

63-Health-A
Most Immediate 7-5-13

No. Health-A-B(7)-4/2012
Government of Himachal Pradesh
Department of Health & Family Welfare

From

The Pr. Secretary (Health) to the
Government of Himachal Pradesh.

To

1. The Director, Health Services,
Himachal Pradesh,
Shimla-171009
2. The Director, DHSR,
H.P., Shimla-171002.
3. Mission Director, NRHM
Himachal Pradesh, Shimla-171009
4. All the CMOs,
District , H.P.
5. Principal, IGMCH, Shimla / Dr. RPGMC, Tanda,
District Kangra, H.P.
6. Principal, Training Centre Parimahal, Shimla
and Cheb, District Kangra.

Dated the Shimla-2; 6th May, 2013

Subject:

Regarding submission of ACR's online under PMIS.

Sir,

I am directed to refer to the above cited subject and to say that the Government has decided that ACRs (for the year 2012-13) of all Joint Director, CMO, Dy. Director, BMO Specialists, BMOs, MOH and Programme Officers and all regular MOs will be submitted online under PMIS. You are, therefore, requested to direct all the officers under your control to submit their self assessment by logging into PMIS and using their individual login ID and password on or before 31st May, 2013. Thereafter all the reviewing officers have to assess the ACRs and submit the said reports to the Accepting Officers before 30th June, 2013. Finally the Accepting Officers will complete the ACRs before 31st July, 2013. It may be made clear that in case self assessments are not submitted by 31st May, 2013 the system will automatically lock the ACRs and officer will lose the opportunity to put in his self appraisal. All Officers will also use the PMIS to put in their scanned signatures and the same shall be used for initiating / reviewing / accepting an ACR.

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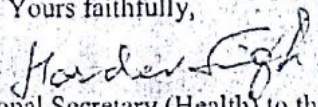
2.

For ACR finalization the following would be the reporting/reviewing/accepting channels :-

Sr.No.	Designation	Initiation Officer	Reviewing Authority	Accepting Authority
1.	Joint Director/DHS	Secretary	Minister	CM
2.	CMO/Dy. Director/MS	DIIS	Secretary	Minister
3.	State Programme Officer	MD,NRHM	DHS	Secretary
4.	MOH/Programme Officer(Districts)	CMO	MD,NRHM	Secretary
5.	BMO Specialist	MS	DHS	Secretary
6.	BMO	CMO	DHS	Secretary
7.	Medical Officer	BMO/SMO	CMO/M.S.	DHS

This may please be treated as most urgent and be given personal attention.

Yours faithfully,


Additional Secretary (Health) to the
Government of Himachal Pradesh.

HFW-B(B)11-1/2013
Government of Himachal Pradesh
Department of Health & Family Welfare

Most Immediate

3
O/o D.M.E. & R.H.
Dy. No. 2809
20 JUN 2013
Shimla - 170009

From:

The Principal Secretary(Health) to the,
Government of Himachal Pradesh.

To

1. The Director of Medical Education, HP
2. The Principal, JGMC Shimla-1
3. The Principal, Dr. RPGMC Tanda, HP
4. The Principal, HP Dental College, Shimla.
5. The Programme Officer, NIC Shimla-2

Dated Shimla-171002, the Dated Shimla-2, 18/6/13

Subject:

Regarding submission of ACRs online under PMIS.

Madam/Sir,

I am directed to refer to the subject cited above and to say that the Government has decided that ACRs for the year 2012-13 onwards of all the Assistant Professors/Associate Professors/Professors/Principals and DME will be submitted online under PMIS. You are, therefore requested to direct all the officers under your control to submit their self assessment by logging into PMIS and using their individual login ID and password on or before 15.7.2013. Thereafter, all the reviewing officers have to assess the ACRs and submit the said reports to the Accepting Officers before 15.8.2013. Finally, the Accepting Officers will complete the ACRs before 31.8.2013. It may be made clear that in case self assessments are not submitted by 15.8.2013, the system will

mpk
20/6/13
Satisfaction
Sent
20/6/13

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automatically lock the ACRs and Officers will loose the opportunity to put in his self appraisal. All Officers will also use the PMIS to put in their scanned signatures and the same shall be used for initiating/reviewing/accepting an ACR.

For ACR finalization the following would be the reporting/reviewing/accepting channels:-

S.No	Designation	Initiation Officer	Reviewing Authority	Accepting authority
1.	Asstt. Professors	HOD	Principal	DME
2.	Associate Professors	-do-	-do-	-do-
3.	Professors	Principal	DME	Secy(Health)
4.	Principals	DME	Secy(Health)	Minister concerned
5.	DME	Secretary(Health)	Health Minister	CM

This may please be treated as most urgent and be given personal attention.

Yours faithfully,

Special Secretary(Health) to the,
Government of Himachal Pradesh.

No. HFW-H(PMIS)1/2012
Health and Family Welfare Department
Himachal Pradesh

The State Information Officer,
National Informatic Centre,
HP Secretariate Shimla-2
Himachal Pradesh

Subject:- Regarding ACRs of staff working under Health & Family welfare Department.

Sir,

It is submitted that the ACRs in respect of staff working under Health & Family Welfare Department required to be made online. You are therefore requested to make appropriate provisions in ACRs module of PMIS as under:-

Authorities identify to write ACR/Review/Accepting in Health and Family Welfare Department, Of Himachal Pradesh in respect of Class-I to III.

Sr. No.	Name of category	Initiating Officer	Reviewing Officer	Accepting authority
1.DIRECTORATE				
1.	AO/Law Officer/Cold Chain Officer/Communication Officer/PS	Jt.DHS/Addl.DHS	DHS	Pr.Secy(H)
2.	PA/Sr.Scale Stenographer Jr.Scale Stenographer/Stenotypist	JtDHS /Addl.DHS	.DHS	DHS
3	Supdt.Grade- II	AO	JtDHS/Addl.DHS	DHS
4	Sr.Asstt. Jr.Asstt./Clerk	Dy.DHS/OSD/ Supdt.Gr-I/AO	Jt.DHS /Addl.DHS	DHS
5	Statistician/ Sr.Statistical Asstt./Jr.St.Asstt./Computer	AD(C&R)	Jt.DHS Addl.DHS /	DHS
6	Health Educator/MHS/MHW Lab Technician/AIO/Leprosy Worker	OSD/Dy.DHS	Jt.DHS/Addl.DH S	DHS
IGMC/Dr.RPG MC,Tanda/Govt. Dental College,Shimla/Sr.MS				
1.	AO/Nursing Superintendent /Supdt.Grade-I,/ Law Officer/Hostel Manager/ Matron/ /Communication Officer,	Principal/MS	DME	Pr.Secy(H)
2.	Pharmacist/Radiographer/Lab Technician/Xray Asstt./ Record Officer OTA/Refrigerator Ophthalmic Officer / Dietician /Refractionist/ECG Technician/Jr.Biochemist/Leprosy Worker/CSSD Technician/Asstt.Editor/Projectio	MO In charge	Principal/MS	DHS

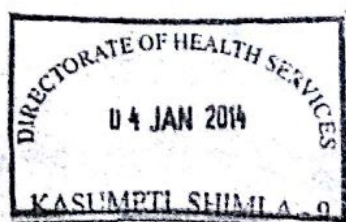
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	nist/Artist-cum- Photographer/MHS/FHS/Female Health Worker/Maje Health Worker/Dental Hygienist/Dental Mechanic			
3.	Supdt. Grade-II Sr.Asstt. Jr.Asstt./Clerk/Stenotypist/ Sr.Statistical Asstt./Ir.St.Asstt./Computer	AO/in charge Concerned	Principal/MS	DHS
4.	/Ward Sister/Sister Tutor/Staff Nurses	Nursing Supdt./A.D.Nursing	Principal/MS	DHS
DIST. LEVEL CMO/MS				
1.	Matron/Nursing Supdt.	CMO/MS	DHS	Pr.Secy(H)
2.	Supdt. Grade-II Sr.Asstt. Jr.Asstt./Clerk/Stenotypist/ Sr.Statistical Asstt./Ir.St.Asstt./Computer	CMO/MS	Jt.DHS/Addl.DH S	DHS
3	Health Educator/MHS/MHW Lab Technician/ALO/Leprosy Worker/Pharmacist/Radiographe r/ Xray Asstt.OTA/ECG MHS/FHS/Leprosy Worker/Projectionist/ /Ward Sister/Sister Tutor/Staff Nurses/	MO in charge	CMO/MS	DHS
BMO LEVEL/CHC/PHC				
1	Supdt.Grade-II Sr.Asstt. Jr.Asstt./Clerk/Computer Health	BMO	CMO/MS	DHS
2	Health Educator/ MHS/ MHW/FHS/ FHW /Leprosy Worker/ Pharmacist/ Radiographer/ Lab Technician/Xray Asstt.OTA/ECG/Ward Sister/Sister Tutor/Staff Nurses.	MO in Charge/BMO	CMO	DHS
Principal, Training Centre Parimahal/Chheb				
1.	Supdt.Grade-II/Statistician/ Health Educator/Computer	MO/Incharge	Principal(Trg)	DHS
2.	Senior Asstt./Ir.Asstt./Clerk/Stenotypist /	Supdt.Gr-II	Principal(Trg)	DHS
3.Zonal Leprosy Office,Mandodhar/Kandbari/				
1.	Sr.Asstt./Leprosy Worker/Ir.Asstt./Clerk	MO Incharge	ZLO	DHS
TBS Dharampur				
1.	Supdt. Grade-II	MS	Jt.DHS/Addl.DH	DHS

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			S	
2.	Sr.Asstt./Jr.Asstt./Clerk/Computer	Supdt.Grade-II	MS	DHS
	Pharmacist/Staff Nurses/Ward Sister/Lab Technician	MO In Charge	MS	DHS
Director Dental Health Services,HP				
1.	Personal Assistant	Director Dental	Director Dental	DHS
2.	Supdt.Grade-II	Jt.Director Dental	Director Dental	DHS
	Sr.Asstt./Jr.Asstt./Clerk/			
3	Dental Mechanic/Dental Hygienist	BMO	CMO	Director Dental

Note:- Left out category if any will also be considered as per patron mentioned as above.



Yours faithfully,

Director Health Services
Himachal Pradesh

No. As above.

Dated Shimla-9, the

Copy forwarded for Information and necessary action to :-

1. The Principal Secy(Health) to the Govt. of Himachal Pradesh for Information please.
2. The Principal, IGMCH Shimla/ Dr. RPGMC Tanda Distt. Kangra./Dental College, Shimla, HP.
3. All the Chief Medical Officers, in the Himachal Pradesh.
4. All the Sr. Medical Superintendents in the Himachal Pradesh.
5. All the Block Medical Officers in the Himachal Pradesh.
6. The Superintendent Medical, I & II Branches of Health Dte. Shimla-9.
7. Guard File.

Director Health Services
Himachal Pradesh

No. HSR-H (ACR) 238/2013
Health and Family Welfare Department
Himachal Pradesh

To

The State Information Officer,
National Informatic Center,
HP Secretariat Shilma-02
Himachal Pradesh

14 NOV 2013

Subject: - Regarding ACRs of Staff Working under the Directorate of Health Safety & Regulation.

Sir,

- In continuation of this Directorate letter of even number dated 08-11-2013, it is again submitted that the ACRs in respect of staff working under Directorate of Health Safety & Regulation in the state also required to be made online. You are therefore requested to make appropriate provisions in ACRs module of PMIS as under:-

Name of Post & Designation	Reporting Officer	Reviewing Officer	Accepting Officer
Drug Controller	DHSR	Pr. Secretary (Health)	Pr. Secretary (Health)
Asstt. Drug Controllers	Drug Controller	DHSR	Pr. Secretary (Health)
Drug Inspectors	ADC	SDC	DHSR
FSOs/FIs	MOH	CMO	DHSR
DHSR Staff	DHSR	Pr. Secretary (Health)	Pr. Secretary (Health)
OSD/DDHS	DHSR	DHSR	DHSR
Suptd. Gr. II	OSD/DDHS	DHSR	DHSR
PA	DHSR	DHSR	Pr. Secretary (H)
Sr. Asstt./Jr. Asstt./Clerk	Suptd.	OSD/DDHS	DHSR
CTL Kandaghat	OSD/DDHS	DHSR	Pr. Secretary (Health)
Dy. Public Analyst (Incharge)			
Dy. Govt. Analyst	Dy. Public Analyst/ Incharge of CTL	OSD	DHSR
Sr. Scientist (Food)	Dy. Public Analyst	DHSR	DHSR
Jr. Scientist (Food)	----do----	----do----	----do----
Sr. Lab. Technician (Food)	----do----	----do----	----do----
Sr. Scientist (Drug)	Dy. Govt. Analyst	Dy. Public Analyst Incharge	DHSR
Jr. Scientist (Drug)	----do----	----do----	----do----
Sr. Lab. Technician (Drug)	----do----	----do----	----do----
Suptd.	Dy. Public Analyst/ Incharge of CTL	DHSR	DHSR
Ministerial Staff	Suptd.	Dy. Public Analyst/ Incharge CTL	DHSR

The Name of Institution / Offices functioning in the state are as under:-

S.No.	Name of District	Name of Institution/ Office
1.	Shimla	Directorate of Health Safety & Regulation
2.	All Districts	Chief Medical Officers Offices
3.	Solan	1 .SDC Baddi 2. Incharge CTL Kandaghat

Yours faithfully,

14 NOV 2013

Director,

Health Safety & Regulation

H.P Shimla-09

Dated

Endst as above

Copy to the Superintendent PMIS office of Directorate of Health Services Himachal Pradesh Shimla-09 for necessary action.

Director,

Health Safety & Regulation

H.P Shimla-09