

**NOTE**

Sub:- **REVISED DRAFT PROPOSAL** of Duties and Responsibilities of Staff under Pharmacy and Medical Supplier wing – Reg.

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By taking into consideration of various suggestions and to avoid confusion among the staff, Draft is REVISED under various heads like common duties and Responsibilities of supervisory officers, Duties and Responsibilities of staff under supervisory officers etc, emphasis on Institutional Store Verification, who have to take initiative for providing the infrastructure, who is responsible for providing it, period allowed for transfer of charge of stock etc.

It is sorry to say that the participation of Pharmacist Store Keeper, Store Superintendent who are having rich experience in this field is very negligible or totally nil.

Duties of Responsibilities of many posts were framed 40 years back and the next revamp will take years.

Hence it is again requested to go through each para thoroughly and put your efforts to frame a well defined one. It is too late to furnish the proposal to Human Resource Cell of the Directorate, kindly give top priority on this to finalize the proposal at the earliest.

LAST DATE – 08/11/2013

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