

F.No.A.16/2023-Admn.I  
THE NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE  
(ADMN.I SECTION)

DT: 15.02.2024


CIRCULAR

**Subject: Observance of 47<sup>th</sup> Annual Day of the Institute.**

The Annual Day Function of the Institute will be observed on **9<sup>th</sup> March, 2024 (Saturday)**. Therefore, all the Faculty and Staff/Members including Project Staff on contract are requested to attend. Participation in the function is mandatory for all including those who are on leave (except on medical grounds). The office will function on normal timings i.e. from 9.00 am onwards on 9th March, 2024 (Saturday). Further, HoDs/Sectional Heads are requested not to sanction any kind of leave to staff working under them during that period. In case those who have been granted leave, may be asked to attend the Annual Day Function positively.

Details of the programme will be intimated to all after it is finalised.

This issues with the approval of the Director, NIHFw.

  
( P.K.Bansal )  
Incharge (Admn.I)

Copy to:

1. All the HoDs/Sectional heads/Nodal Officers all Projects – with the request to bring it to the notice of all staff members working under them.
2. PA to Director/Dean/DD(A),NIHFw
3. Notice Boards
4. NIHFw Website Notice Board