



Health & Medical Education Department

GOVERNMENT MEDICAL COLLEGE, ANANTNAG

College Campus, Dialgam Anantnag J&K-192210

Subject: Guidelines for seeking permission to attend Conferences/CME's/Workshops by Faculty Members.

CIRCULAR

It has been observed by the undersigned that faculty members are not adhering to the guidelines/instructions in vogue for seeking permission to attend Conferences/CME's/Workshops, issued by this office from time to time, the latest being Circular No. GMCA/PS/4479-84 dated: 13-11-2025 and Circular No. GMCA/Estt/2025/7098-7104 dated: 07-10-2025;

Accordingly, it is once again notified for the information of all faculty members that the following instructions shall be strictly adhered to while seeking permission for attending Conferences/CME's/Workshops. Any application submitted in deviation of these instructions shall be rejected without any further notice:

1. Faculty members intending to attend any Conference/CME/Workshop shall apply for the permission through a formal application addressed to the concerned Head of Department, who after furnishing specific recommendations/comments thereon shall submit the same to the office of the Principal/Dean, Government Medical College, Anantnag, at least one month prior to the commencement of the event, clearly indicating the name, dates, venue and nature of the event.
2. The application shall invariably be accompanied by a brief note/report highlighting the expected academic/professional benefits to be gained from attending the event and the manner in which the same shall be advantageous to the institution.
3. Upon return, the concerned faculty member shall submit a brief report/note indicating the knowledge/skills acquired during the Conference/CME/Workshop and how the same can be utilized for the benefit of the institution.
4. All other instructions/guidelines contained in the aforementioned circulars shall also be followed in letter and spirit.

Sd/-
Principal/Dean
Govt Medical College
Anantnag

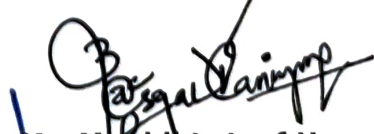
No. GMCA/Estt/2026/

Dated: 15.05.2026

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Copy to:-

1. All Head of Departments, GMC Anantnag for information with the direction to circulate it among the faculty staff and ensure strict compliance to the above instructions.
2. I/C website for uploading on college website.
3. Office Record File.


Mr. Muqbil Lateef Hussain (JKAS)
Administrative Officer
Govt. Medical College Anantnag