



Government of Jammu & Kashmir

Government Medical College Srinagar

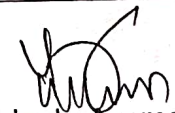
10-Karan Nagar, Srinagar, Kashmir, 190010. Phone No: 0194-2504114, FAX: 0194-2503115

Subject: Submission of attendance reports of Medical Interns of GMC Srinagar.

CIRCULAR

The practice of submission of individual attendance reports of Medical Interns by all the Heads of Departments (HOD's) of Government Medical College, Srinagar need to be stopped immediately as the process is time consuming and sometimes stipend of many interns remain unpaid due to this process. As such all the HOD's of Government Medical College, Srinagar are requested to instruct the Interns under their control to get their monthly attendance signed in a single proforma from all the HOD's where they are posted in the reporting month in a below devised format.

S.No.	Name of the Intern	Name of the Department in which posted	Attendance from	Attendance to	Seal & signature of the concerned HOD


Tahleela Assmat (JKAS),
FA/ Chief Accounts Officer
GMC Srinagar

No: MC/Acctts/2314
Dated: 29-03-2025

Copy to the: -

1. All Heads of Departments of GMC Srinagar for information and necessary action.
2. Dy.Registrar, Academics, Government Medical College, Srinagar for information and necessary action.
3. PA to Principal/ Dean, GMC Srinagar for information of the PMC.
4. I.T Section for uploading on website.