



RAJIV GANDHI
SUPER SPECIALITY HOSPITAL

Rajiv Gandhi Super Specialty Hospital

(An Autonomous Institute under Govt. of NCT of Delhi)

Tahirpur, Delhi – 110093

F.No:F.40(19)/RTI/MISC/RGSSH/2021/855

Dated: 20/05/2023

ORDER

In continuation to circular no: F.No. 40(19)/RTI/Misc/RGSSH/2021/832 dated: 19.04.2023 for the smooth functioning/handling of RTI, it is hereby decided to designate the following officer's /Branch Incharge's as Public Information Officer (PIO) of their concerned department. They are:-

S. No.	Name of the Officer	Post Designated (PIO)
1	Dr. Akashdeep Kumar	CPIO/Nodal Officer (RTI)
2	Dr. Piyush Verma	Link Officer to CPIO/Nodal Officer (RTI)
3	Dr. Akashdeep Kumar	Establishment, Dietetics, Store , Pharmacy, OPD/IPD, Transport & Ambulance
4	Dr. Piyush Verma	Procurement Department & Quality Cell
5	Mr. Satish	Accounts Department
6	Dr. Kunal Lutra	Planning Department & MRD
7	Dr. Vikas Kumar	MGPS & EMCell
8	Dr. Chhavi Gupta	Outsourcing Services, Blood Bank & PGO
9	Dr. Ragi Jain	Anaesthesia Cum Critical Care ,OT & ICU
10	Dr. Vikas Dogra	Pulmonology, Vigilance Department, Library
11	Dr. L. Upreti	Radiology
12	Dr. Ankit Jain	CTVS
13	Dr. Vikas Sharma	Urology
14	Dr. Aditya Shamra	GI Medicine & G.I Surgery
15	Dr. Himanshu Sharma	Endocrinology
16	Dr. Neeraj Pandit	Cardiology
17	Dr. Sonali Bhattar	Microbiology
18	Dr. Astha Bansal	Biochemistry
19	Dr. Mona Bargoteya	Pathology
20	Dr. Aarti Gupta	Emergency
21	Dr. Sikhhar Saxena	Legal matter & BMW
22	Dr. Payal Das	Training
23	Dr. Sumit Gahlawat	DNB related matters
24	Dr. Gaurav Singhal	Radiation Safety
25	Mr. Sunil Kumar	PS to Director/Engineering/ PWD/Estate/IT
26	Ms. Lija	Nursing Services

Note:- The following steps will be adopted for smooth handling of RTI application at this institute they are:-

Step-1: Applicant filling RTI application through speed part or other permissible mode or uploading the same on RTI portal of Delhi Govt.

Step-2: CPIO (RTI)/Nodal officer shall forward the RTI to concerned PIO. If RTI does not

pertain to RGSSH, CPIO will forward it to concerned Organisation/Institutes and PIO/return the RTI to applicant in case of requirement of any document.

Step-3: All the PIO will submit their reply with in stipulated time period to the CPIO.

Step-4: CPIO will disposed off the RTI by compiling the information received from various PIO and shared with applicant.

Step-5: In case of appeal made by applicant then apart from CPIO all the concern PIO will also attend hearing conducted by First Appellate Authority (FAA) or 2nd Appellate Authority. (CIC)

For any query/assistance CPIO (RTI) may be approached accordingly.

Dr. Kishore Singh
Director RGSSH

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Copy to:-

1. PS to Director, RGSSH
2. Officer Concerned