

ALL INDIA INSTITUTE OF MEDICAL SCIENCES  
ACADEMIC SECTION (PG - I)

No.F.4-1/Misc./2020-Acad.

Dated: 29.5.20

CIRCULAR

Sub: Online process of dispatch of official memo related to residents reg.-

In view of increased covid 19 epidemic and also to promote paperless environment, quick reply/disposal of dispatch, in order, the competent authority has decided that all the memorandum /notices/advisory related to residents will be dispatched to concerned resident/departments/section through following email id at email id provided by the departments [Annexure 'A'].

acadmedispath@aiims.edu

Further it is requested that departments may please check their email id [annexure A] and inform discrepancy found if any to the academic section.

Since email id of some sections has not been yet received, they are requested to send the email ids at the earliest for smooth running of dispatch through online module.

However no receipt/correspondence would be received/entertained at above email.id. All correspondence i.e. reply etc. duly forwarded by Chief/HOD may be sent on following email.id as per existing practice:-

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This issue with the approval of the competent Authority.

(Dr. Sanjeev Lalwani)

Registrar

Encl: As above

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By 01/06/2020  
Dr. Sanjeev Lalwani  
Kr., S.P.  
01/06/2020

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