

**TOP PRIORITY**  
**MOST URGENT**

GOVERNMENT OF PUDUCHERRY  
DIRECTORATE OF HEALTH & FAMILY WELFARE SERVICES  
PUDUCHERRY

\* \* \*

No.43014/2017-DHFWS/E1/66

Puducherry, dt.05/06/2017.

MEMORANDUM

Sub: DHFWS – Sponsoring of In-service candidates of Health Department to undergo Post Basic B. Sc. (Nursing) course at MTPG & RIHS, Puducherry for the academic year 2017-18 – Willingness Called for.

Ref: Letter No.6-21/MTPG&RIHS/2017 dt.29/05/2017 of the Dean, MTPG & RIHS, Puducherry.

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All the Heads of Offices are hereby informed that the Mother Theresa Post Graduate & Research Institute of Health Sciences, Puducherry has allocated ten seats to the In-service candidates of Health Department, Puducherry for admission to Post Basic B.Sc. (Nursing) course for the academic year 2017-2018.

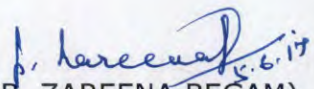
2. It is therefore, requested that this may be widely circulated among the nursing personnel with the following criteria that:

- a. They should have satisfactorily completed their probation period and should have rendered not less than five years of regular continuous service including the period of probation.
- b. They are not due to reach the age of superannuation from the Government service within three years from the date on which they are expected to return to duty after the completion of course.
- c. They have not been granted study leave on previous occasion.

3. The Head of Offices are therefore, requested to furnish the list of willing and eligible candidates along with service particulars in the prescribed Proforma I & II with all requisite certificates so as to reach this Directorate **on or before 28.06.2017**. The list which is received after the due date will not be entertained.

4. The Heads of Offices are further requested to furnish separate Integrity, No Disciplinary case pending certificate and certificate to the effect of declaration of probation in respect of every individual.

/BY ORDER/

  
(B. ZAREENA BEGAM)  
OFFICER ON SPECIAL DUTY

Encl: As above.

To

All Heads of Offices, Puducherry/Karaikal/Mahe/Yanam

Copy to:

1. The Under Secretary to Govt. (Health), Chief Secretariat, Puducherry.
2. The Programmer, IGGGH&PGI, Puducherry- for hosting the same in the Department website for wide publicity

PROFORMA-I

Sl. No.	Name of the Government Servant	Name of the Father/ Husband (in case of females)	Service particulars including deputation from the date of initial appointment to till date				Reference to I.D.No./ Memo. No. and date wherein disciplinary action was required by the CVO to be taken against the individual, if any, pending in the Department/ Office as on date	Remarks, if any.
			Name of the Office/ Institution	Designation	From	To		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Head of Office

PROFORMA-II

Sl. No.	Seniority No.	Name of the Staff Nurse	Date of birth	Date of initial appointment	Date of declaration of probation	Date of Superannuation
1.						
2.						

Head of Office

INTEGRITY CERTIFICATE

Having scrutinized the character roll and personal file and having taken into account all other available information, it is certified that Thiru./Tmt..... has good reputation of integrity and honesty.

HEAD OF OFFICE

CERTIFICATE OF NO DISCIPLINARY CASE PENDING

It is certified that Thiru./Tmt.....

- (i) is not under suspension.
- (ii) is not under prosecution for criminal charges or sanction for prosecution or criminal charges has been issued or no decision has been taken to accord sanction for any prosecution of criminal charges.
- (iii) is not subjected to any investigation serious allegation of corruption/ bribery/other grade misconduct by the Department or C.B.I or any other agency.
- (iv) is not proceeded against departmentally or any disciplinary grounds and
- (v) has no break-in-service of any kind.

HEAD OF OFFICE

CERTIFICATE

Certified that Thiru./Tmt.....

- a. has satisfactorily completed the period of probation.
- b. has rendered not less than five years of regular service.
- c. has not due to reach the age of superannuation from the Government Service within three years from the date on which they are expected to return duty after the expiry of the study leave, if granted.
- d. has not been granted study leave on previous occasion.

HEAD OF OFFICE