

MALABAR CANCER CENTRE

(an autonomous body under Government of Kerala)

P.O Moozhikkara, Thalassery 2355881(7lines) Kannur-670 103, Kerala, S.India

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PROCEEDINGS OF THE DIRECTOR, MALABAR CANCER CENTRE, THALASSERY dated 10-01-2018

(Present: Dr.B.Satheesan)

Sub : MCC-Constituting of Administrative Committee in MCC-reg

It has been decided to constitute a Committee to implement the HOD meeting decisions and to coordinate the day to day activities and also to solve various administrative issues in MCC. Accordingly an Administrative Committee, with the following members, is constituted in MCC:

- 1. Director-MCC
- 2. Administrative Officer-MCC
- 3. Engineer-MCC
- 4. System Manager, MCC
- 5. Accounts/Finance Officer, MCC
- 6. Security Officer, MCC
- 7. Purchase Officer, MCC
- 8. Nursing Superintendent-MCC

The meeting shall be conducted preferably on all Wednesdays.

DIRECTOR

Copy to:

- All members
- File