

**The National Institute of Health and Family Welfare
(Admn. I Section)**

F. No.A/31/2023-Admn. I

Date: 19th January, 2024

OFFICE ORDER

Sub: Half day closing (till 2.30 P.M.) of Central Government Offices, Central Institutions and Central Industrial Establishments on 22nd January, 2024-reg.

All employees to note the Office memorandum No. 12/7/2023-JCA dated 18th January, 2024 issued by Establishment (JCA) Section, Department of Personnel and Training, Ministry of Personnel, Public Grievances & Pensions, (Department of Personnel & Training), Government of India regarding Half day closing (till 02:30 pm) of Central Government Offices, Central Institutions and Central Industrial Establishment on 22nd January, 2024. However, the activities like ongoing examinations (if any), ongoing training courses/workshop etc. may continue to be held as per schedule with the presence of faculty/staff involved in the activities.

This issues with the approval of Director, NIHFw.



(Dr. Rajesh Kumar)
Link Nodal Officer (Admn.)

Copy to:

1. All Heads of Department/Section Heads, NIHFw with a request to kindly bring it to the notice of staff working under them.
2. Incharge computer centre, NIHFw with a request to upload on the NIHFw website.
3. SPA to Director, NIHFw.
4. SPA to DD(A), NIHFw.
5. Notice Board.