

MANUAL-3

Rules, Regulations, Instruction, Manuals and Records for Discharging Functions.

For employees:

A. MSR manual.

- i. General conditions of services
- ii. Wage and salary structure
- iii. Compensatory allowances/honorarium
- iv. Suspension, removal, dismissal
- v. Security to be furnished by certain services
- vi. Foreign services
- vii. Traveling allowances/daily allowances
- viii. Leave, special leave, study-leave
- ix. Retirement, etc

B. Public Health Department Manual

Powers and Duties of various office bearer

For General Public:

- A. Medico-legal Documents
- B. Medical Records including Indoor Patients' paper
- C. Medical Opinion certificate
- D. Consent forms for operation

Contact persons in case somebody wants to get more information on topics covered in the handbook as well as other information also from the office of the chief medical officer of the hospital

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2 Sr.Medical Officer	28050882
3 M.O.on duty	28051509