



स्वास्थ्य एवं परिवार कल्याण मंत्रालय के तहत सांविधिक निकाय
Statutory Body under the Ministry of Health & Family Welfare

F.No. 2-63/2021-INC

Dated 25 MAY 2021

Circular

Sub:- Change in mode of receipt of all communications to Indian Nursing Council (INC) through e-mail as well as sending reply from INC through e-mail only reg.

INC has been in receipt of various communications (dak) through normal post, speed post (i.e hard copies) as well as through e-mail (soft copy). It is brought to the notice of all concerned that, keeping in view of the difficulties in receipt and issue of hard copies of communications, especially in view of the threat of infection due to COVID pandemic, **it has been decided that henceforth all communications(dak) to INC should be addressed through e-mail only in the mail- id given below, with immediate effect.**

e-mail id:-nodalofficer.inc@gov.in

It may also please be noted that, henceforth reply from INC for all types of communications will be sent through e-mail only. E-mail address for issue of communication from INC is as below.

e-mail id:-despatch.inc-mohfw@gov.in

It may noted that this is a no reply facility. As such no communication by recipients should be sent to this e-mail id:- (despatch.inc-mohfw@gmail.com)

It is again clarified that all communications addressed to INC should be sent in the e-mail Id:- **nodalofficer.inc@gov.in** only.

It is requested that all concerned may please note the change as above in the mode of receipt and issue of communication to/ from INC. **Since INC will not be in a position to send reply through post, should be invariably indicated in the communication to INC along with the complete address of sender designation institution name and complete address. If it is a communicatin from an institution found suitable be INC, school code along with fees code shall also be mentioned.**

Lt Col (Dr) Sarvjeet Kaur
Secretary

Copy to

1. INC website
2. All Staff/ Contractual Employees
3. All SNRC/ Universities

उपचर्या शिक्षा के एकसमान मानक प्राप्त करने के लिए प्रयासरत
Striving to Achieve Uniform Standards of Nursing Education

Website: www.indiannursingcouncil.org E-mail: secy.inc@gov.in

Phone: 011-66616800, 66616821, 66616822