13. Incharge (IT Cell):- for display of the same on the University website for information of all concerned officers/ members.
14. Security Officer, BFUHS, Faridkot.
15. University Reception Counter.
16. All Concerned.
17. Notice Board.

S.P. Singh
Registrar

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