

GOVERNMENT OF JAMMU & KASHMIR
HEALTH & MEDICAL EDUCATION DEPARTMENT
GOVERNMENT MEDICAL COLLEGE, ANANTNAG
College Campus, Dialgam, Anantnag (J&K)-192210.
Email ID: principal-gmca@jk.gov.in

Subject: Drugs and Disposables, Machinery and Equipments, and Assets Auditing, Monitoring and Regulatory Committee-reg.

Order No.: **733**-GMCA of 2026
Dated: **14**-10-2026

In supersession of all previous orders issued heretofore on the subject, and In order to ensure effective monitoring, proper accounting, periodic verification, optimum utilization, prevention of wastage/misuse, and regulatory compliance in respect of **drugs, medicines, medical/surgical disposables, machinery, equipment and other movable assets** procured/held by Government Medical College, Anantnag and its Associated Hospitals, sanction is hereby accorded to the constitution of a **Drugs and Disposables, Machinery & Equipment, and Assets Auditing, Monitoring and Regulatory Committee** with the following composition:

S.No.	Officer	Position
1.	Principal, GMC, Anantnag	Chairman
2.	HOD, General Medicine, GMC, Anantnag	Member
3.	HOD, Community Medicine, GMC, Anantnag	Member
4.	HOD, Obstetrics & Gynaecology, GMC, Anantnag	Member
5.	HOD, Pharmacology, GMC, Anantnag	Member
6.	HOD, General Surgery, GMC, Anantnag	Member
7.	FA/CAO, GMC Anantnag.	Alt. Member Secretary
8.	Medical Superintendent, MMABMH, GMC, Anantnag	Member Secretary
9.	Dy. Medical Superintendent, M&CCH, GMC, Anantnag	Member
10.	Medical Officer Stores, GMC, Anantnag	Member
11.	Sr. Pharmacist, GMC, Anantnag	Member

The Chairperson may nominate/replace members as and when considered necessary in the interest of efficient functioning of the Committee.

The Committee shall also undertake periodic physical verification/inspection of stores, equipment and assets as per an approved schedule. Special inspections may be conducted on the directions of the competent authority.

The Member-Secretary shall maintain proper proceedings of each meeting and submit the recommendations/minutes to the Chairperson for approval.

A **quarterly compliance report** shall be submitted to the Principal, GMC Anantnag, indicating therein:

1. Stock/Asset verification undertaken.
2. Discrepancies noticed.
3. Expired/damaged/obsolete items.
4. Non-functional or under-utilized equipment.
5. Audit observations pending/complied with.
6. Corrective action taken.
7. Matters requiring approval/action of the competent authority.

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The concerned Heads of Departments, M.O Stores, Store In-charges, and other officials responsible for drugs, disposables, machinery, equipment and assets shall extend full cooperation to the Committee and produce all relevant records, registers, stock statements, asset registers and supporting documents whenever required.

The constitution of this Committee shall not absolve/relieve the concerned Heads of Departments, M.O Stores, Store In-charges, or other responsible officials of their individual responsibilities under the applicable rules.

The Committee may co-opt any subject expert/technical officer whenever specialized technical opinion is required.

The recommendations of the Committee shall be placed before the competent authority for approval and further necessary action, wherever required.

The Committee shall function in accordance with the applicable Government rules, financial rules, procurement procedures, inventory/stock accounting procedures and other statutory/regulatory instructions in force from time to time.

Sd/
Principal/Dean,
Government Medical College,
Anantnag.

No.:GMCA/Estt./ 8813-16

Dated: 14-10-2026

Copy to:

1. All HoDs, GMC Anantnag for information.
2. All above members of the Committee for n/a.
3. IT Cell, GMC Anantnag, for uploading the order on official website.
4. Office Record Copy.


9/5 Muqbil Lateef Hussain (JKAS),
Administrative Officer,
Govt. Medical College, Anantnag.