



Government of Jammu & Kashmir

# GOVT. MEDICAL COLLEGE,

10-Karan Nagar, Srinagar, J&K-190010

[HOSPITAL SECTION]



Subject:-Placement on Stop Gap Arrangement in Nursing Unit (I/c Assistant Matron).

**Order No:- 85 -AH of 2025.**  
**Dated :- 07 -05 -2025.**

Without prejudice to the seniority of others and as recommended by the Establishment Committee held on 05-05-2025 and subject to the confirmation by Departmental Promotion Committee, sanction is hereby accorded to placement of following Nursing Supervisor carrying pay Level-6E (35900-113500) as I/c Assistant Matron in pay Level-7 (44900-142400) in her own pay and grade with charge allowances as admissible under rules on Stop Gap arrangement basis on the vacancy indicated against her for a period of six months or till the post is filled up by the Competent Authority/DPC whichever is earlier.

S.No	Name of the official	Present Place of Posting	Placed against the post at
01	Mrs. Rafiq Bano	Govt. Bone and Joint Hospital Srinagar	Against the available post at Govt. Children Hospital Srinagar caused vacant due to retirement of Naseema Bano (Farooq) on 31-03-2025.

**The placement is subject to the following terms and conditions:-**

- That, the above arrangement is temporary and shall not confer any preferential right on the official to hold the post on substantive basis or claim promotion which shall be made in accordance with the rules.
- That, the above arrangement is purely on Stop Gap Arrangement Basis for a period of six months or till the post is filled up by the competent authority/DPC whichever is earlier.
- That, the above arrangement is subject to the final outcome of the writ petition(s) pending before Hon'ble Court of Competent Jurisdiction or departmental proceedings pending against any official, if any or any order already passed, but not brought into the notice of Establishment Committee.
- That, the above arrangement is further subject to the clearance and acceptance of the service details/records submitted in the prescribed J&K Human Resource Management System (HRMS) portal.
- That, the concerned DDO shall ensure that the appointment order in respect of the above official has been issued by competent authority in terms of the norms issued by Government from time to time before entertaining the necessary promotion entries in the service records of the respective official.
- That the placement is subject to the amendment and rectification of the recruitment rules from the Administrative Department during the course of finalization process of recruitment rules.
- That, the official shall continue to work at her present place of posting till further orders, transfers and postings if necessitated shall be issued separately.

  
[Mohammad Ashraf Hakak, JKAS]  
Administrator  
Associated Hospital Srinagar

Dated:- 07-05-2025.

NO:-GMCS/HS-098/OPG/ 772-75

Copy for information and necessary action to the:-

1. Principal/Dean, Government Medical College Srinagar.
2. Personnel Officer Associated Hospitals Srinagar.
3. Medical Superintendent Govt. **BJH/Children** Hospital Srinagar.
4. In-charge I.T. Section, GMC Srinagar for n/a.
5. Concerned official for information.
6. Order file for record and reference.





**Govt. Medical College & Its Associated Hospitals, Srinagar**  
**Minutes of Establishment Committee (Est-III).**



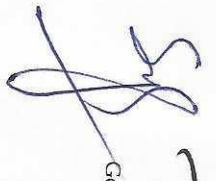
**MINUTES OF THE MEETING OF ESTABLISHMENT COMMITTEE, GOVT. MEDICAL COLLEGE, SRINAGAR**  
**(NON-GAZETTED- EST-III) HELD ON 05<sup>TH</sup> OF MAY, 2025.**


**The following officers attended the meeting:-**

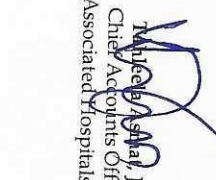
- I. Mr. Mohd Ashraf Hakak (JKAS), Administrator, Associated Hospitals, Govt. Medical College, Srinagar. (Chairman)
- II. Mrs. Yasmeen Jan (JKAS), Personnel Officer, Associated Hospitals, Govt. Medical College, Srinagar. (Member Secretary)
- III. Mrs. Tahleela Asmat (JKAS), Chief Accounts officer, Govt. Medical College, Srinagar. (Member)
- IV. Mr. Fayaz Ahmad Bhat (JKAS), Administrative Officer, Govt. Medical College, Srinagar. (Member)
- V. Mrs. Nadiya Khanday (JKAS), Accounts officer Associated Hospitals Srinagar. (Member)

I. The agenda note circulated by the Member Secretary was discussed in detail, keeping in view the all relevant parameters, the committee after due deliberation on the agenda point took the following decisions on the basis of the following terms and conditions:-

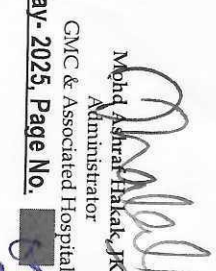
- I. That the agenda items/points put before the designated Committee are of critical nature gaps which needs to be considered for overall patient care and administration in terms of Government order No. 635 JKGAD of 2024 dated 16-02-2024 followed by order No. 1998 JKGAD of 2024 dated 28-11-2024.
- II. That the roster slots as shown against each agenda point have been implemented/utilized strictly in terms of the guidelines issued by the General Administrative Department, J&K vide No. GAD/MTG/RB-IV/04 dated 21-06-2016 and in accordance with roster schedule prescribed under SRO-144 dated 28-05-2008.
- III. That, OPG orders in favour of the promoted official(s) shall be issued only after receiving latest/valid vigilance clearance reports from General Administrative Department and further subject to final outcome of writ petitions before Central Administrative Tribunal (CAT)/Competent Court of Law, if any or any order already passed, but not brought into the notice of Establishment Committee and further subject to final outcome of departmental proceedings pending against any official(s), if any and further subject to the confirmation by the departmental Promotion Committee.
- IV. That the promotion in favour of the officials under consideration is also subject to the clearance and acceptance of the service details/records submitted in the prescribed J&K Human Resource Management System (J&KHRMS) portal at their respective DDO's/ Controlling Officers.
- V. That the ECM agenda proposed by the Member Secretary/Dealing Assistants was discussed in detail with reference to connected service records of the officials under consideration, final seniority lists issued by the department, Annual Performance Reports (APR's) of last three years, vigilance Clearance reports by J&K GAD, Work and Conduct Certificate furnished by concerned controlling officers/ DDO's, integrity certificate and minimum qualification and method of recruitment as per Government order No. 456 JK-HME of 2023 dated 02-06-2023, etc. and keeping in view all the relevant parameters the committee after due deliberations on each agenda item/ point took the decisions as reflected against each agenda point.
- VI. That the concerned DDO's shall ensure that the appointment orders in respect of the promotees have been issued by competent authorities in terms of the norms issued by Government from time to time before entertaining the necessary promotion in the service records of the respective officials.
- VII. That the promotions/ confirmations have been granted in favour of the officials as per the final seniority lists issued in respective units and the DDO's shall ensure that there is no claim against any unit/category/official with regard to seniority from any member of the concerned Unit/category, who is figuring over and above the promotees.

  
**Fayaz Ahmad Bhat, JKAS**  
 Administrative Officer  
 Govt. Medical College Srinagar

  
**Nadiya Khanday, JKAS**  
 Accounts officer  
 Associated Hospitals Srinagar

  
**Tahleela Asmat, JKAS**  
 Chief Accounts Officer  
 Associated Hospitals Srinagar

  
**Yasmeen Jan, JKAS**  
 Personnel Officer  
 Associated Hospitals Srinagar

  
**Mohd Ashraf Hakak, JKAS**  
 Administrator  
 Govt. Medical College Srinagar





**Govt. Medical College & Its Associated Hospitals, Srinagar**  
**Minutes of Establishment Committee (Est-III).**



Filling of the post = Promotion in Nursing Unit [Nursing Superintendent/Assistant Matron Category, Level-7 (44900-142400)].  
Method of Recruitment = 100% by promotion from Nursing Supervisor's Level-6E (35900-113500) with 03 years' Service as such as per Govt. Order No.: - 456-HME of 2023 Dated:- 02-06-2023.

**Abstract of Institution Wise Sanctioned Strength and Vacancy Position of the Category**

Name of the Institution	SMHS Hospital	Children Hospital	Lalla Ded	Bone & Joint	Psychiatry Hospital	Total
Sanctioned Strength	04	05	01	01	01	12
Filled	04	04	01	01	01	11
Vacancies	0	01	0	0	0	01

**Decision of the committee:-**

In light of the seniority list issued vide notification No. 3651-61 dated 24-10-2024, committee was intimated that roster points in terms of SRO-144 dated 28-05-2008 were utilized upto roster point (48) in the previous ECM and is carried forward now from the seniority list of the feeding unit (Nursing Supervisor's). Accordingly placement on Stop Gap Arrangement basis has been accorded to the official tabled below as I/c Assistant Matron in the pay Level-7 (44900-142400) on the vacancy and date shown against her after verification of connected service records in the shape of work and conduct, APRs and Integrity Certificate of candidates, etc.

**Service details of the official(s):-**

S. No	Roster Point	Name of the official	Serial No. in the seniority list	Date of Birth	Date of promotion as Nursing Supervisor	Presently Drawing Salary at	Placement on the post/ Cause of Vacancy	Recommendations of the Committee
01	49 ST	Rafiq Bano	10	05-05-1965	22-06-2019	Bone and Joint Hospital Srinagar	In-charge Assistant Matron in pay level-7 on OPG basis subject to the confirmation by Departmental Promotion Committee against the available post at Govt. Children Hospital Srinagar caused vacant due to superannuation of Naseema Bano (Farood), Ex. I/c Assistant Matron on 31-03-2025.	May be Cleared for the post of Assistant Matron on Stop gap Arrangement Basis subject to confirmation by DPC against de reserved ST post.

*[Handwritten signature]*

Fayaz Ahmed, JKAS  
Administrative Officer  
Govt. Medical College Srinagar

Dr. Sandeep K. J. JKAS  
Accounts officer  
Associated Hospitals Srinagar

T. Akshaya Asmat, JKAS  
Chief Accounts Officer  
Associated Hospitals Srinagar

Yasmeen Jan, JKAS  
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