

NO.PER/CAB- I/D-4-58/10

URGENT

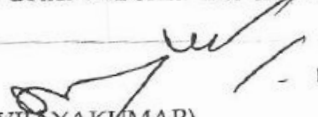
Office of the Director
Kidwai Memorial Institute
of Oncology, Hosur Road,
Bangalore - 560 029.
Dt.26.12.2013

CIRCULAR

With reference to the Proceedings of the Monthly Monetary Review Meeting held on 31.10.2013 at Vidhana Soudha, Secretary, Dept. of Medical Education Government of Karnataka, instructed the Director to inspect the attendance of Teaching and Non-teaching staff of the Institute and send to the Government through E-mail every day.

In view of the above, All the Heads of the Departments are hereby informed that to inspect the attendance register of their staff and all the Heads of the Departments and staff who work under the direct control of the Director are instructed to sign the attendance register kept in the Director office every day (Both morning and evening). This Order will come into effect from 1st January 2014 and until further orders.

All are requested to co-operate.


(Dr. M.VIJAYAKUMAR)
DIRECTOR

Copy to:

1. Medical Superintendent 2. Chief Administrative Officer 3. Financial Adviser 4. Resident Medical Officer, 6. All the Heads of the Depts/Units 7. Office copy