

NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE  
( Administration – I )

No.A. 18012/1/2016-Admn.I

Dated: 23-11-2016

CIRCULAR

**Sub: Celebration of Organ Donation week from 20.11.2016 to 27.11.2016.**

Vide MoHFW Circular No. S.12011/41/2016-MG/MS dated 18.11.2016, the Ministry of Health and Family Welfare has requested all officers and staffs of autonomous organization etc to participate in the following activities **on 27.11.2016**, organized to spread awareness about the feasibility of donating organs and tissues after brain stem death.

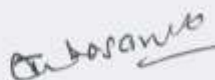
Sr. No.	ACTIVITES	VENUE	TIME
1.	Walkathon*	India Gate of Vijay Chowk	08.30 to 11.00 A.M.
2.	(i) Administering of Pledge by HFM to promote cadaver organ donation. (ii) Filling-up of pledge form in large numbers	Nirman Bhawan – in front of Gate No. 6	11.00 to 11.30 A.M.
3.	Distribution of Donor cards by Hon'ble HFM	Nirman Bhawan – in front of Gate No. 6	11.30 A.M.

\*Those who are comfortable can also participate in the Walkathon that starts at India Gate.

2. All HoDs/Sectional Heads/Nodal Officers are directed to ensure participation of faculty & staffs including contractual employees working under them in the above said function. The lists of those who participate and those who do not participate have to be forwarded to Director (BT) in the Department of Health and Family Welfare by 12:00 Hrs. on 28.11.2016 by this Institute.

3. Dr. Rajesh Kumar, Assistant Professor and sub-dean will co-ordinate all the activities and collect the attendance from all HoDs/Sectional Head/ Nodal Officer to be sent to MoHFW.

This issues with the approval of Director.

  
( J.P. Shivdasani )  
Actg. Dy. Director (Admn.)

Copy to:

1. All HoDs/Sectional Heads/Nodal Officers of the various projects are directed to ensure that all officials (Permanent/Temporary/Contractual) working under them in the Institute participate in the function.
2. PA to Director/Dean/D.D.(Admn.).
3. Computer Centre, NIHFW for uploading in Employees corner of the website.
4. Notice Board.