



Government of Jammu and Kashmir

Government Medical College & Associated Hospitals Srinagar
10-Karan Nagar, Srinagar, J&K-190010
(Hospital Section)



Subject: Streamlining of Administrative Affairs regarding transfer of all the cadres of this institution.

ORDER: 862-AH of 2026
DATED: 09 -02-2026

WHEREAS, the officials of Anesthesia and Radiology Cadre of this institution are approaching this office for service related matters/cases including Probation Confirmation, Declaration of Quasi Permanent etc;

AND WHEREAS, among others place of posting is one of the pivotal requisite documents for processing the service related cases of all the officials;

AND WHEREAS, the cases of the officials of the said cadres were forwarded to the concerned DDO's for furnishing of exact details including place of postings of the respective cases;

AND WHEREAS, the concerned Medical Superintendent(s)/ DDO's have submitted that they are not in knowledge of the posting details of the officials of Anesthesia & Radiology Cadre as the inter-hospital transfers of the cadre are issued by the concerned HOD.

AND WHEREAS, it is learnt that Medical Superintendents are transferring the officials of Laboratory Unit etc on their own, thereby disturbing the centralized human resource information/ audit at this office;

AND WHEREAS, upon examining the said cases while comparing it with the HRMS profile, it has become a herculean job for this office to process the service related matters of the said officials as the ongoing process leads to data mismatches, lack of real time updates and audit trial issues.

AND WHEREAS, the transfer of all the cadres viz Nursing, Paramedics, supportive services, Ministerial etc of this institution is centralized and managed at the Administrative level in the office of undersigned;

NOW THEREFORE, in-order to set out/streamline all the records, bring uniformity and in the interest of smooth functioning of administrative affairs as well as its speedy disposal and to ensure all the transfers are recorded uniformly in the HRMS while following its protocol and audit requirements centralized handling & standardized workflow, **it is hereby ordered that the transfer related matters of all the cadres of this institution including Anesthesia & Radiology cadre shall always be issued from this office only**, which is the central authority. However the HOD concerned may submit recommendation list for transfer of officials to this office and the cases will fully be dealt as per the transfer policy.

No: GMCs/Est-I/Circular/ 8706 - 13

Copy for information and n/a to the:

1. Secretary to the Government, Health & Medical Education Deptt., Civil Secretariat Jammu/ Srinagar.
2. Principal/Dean Govt. Medical College Srinagar.
3. Head of the Department _____ (All) GMC Srinagar
4. Personnel Officer Associated Hospitals Srinagar
5. Medical Superintendent Govt. _____ (All) Hospital Srinagar.
6. FA/Chief Accounts Officer, Govt. Medical College Srinagar.
7. Accounts Officer Associated Hospitals Srinagar.
8. Block Medical Officer, Block Hazratbal Srinagar.


Mohammad Ashraf Hakak (JKAS)

Administrator,

Associated Hospitals, Srinagar.

Dated: 09 -02-2026