

F.No.8-1/PAC/2019-Acad.  
**THE NATIONAL INSTITUTE OF HEALTH & FAMILY WELFARE**  
(Academic Section)

Dated: 08.04.2019

**Subject: 36th Meeting of Programme Advisory Committee (PAC) of The NIHF to be held on 15th & 16th April, 2019.**

36th Meeting of Programme Advisory Committee (PAC) of The NIHF is scheduled to be held on 15th & 16th April, 2019 at 1:00 P.M. in the Conference Hall, NDC, NIHF, New Delhi. The PAC meeting will be preceded by lunch.


All Heads of Departments are requested to ensure that all faculty members up to the level of Lecturers, Medical Officers & Research Officers attend this meeting. Further all concerned are requested to be present in the conference Hall well before the start of the meeting.

As already directed by the Chairman of the Governing Body of The NIHF, attending the PAC meeting by all faculty members of the Institute, is mandatory. Any Officers on any type of leave is also requested to attend the same.

All the Principal Investigators and Training Coordinators will be required to make a brief presentation on the progress of the ongoing research studies, special activities, proposed research studies and Training activities as well as presentation of the completed studies. Presentation on ongoing studies should also include progress achieved so far/major finding based on the analysis of data collected.

Working lunch will be served to members of PAC, faculty and concerned officers during the course of the meeting.

This issue with the approval of the Director.

  
(Rajesh Kumar)  
Sub-Dean

All HODs  
All Faculty Members  
All Medical Officers  
All Research Officers  
PA to Director  
PA to Dean  
PA to DD(A)

**Copy to:**

1. F/I, Hostel/Mr. Pani Ram, Hostel Warden for making arrangements of cold Water/Cold Drink, High Tea with snacks (11:00 A.M. and 3:00 P.M.) and working lunch for approx. 50 persons as per norm.
2. Accounts Officer to make advance arrangement for payment of TA/DA as per rules.
3. WMO for making Conference Hall ready, Security and putting indicators/banners etc.
4. PA to Director to contact PAC members for availability and requirement of vehicle, if any.
5. Mr. S.P. Singh W.M.O. for vehicle as per requirements.
6. Sub-Deans-facilitation the smooth conduct of activity.
7. F/Incharge (A.V. Unit) for providing of Laptop, LCD Projection, Cordless, Microphone, Pointer – Mr. Pawan Kumar Sharma.
8. Mr. AAA Khan – for photographic coverage.
- ✓ 9. Mr. Jagdish Sharma – kindly put on The NIHF website.
10. Dr. Ramesh Chand, F/I Hostel – for accommodation of PAC members as per requirements
11. WMO/Caretaker should ensure functioning of Diesel Generator in case of electricity failure.
12. J.E.(AC) HPL
13. Receptionist
14. Attendant, NDC Conference Hall.
15. Mrs. Shashi Dhiman, Sr. Artist – For banners.