

**OFFICE OF THE DIRECTOR**  
**VEER SURENDRA SAI INSTITUTE OF MEDICAL SCIENCES & RESEARCH**  
**BURLA, DIST: SAMBALPUR (ODISHA) PIN -768017**  
**Email: [director@vimsar.ac.in](mailto:director@vimsar.ac.in); Website [www.vimsar.ac.in](http://www.vimsar.ac.in)**

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**APPOINTMENT ORDER**

No. 445 /Director, VIMSAR

Dt. 28.06.2022

**Subject- Engagement of Assistant Professors on Contractual/ Deputation basis vide Advertisement Notice No. 225/ Director, VIMSAR dated 19.04.2022.**

In pursuance of the resolution of Selection Committee meeting held on Dt. 22.06.2022, vide Advertisement Notice No. 225/ Director, VIMSAR dated 19.04.2022 and after compliance to objections received from applicants as per rules, the following doctors are hereby appointed as Assistant Professors in different disciplines as mentioned against their names on contractual/deputation basis with terms and conditions as laid down here under. The Appointment shall be subject to finalization of WP(c) No. 12601 of 2022.

Sl. No.	Discipline	Name of Candidate	Direct / OMHS	Current Posting Details	Nature of appointment	Corresponding Address
1.	Anesthesiology	Dr. Sunanda Gupta	Direct	DHH, Sambalpur	Contractual	Qr. No. D/8, Near Old paediatric ward, Burla, Sambalpur-768017 Email- <a href="mailto:gupta1410sunanda@gmail.com">gupta1410sunanda@gmail.com</a>
2.		Dr. Neha Padhi	Direct	SR, Anaesthesiology VIMSAR	Contractual	At- Pattanaik pada, Po-Jhaduapada, Dist-Sambalpur, 768001 Email- <a href="mailto:nehapadhi@gmail.com">nehapadhi@gmail.com</a>
3.		Dr. Sapan Kumar Jena	In-service	SR, ANAESTHESIOLOGY, VIMSAR	Deputation	Dept. of Anaesthesia, VIMSAR, Burla, Sambalpur-768017 Email- <a href="mailto:spnjena@gmail.com">spnjena@gmail.com</a>
4.	Biochemistry	Dr. Rita Rani Sahu	In-service	H & FW, Odisha	Deputation	At- Gopal Vihar, Po-Dhanupali, Dist-Sambalpur, 768005 Email- <a href="mailto:drrita76sahu@gmail.com">drrita76sahu@gmail.com</a>
5.		Dr. Sushma Soreng	In-service	Tutor, Biochemistry, VIMSAR	Deputation	Behera Stores, Sourav vihar, Burla Sambalpur, 768018 Email- <a href="mailto:sushmaidwar@gmail.com">sushmaidwar@gmail.com</a>
6.	Community Medicine	Dr. Namrata Panigrahi	Direct	xx	Contractual	C/20, Lane-2, Pradhan para, Budharaja, Sambalpur, 768004 Email- <a href="mailto:namrata.scb.ctc@gmail.com">namrata.scb.ctc@gmail.com</a>
7.		Dr. Sanjeeb Kumar Mishra	Direct	SR, Community Medicine, VIMSAR	Contractual [Appointed as Epidemiologist-cum-Assistant Professor]	At- Lalita Enclave, Samalei padar, Sakhipada, Ps-Dhanaupali, Sambalpur, 768001 Email- <a href="mailto:dr.skm17@gmail.com">dr.skm17@gmail.com</a>
8.		Dr. Sasmita Pradhan	Direct	xx	Contractual	Majhipali, Burla, Sambalpur, 768017 Email- <a href="mailto:saisasmitapradhan@gmail.com">saisasmitapradhan@gmail.com</a>

9.	Dentistry	Dr. Rupsa Nayana Rout	Direct	xx	Contractual	Flat No. A 201, Biswanath Enclave, Shree vihar, Po-Chandrasakhar pur, Patia, Bhubaneswar, 751031. Email- <a href="mailto:rupsanayanarout@gmail.com">rupsanayanarout@gmail.com</a>
10.	General Medicine	Dr. Hrudaya Barik	In-service	VIMSAR, Burla	Deputation	At-Goudpali, PS-Burla, Sambalpur, 768017 Email- <a href="mailto:hbarik88@gmail.com">hbarik88@gmail.com</a>
11.	General Surgery	Dr. Chinmaya Kar	In-service	Divisional Hospital, Rairakhol, Sambalpur	Deputation	At-Sud Divisional Hospital, Rairakhol, Po/ PS-Rairakhol, Dist-Sambalpur, 768106 Email- <a href="mailto:chinmayakar29@gmail.com">chinmayakar29@gmail.com</a>
12.		Dr. Sunil Sahu	In-service	SR, VIMSAR, Burla	Deputation	Krishna Nivas, Bhatali Road, Ward No.5, Bargarh, 768028 Email- <a href="mailto:suneelsahu@yahoo.com">suneelsahu@yahoo.com</a>
13.	O & G	Dr. Varsha Gupta	Direct	SR, OG, VIMSAR	Contractual	Pragativihar, Near Old Ainthapali check Gate, Jharsuguda Road, Sambalpur Email- <a href="mailto:varsha.gupta141290@gmail.com">varsha.gupta141290@gmail.com</a>
14.		Dr. Pramod Kumar Sahoo	In-service	SR, AIIMS, BBSR	Deputation	At/ Po-Jhinti Sasan, Via-Balakati, Dist-Khordha, 752100 Email- <a href="mailto:drpramodmsog@gmail.com">drpramodmsog@gmail.com</a>
15.	Orthopedics	Dr. Jugaratna Khatua	In-service	SR, Orthopaedics, SCB, Cuttack	Deputation	At-Ramachandrapur, Po-Sakarpara, Cuttack, 754209 Email- <a href="mailto:juga009@gmail.com">juga009@gmail.com</a>
16.	Pediatrics	Dr. Satya Brata Padhy	In-service	SR, Paediatrics, VIMSAR, Burla	Deputation	Room No.-414, SR Hostel VIMSAR, Burla, Sambalpur-768017 Email- <a href="mailto:satbratpad@gmail.com">satbratpad@gmail.com</a>
17.	Pathology	Dr. Bhagyashree Khatua	In-service	SR, Pathology, VIMSAR	Deputation	Akash Nivas, New colony Sadeipali, Burla, Sambalpur-768017 Email- <a href="mailto:bhagyashreekhatua@gmail.com">bhagyashreekhatua@gmail.com</a>
18.		Dr. Pragnya Parimita Nayak	In-service	SR, Pathology, VIMSAR	Deputation	At-Malipara Fatak, po-Budharaja, Sambalpur-768004 Email- <a href="mailto:pragnya3@gmail.com">pragnya3@gmail.com</a>
19.		Dr. Ipsita Pradhan	Direct	xx	Contractual	At-Bhatali chowk, Bharati Nagar, Ward No.18, Bargarh-768028 Email- <a href="mailto:pradhan.yupty@gmail.com">pradhan.yupty@gmail.com</a>
20.		Dr. Narendra Kumar Majhi	In-service	Tutor, SLN MCH, Koraput	Deputation	Ward No-11, At/ Po-Fakirpur, Keonjhar-758022 Email- <a href="mailto:drnarendraz6@gmail.com">drnarendraz6@gmail.com</a>
21.		Dr. Laxmi Triya	Direct	xx	Contractual	F4 303, Solalia Phase-2, BAIF Road, Near RMC Gardan, Wagholi, Pune, Maharastra-412207 Email- <a href="mailto:tsiyalaxmi@gmail.com">tsiyalaxmi@gmail.com</a>

22.	Pathology	Dr. Gouranga Charan Prusty	In-service	DHH, Keonjhar	Deputation	At-Naudpur, Po-Sankhachila, Ps-Panikoili, Dist.-Jajpur-755015
23.	Pharmacology	Dr. Khushbu Agrawal	Direct	SR-Pharmacology, VIMSAR	Contractual	Ambica sales corporation, varun plaza, Ainthapali, Sambalpur- 768004 Email- <a href="mailto:khushbu9556@gmail.com">khushbu9556@gmail.com</a>
24.	Physiology	Dr. Shehin M	Direct	SR, VIMSAR, Burla	Contractual	Bajrang Marg, Basant Vihar, Burla, Sambalpur-768019 E-Mail- <a href="mailto:shehinm@gmail.com">shehinm@gmail.com</a>
25.	Psychiatry	Dr. Rajanikant Meher	Direct	SR, Psychiatry, VIMSAR	Contractual	Room No-330, SR Hostel, VIMSAR, Burla, Sambalpur-768017 Email- <a href="mailto:rajeshkumarmeher8@gmail.com">rajeshkumarmeher8@gmail.com</a>
26.	Pulmonary Medicine	Dr. Gourahari Pradhan	Direct	XX	Contractual	Driver Colony, Govindtola, Dhanupali, Sambalpur-768005 Email- <a href="mailto:drghpradhan@gmail.com">drghpradhan@gmail.com</a>

**Terms & Conditions:**

1. The engagement shall be purely temporary and may be extended on year to year tenure basis subject to satisfactory performance for maximum up to 4 years or till regular appointment against the post or till superannuation or till further orders whichever is earlier. However, the authority reserves the right to terminate the services of the faculty with one month prior notice from either side or till appointment of regular faculty, whichever is earlier.
2. **All the terms and conditions as per Government Resolutions No.5202/H. Dt. 26.02.2019 and No. 32988/ H Dt. 09.12.2021 shall be applicable.**
3. The appointees are entitled for consolidated remuneration of Rs. 75,000/- per month. In addition to above, any incentive as may be notified by the Government shall be allowed.
4. The in-service candidates shall be allowed usual salary and any incentive as may be notified by Government.
5. The direct candidates are required to join **within 15days from the date of issue of the appointment order**. In-service candidates shall **join after getting relieved** from their place of posting on govt. order. Non-compliance shall lead to forfeiture of their claim of appointment.
6. The candidates who, after being selected, do not join or leave the job without prior notice of one month shall not be considered for subsequent advertisements for three years.
7. The offer of appointment is purely provisional and subject to fulfilment of all eligibility criteria such as age, educational qualifications, teaching experience, etc. as per the advertisement and if it is found to be false at any stage then the offer of appointment shall be treated as cancelled even after joining in the post.

8. Dr. Jugaratna Khatua and Dr. Varsha Gupta appointed as Assistant Professor in Orthopaedics and O&G respectively had submitted document retention certificates by Dean & Principal, SCB Medical College, Cuttack. These candidates will have to report to the office of Registrar for joining along with all their original documents for verification and re-calculation of their career score.  
They will be allowed joining after their original documents and career scores are found to be in order, failing which the appointment order will be cancelled.
9. The selected candidates shall join before the respective Head of the Departments by submitting the following documents [except Dr. Jugaratna Khatua, Orthopaedics and Dr. Varsha Gupta, O & G ];
- Joining report.
  - Bond towards agreement for contractual service as per appendix-I including annexure-I [word file is available in the flash section of the institute website i.e. vimsar.ac.in].
  - Relieve/Transfer Order of Government from the last place of posting for candidates under deputation.
  - Two Character Certificates from two Group-A Officers. [for direct candidates]
  - Medical Fitness Certificate. [for direct candidates]
  - Declaration of non-plural marriage. [for direct candidates]
  - Two recent coloured passport size photographs.
  - Oath of Allegiance to the Constitution of India. [for direct candidates]
  - Attestation form in duplicate duly filled in. [for direct candidates]
  - Caste Certificate (in case belongs to SC / ST / SEBC).
  - OGFR forms (6 sets).

*WtW*  
*29/6/22*  
DIRECTOR  
VIMSAR, Burla  
DIRECTOR  
VIMSAR, Burla

Memo No. 446 / Director, VIMSAR Dt. 28.06.2022

Copy forwarded to Officers concerned for information and necessary action with instructions to join along with the documents mentioned as per clause-9 of this appointment order.

*WtW*  
*28/6/22*  
DIRECTOR  
VIMSAR, Burla  
DIRECTOR  
VIMSAR, Burla

Memo No. 447 / Director, VIMSAR Dt. 28.06.2022

Copy forwarded to PS to Additional Chief Secretary to Govt., Health and Family Welfare Department, for kind information of Honourable Additional Chief Secretary; His august office is requested to kindly issue orders for transfer and relieve of the in-service candidates on deputation basis at an early date.

*WtW*  
*28/6/22*  
DIRECTOR,  
VIMSAR, Burla  
DIRECTOR  
VIMSAR, Burla

Memo No. 448 / Director, VIMSAR Dt. 28.06.2022

Copy forwarded to Director of Medical Education and Training, Odisha for favour of kind information.

Copy forwarded to Director of Health Services, Odisha for favour of information.

*hats 28/6/22*  
DIRECTOR,  
VIMSAR, Burla  
DIRECTOR  
VIMSAR, Burla

Memo No. 449 / Director, VIMSAR Dt. 28.06.2022

Copy forwarded to Dean, VIMSAR/Superintendent, VIMSAR/Registrar, VIMSAR /Head of concerned department for favour of information and necessary action.

*hats 28/6/22*  
DIRECTOR,  
VIMSAR, Burla  
DIRECTOR  
VIMSAR, Burla

Memo No. 450 / Director, VIMSAR Dt. 28.06.2022

Copy forwarded to Dean & Principal/Medical superintendent of SCB/MKCG/SLN/PRM/FM/BB Medical College & Hospital for information.

*hats 28/6/22*  
DIRECTOR,  
VIMSAR, Burla  
DIRECTOR  
VIMSAR, Burla

Memo No. 451 / Director, VIMSAR Dt. 28.06.2022

Copy forwarded to HoD of concerned Department, VIMSAR for information and needful. She/ He is requested to accept the joining report of the appointee after verifying that the appointee has submitted the documents as per clause-9 of this appointment order and then forward it to Dean, VIMSAR for further necessary action.

**Joining of Dr. Jugaratna Khatua and Dr. Varsha Gupta appointed as Assistant Professors in Orthopedics and O & G respectively can only be accepted after getting clearance from the office of the Registrar, VIMSAR.**

*hats 28/6/22*  
DIRECTOR,  
VIMSAR, Burla  
DIRECTOR  
VIMSAR, Burla

Memo No. 452 / Director, VIMSAR Dt. 28.06.2022

Copy forwarded to Accounts Officer/Librarian, VIMSAR for information.  
Copy to personal file.

*hats 28/6/22*  
DIRECTOR,  
VIMSAR, Burla  
DIRECTOR  
VIMSAR Burla

On Rs. 20/- paper

**AGREEMENT FOR CONTRACTUAL SERVICE**

This Agreement is made on \_\_\_\_\_, at \_\_\_\_\_

**BETWEEN**

VSS Institute of Medical Sciences & Research, Burla hereinafter called VIMSAR, Burla represented through Dean, VIMSAR, Burla herein after called the "FIRST PARTY" on one part and \_\_\_\_\_ hereinafter called the "SECOND PARTY" on the other part.

**WHEREAS VIMSAR**, Burla desires to engage the services of the Second Party ( \_\_\_\_\_ ) as per the terms and conditions hereinafter set forth;  
**AND**

Now, therefore, the parties hereto agree as follows

**1. TERMS OF REFERENCE:**

a. The Second Party will be assigned the position as \_\_\_\_\_ at ( \_\_\_\_\_ ).

The objectives and job responsibilities of Assistant Professor is **annexed**.

These terms of reference may be modified from time to time, as may be required in the interest of the State/ VIMSAR. The working hours and holidays shall be those applying to the State Government to which the Second Party is assigned.

b. The Second Party will work as ( \_\_\_\_\_ ) under the direction and administrative control of the Director, VIMSAR, Burla.

**2. DURATION OF AGREEMENT:**

a. The contract shall be for a period of 365 calendar days from \_\_\_\_\_ and may ordinarily, subject to satisfactory performance of duties and midterm evaluation of the work concomitant to the provisions of this agreement be renewed yearly for a maximum period of four years. The Second Party shall neither have any right or lien on the contractual job and the services shall stand automatically terminated at the expiry of the contract period.

b. There will be performance appraisal every year and if two consecutive appraisals are average the contract will stand automatically cancelled.

**3. TRAVEL & DAILY ALLOWANCE:**

The norms of State Government will be applicable to the relevant category of contractual employee.

**4. LEAVE:**

The Second Party shall be entitled to the following leave provisions. The leave remaining unutilized at the end of the contract shall not be en-cashed. The special kind of leaves i.e. maternity and paternity may be allowed without remuneration.

- Casual leave : 15 days per annum
- Paternity Leave : 15 days as per norms of the H & FW Department.
- Maternity Leave : 180 days as per norms of the H & FW Department.

## **5. STATUS OF THE SECOND PARTY (SIGNATORY):**

The Second Party shall have the status of contractual employee and shall not be considered in any respect as a regular employee of VIMSAR, Burla nor will they be considered for regularization in future.

## **6. RIGHT AND OBLIGATION OF THE SECOND PARTY (SIGNATORY):**

- a. The rights and obligations of the Second Party are strictly limited to the terms and conditions of this Agreement. Accordingly, the Second Party shall not be entitled to any benefit, payment, subsidy, compensation or pension from Govt. of Odisha/ VIMSAR, Burla.
- b. The Second Party shall not be exempted from taxation as per income tax laws of Government of India.

## **7. RECISSION:**

- a. Either party may rescind the Agreement at any point of time by giving the other party, at least one month notice in writing of its intention to do so, and is mandatory for both parties of this Agreement. However, the period of notice can be reduced to 15 (fifteen) days or fifteen days salary in lieu thereof by the first party in the following circumstances.
  - i. If the post of the second party ceases to exist or not approved by Govt. or abolished at any point of time for some reasons or others.
  - ii. If the funding under any head for the post held by any contractual employee ceases at any point of time.
- b. Whenever the Second Party does not attend the duties from the date of submission of his/her resignation to the Competent Authority, without waiting for completion of one month mandatory notice period from the date of such submission of resignation or acceptance of his resignation, whichever is earlier, the Second Party shall forfeit his/her claims on the pending financial dues if any from the HFWD / VIMSAR, Burla and the First Party shall have the liberty, not to issue any NOC or Experience Certificate for such omission on the part of Second Party.

## **8. TERMINATION:**

- a. In case of improper conduct by the Second Party, the Dean/ Director, VIMSAR may terminate this Agreement and no compensation shall be payable in such a case.
- b. In case a regular faculty joins, the contract will be terminated or the deputation shall be cancelled and the second party shall be reverted to the original cadre.
- c. This contract is issued on the understanding that all the information given by the Second Party in his application form and during the interview are correct, true and complete. If it is found at any point of time that the information given when seeking appointment is not complete and false and/or any significant information has been knowingly suppressed, VIMSAR, Burla will have the right either to withdraw this letter of contractual engagement before he/she joins or terminate appointment at any point of time after he/she has taken up service with the VIMSAR, Burla. without any notice or compensation.
- d. Notwithstanding anything contained here-in-above, the services of the Second Party may be terminated at any point of time by the competent authority of the VIMSAR, Burla, if the Second Party is found to be involved in criminal offence or guilty of any insubordination, intemperance or other misconduct or of breach or nonperformance or at the completion of the contract period as mentioned.

**9. JOB ABANDONMENT:**

The Second Party is deemed to have abandoned her/his job when for a period of 15 consecutive days, she/he has been absent without the permission of the higher authority.

**10. BREACH OF TRUST:**

Whenever the Second Party commits any breach of trust with gross violation of established procedures, guidelines and instructions of the HFWD/ VIMSAR, Burla communicated from time to time by mis-utilising his official position and not in consonance with the objectives of the work assigned & also whenever, the Second Party commits any breach of trust with misappropriation of funds and resources of VIMSAR, Burla which he is responsible for management and utilization or otherwise by virtue of his position, the Second Party is liable for such criminal proceedings as deemed fit by the First Party even after rescission, resignation, termination or otherwise abandonment of the contract, notwithstanding anything otherwise contained in the Contract.

**11. TITLE RIGHTS:**

The title rights, copyrights and all other rights of whatsoever nature in any material produced in the framework of this Agreement shall be vested exclusively with VIMSAR, Burla.

**12. CONFIDENTIALITY:**

The Second Party shall exercise utmost discretion with regard to all official matters. He shall not communicate to any person any information known to him by reason of his official position which has not been made public, except in the course of his duties or by authorization of VIMSAR, Burla. These obligations do not cease with expiry of this Agreement.

**13. PERFORMANCE OF DUTIES AND STANDARDS OF CONDUCT:**

- a. In the performance of his duties as per the agreement, the Second Party shall be exclusively responsible to HFWD/ VIMSAR and shall neither seek nor accept instruction from any external agency, unless otherwise as directed except those specified in Annexure -1.
- b. The Second Party shall not engage in any activity that is incompatible with those purpose and principles or the proper discharge of his duties with the HFWD/ VIMSAR. She/he shall avoid any action and in particular any kind of public pronouncement which may adversely reflect on the relationship or on the integrity, independence and impartiality which are required by her/his relationship with the HFWD/ VIMSAR.
- c. That it is mutually agreed that the Second Party shall not indulge in or take part in any association/organization activities that will be detrimental to the interest of the HFWD/ VIMSAR, Burla in any way.
- d. Any favour, gift or remuneration from any source shall not be accepted unless approval from VIMSAR, Burla has been obtained and communicated.

**14. AMENDMENT:**

This Agreement may be amended as and when required by VIMSAR, Burla.

**15. SETTLEMENT OF DISPUTES:**

Any claim or dispute relating to the interpretation of the execution of the present agreement relating to the conditions of service shall be settled by Director, VIMSAR, Burla, whose decision shall be final and binding.

**16. MISCELLANEOUS:**

Any administrative order(s) relating to or redefining the role & responsibilities of the contractual employees either in addition to or in modification to her/his present responsibilities, not being the part of Contractual Service Agreement, will hereafter, be construed as a part of the agreement defining her/his job responsibilities.

**Signed by the Second Party**

Signature:

Name:

Address:

Date:

Ph. No.:

**Witness- 1**

Signature:

Name:

Address:

Date:

**Signed by First Party**

**(Dean, VIMSAR)**

Signature:

Name:

Dean:

Date:

**Witness- 2**

Signature

Name:

Address:

Date:

### **UNDERTAKING**

I, do hereby, undertake that I have purchased the Stamp Paper worth Rs. 20/- (Rupees Twenty) only from a Registered Vendor and the contents printed in the Contractual Service Agreement so submitted along with this undertaking as per the draft contractual service agreement supplied to me officially and that, I shall be held responsible, if any addition(s)/ alternation(s) are noticed subsequently in the said agreement & appropriate actions deemed fit, can be taken against the undersigned for the same.

**Signature in Full Date**

**Position held**

**Place of Posting**

**JOB RESPONSIBILITIES OF ASSISTANT PROFESSORS**

The Assistant Professor are required to perform the following duties and as may be assigned to them by the Head of Departments/ Dean & Principals.

1. Bed side Teaching / Tutorial Teaching / didactic teaching including teaching in Practical / Demonstration / Theory Teaching and Field Teaching where necessary.
2. Maintain attendance registers of the students and their progress records.
3. Duties connected with the conducting the examination of the students.
4. Manage Laboratory and Demonstration Work.
5. Examination of Samples / Imaging etc.
6. Involvement in Research activities and taking part in the Seminar.
7. Take care of the patients in the Wards / Operation Theatre / Labour Room etc.
8. Accompany Head of the Unit / Department in his ward round.
9. Carry out of the instructions of the senior teachers / Head of the Unit / Department with regard to investigation and treatment of patients / administration of anaesthesia etc.
10. Maintain records of the patients in the wards and of their discharge or death. In case of birth and death, he will report to Record-Room for onward transmission to the Municipality.
11. Follow up necessary compilation of the records in the Record-Room. In Medico-legal cases they are to process the records for the Court / Police.
12. On the allotted days, carry out treatment of the out patients and take up admission of patients to the indoor as per guidance of the Senior Teacher / Head of the Unit.
13. Perform emergency duties in the Wards / Causality / Operation theatre as the case may be and remain in the place of duty physically. While on duty, they may look to the general condition of the ward, supervise the work of the staff on duty and report to the Head of Department / Unit in case he considers necessary.
14. During the emergency duty, they are to attend the patients and take care of their treatment and if necessary requisition the necessary services of Senior Teacher / Head of the Unit.
15. Remain in-charge of the Museum and be responsible for preservation of specimens etc.
16. Remain in-charge of the stock and store of the Unit / Department if required by Head of the Department / Unit.
17. Perform Medico-legal work.
18. Attend Courts on receipts of summons as and when necessary.
19. Attend to extracurricular responsibilities (Hostel, Library, Athletics, Academic Societies, and N.S.S. etc.) as will be assigned by the Head of the Institution.
20. Perform any other work in the interest of the Institution / Public duty as will be assigned by the Head of the Institution/Department / Unit from time to time.