

No. SSIMS/Estt/2023/ **1172**

Date: - 17/05/2023

Revised Office Order

Summer vacation for academic year 2023-24 for teaching faculties of Shri Shankaracharya Institute of Medical Sciences, would be as follows:

- 19th May 2023 to 25th May 2023- 07 days (1st half)
- 26th May 2023 to 01/06/2023.- 07 days (2nd half)

Terms & Conditions:

1. Vacations should come through HOD, along with HODs remarks to administration in given format and approval before proceeding to vacation is must.
2. 50% of teaching staff should be available in the department in any half.
3. No one can avail both the halves of vacation.
4. Prefix or postfix with any other leave is not allowed.
5. Differed vacation would not be permitted.
6. Communication address during vacation and mobile contact needed in case of case of emergency situation for any reason.
7. Administration reserves the right to call back the teacher and cancel the vacation in critical situations.
8. Those who do not want to avail Summer vacation and wish to work throughout the vacation may be given compensatory 3 EL that will be credited to their account.

Last date of submission of summer vacation duty roster is 18th May 2023.


(Dr. Prakash T. Wakode)

Dean
SSIMS, Bhilai
DEAN

SHRI SHANKARACHARYA
INSTITUTE OF MEDICAL SCIENCES
Junwani, BHILAI (C.G.)

NB: The facilities of vacation is applicable only for faculties who have completed at least 1 year in SSIMS, Bhilai.

Encl : Format

Copy to:-

1. Chairman- *For kind information*
2. President - *For kind information*
3. Vice Dean, Academic
4. Assistant Dean.
5. Medical Superintendent
6. CEO, SSIMS
7. Dy. Medical Superintendent
8. Nursing Director
9. Nursing Superintendent
10. All HODs
11. HRD

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To,

The Dean

Shri Shankaracharya Institute of Medical Sciences,

Junwani, Bhilai, Chhattisgarh

Subject: - Proposal of Summer Vacation 2023.

Summer – 2023 Vacation Chart						
Department of						
Sr. No.	Name of Faculty	Designation	DOJ	1 st Half	2 nd Half	Sign of Faculty
				19/05/2023 To 25/05/2023	26/05/2023 To 01/06/2023	
1.	XXX	XXX		On Duty	On Vacation	
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						

Signature of HOD

**Dean
SSIMS, Bhilai**