

UNION TERRITORY OF JAMMU & KASHMIR
GOVERNMENT MEDICAL COLLEGE & ASSOCIATED HOSPITAL, KATHUA

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All, Heads of Departments, GMC Kathua.	Medical Superintendent, Associated Hospital, GMC Kathua.
Chief Accounts Officer, GMC Kathua.	Deputy Director (Planning), GMC Kathua.

No: GMCK/E-1/2026-27/ 632-635

Dated: 22.10.2026

Subject: Furnishing of verified and reconciled details of employees who have failed to submit Annual Property Returns (APRs) for the year 2025 through the PRS Portal — regarding.

Reference: Office Memorandum No. HD-Cord/163/2022-02 (CC: 176567) dated 12.09.2026, received from the Health & Medical Education Department, J&K, along with GAD O.M. dated 15.09.2026.

Sir/Madam,

Apropos to the subject cited above and in pursuance of the instructions conveyed by the Health & Medical Education Department, J&K, regarding submission of Annual Property Returns (APRs) for the year 2025 through the PRS Portal, all concerned are hereby directed to **verify and reconcile the APR submission status of all officers and officials under their respective administrative control** and furnish a duly certified statement of defaulting employees, indicating their Name, Designation, CPIS Number and Place of Posting. The information shall be thoroughly verified against the relevant service records, and appropriate administrative/disciplinary action shall be initiated against the defaulters in accordance with the applicable rules and instructions.

The requisite verified and reconciled information shall reach the Establishment/Administrative Section of GMC Kathua **within three (03) days positively**, enabling this office to compile and submit the consolidated Action Taken Report (ATR) to the Administrative Department within the stipulated time frame.

The matter shall be treated as **TIME-BOUND / MOST URGENT / VIGILANCE MATTER**.


Dr. Surinder Kumar Atri
Principal
Government Medical College
Kathua

Copy to:

1. Commissioner/Secretary to the Government, Health & Medical Education Department, Civil Secretariat, Jammu/Srinagar, for kind information.
2. Administrative Officer, GMC Kathua, for information and necessary follow-up.
3. In-charge Website, GMC Kathua, for uploading on the official website.
4. Office copy.