



अखिल भारतीय आयुर्विज्ञान संस्थान, बीबीनगर, हैदराबाद  
ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BIBINAGAR, HYDERABAD  
"An INI under the aegis of Ministry of Health & Family Welfare, Govt. of India"  
हैदराबाद मेट्रोपोलिटन क्षेत्र (एच एम आर), तेलंगाना - 508126, भारत  
Hyderabad Metropolitan Region (HMR), Telangana - 508126, India

संख्या/File : AIIMS/BBN/Gen.Admin/OO/844

दिनांक/Date: 28<sup>th</sup> Oct, 2025

परिपत्र/CIRCULAR

CONSERVE ELECTRICITY AND SAVE ENVIRONMENT

Dear Faculty Members, Officers, Staff and Students,

The undersigned is directed to convey that despite of the multiple advisories issued in this regard, it has come to the notice of the Executive Director that the electrical appliances such as lights, fans, air conditioners (ACs), computers, and UPS systems are often left switched on even during non-working hours or when not in use in many in departments and sections of AIIMS Bibinagar. This avoidable wastage of electricity is a matter of huge concern in view of the overshooting Electricity bills of the Institute which can be minimised by vigilant and responsible action of all.

In view of the above, all the Faculty members, Officers, Staff, and Students are instructed to actively follow the below measures to contribute towards energy conservation of energy resources in the institute.

1. All lights, fans, air conditioners (ACs), computers, UPS, and other electrical equipment must be switched off when not in use, particularly before leaving the office.
2. All Air Conditioners (ACs) shall be operated only when required and should be maintained at an optimum temperature setting of 24°C (as far as possible).
3. Use of natural light and ventilation is encouraged wherever possible.
4. All Heads of Departments/Sections/Units are requested to regularly brief and encourage their staff to adopt energy-saving practices.
5. Security and housekeeping staff on duty shall ensure that all electrical points are turned off after office hours.

Your responsible actions in this regard will help reduce energy consumption, minimize costs, and contribute to environmental conservation. Thank you for your immediate attention and dedication in this matter.



(डॉ. बिपिन पी. वर्गीस/Dr. Bipin P. Varghese)  
उप निदेशक (प्रशासन)/ Deputy Director (Administration)

प्रतिलिपि/Copy to :-

1. OSD to Executive Director, AIIMS Bibinagar –for kind information of Executive Director please.
2. All Deans/Medical Superintendent/HoDs
3. Principal, College of Nursing
4. Chief Hostel Superintendent
5. All Faculty Members
6. Finance Section/Engineering Section
7. Fac I/c Admin, Gen (Admin), Nursing, Security, Housekeeping
8. AAO
9. IT Cell for wider publication and hoisting in website.
10. Office copy

For circulation to the all stakeholders/employees in the Department/Section