

Department of Community Medicine
ABVIMS & DR. RML Hospital, New Delhi

1956/DOA
07/10/2021

ABVIMS/CM/2021/122

Date: 06.10.2021

Circular

You all are aware that the COVID-19 vaccination activities are ongoing at our institute since 16th January 2021. In the first phase of this mega vaccination drive, Health Care Workers and staff posted under various department in the hospitals were given priority over all the beneficiaries with the objective to protect them against the COVID-19 disease at the earliest. While examining our hospital data, it is learned that there are significant number of officials of our Institute who have not received even their first dose.

In view of above, the following in-charges of ABVIMS & Dr. RML Hospital are hereby requested to submit the COVID-19 vaccination status of their staff to the undersigned as per the enclosed format by 20th October 2021. It is also requested to motivate the unvaccinated staff to get vaccinated at the earliest without fail. The information may also be submitted electronically at commedhodrmlh@gmail.com

Neelam
06/10/2021
Dr. Neelam Roy
Director Professor & Head
Department of Community Medicine
ABVIMS & Dr. RML Hospital, New Delhi - 110001

Copy to:

- 1- In-charge HA-2, ABVIMS & Dr. RML Hospital
- 2- Shri Pankaj Sinha, DD(A), ABVIMS & Dr. RML Hospital
- 3- Smt. Lalita Maini, Sr. Administrative Officer, ABVIMS & Dr. RML Hospital
- 4- Assistant Controller of Accounts, ABVIMS & Dr. RML Hospital
- 5- Office of Director & MS, ABVIMS & Dr. RML Hospital

Pl. bring up the details

DD(A)
07/10/2021

Os(HA-2)/Os(I)/Os(RR)/Os(Estah)

copy to: ✓ Officers-in-charge (NIC) with request to upload this on the website of Dr RMLH
2- DD(RJ)

Proforma to submit status of COVID-19 Vaccination of all kind of staff (Regular/Adhoc/Contractual)

Date: _____

Name of the Department.....

S. No.	Name	Designation	Mobile no	Status of COVID-19 Vaccination				Name of vaccine received	Reasons for not getting vaccine
				1 st dose		2 nd dose			
				Yes/No	If yes, date	Yes/No	If yes, date		
1.									
2.									
3.									
4.									
5.									
6.									
7.									

Signature of Head of Department