

F.No Z.17026/29/2021- /Admn.I
Government of India
Ministry of Health & Family Welfare
Directorate General of Health Services
(Administration-I Section)

Nirman Bhawan, New Delhi
Dated : 28 Oct, 2021

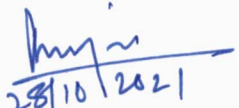
OFFICE ORDER

It has been decided to nominate Shri Sanjay Katiyar, Dy. Director as Nodal Officer for e-Gazette portal in connection with Recruitment Rules.

Sh. Sanjay Katiyar may please complete necessary formalities as per per-requisites for organization registration for this purpose (copy of per-requisite details needed for registration enclosed).

This issues with the approval of DGHS.

Encl: As above


28/10/2021
(Arindam Banerjee)
Deputy Director (Admin)
Contact: 011-23063539

Copy to,

1. Sr. PPS to DGHS
2. Director, Directorate of Printing, M/o Urban Development, Nirman Bhawan, New Delhi-110011
3. PPS to Principal Consultant/Principal Advisor/Professor of Excellence
4. All Officers of Dte. GHS
5. DD(GA) for uploading on website
6. Office order register



Pre-requisites for Organisation Registration

- 1) An authorisation letter from the competent authority of the Ministry / Department / Office / Organisation addressed to The Director, Directorate of Printing, M/o Urban Development, Nirman Bhawan, New Delhi – 110 011 mentioning the details of Nodal Officer.
- 2) An active Government / Official email id from NIC (National Informatics Centre) for the Ministry / Department / Office / Organisation.
- 3) A valid Mobile number of Nodal Officer.
- 4) A valid Digital Signature Certificate (DSC) of Nodal Officer installed in the computer.
- 5) Latest version of Microsoft Word enabling creation of gazette content in English and Hindi.
- 6) Latest free version of Adobe Acrobat Reader to digitally sign the gazette content in PDF.

Important points to be noted

- 1) Presence of name of the Ministry / Department / Office / Organisation in eGazette portal is mandatory for Organisation Registration.
- 2) If the Ministry / Department / Office / Organisation name do not present, please send an email to HelpDesk at helpdesk-ptg@gov.in for inclusion of the same.
- 3) Scanned copies of the Authorisation Letter and digitally signed Declaration Form of Nodal Officer are required to be emailed to HelpDesk for activation after registration in the portal.
