



C I R C U L A R

Subject: Summer Vacations 2026 for faculty members of SKIMS.

The Summer vacation holidays 2026 for Faculty Staff of SKIMS will be due w.e.f. 16.07.2026 to 29.07.2026 (1st half) and w.e.f. 01.08.2026 to 14.08.2026 (2nd half). In this behalf all Heads of Departments are requested to furnish the names of faculty members who are desirous to avail 1st half/2nd half of vacation. It may be kept in view that 50% of faculty staff is available in the department for both the halves. Heads of departments must ensure that one amongst the senior faculty members remains available in the department during each half of vacation, wherever possible. No change will be entertained after receipt of the roster from the concerned Heads of Departments. **The Administration has right to call back any faculty member during vacation, in case of emergencies.**

It is reiterated that the vacation roster of faculty members proceeding on vacation shall not be entertained unless their **residential addresses /contact numbers are recorded therein.**

Further, it should be specifically mentioned in the roster whether any station leaving permission (within country) is required or not. No faculty member on duty will be permitted to avail any leave for attending conference/Seminar/Workshop entailing station permission.

The last date for receipt of vacation roster is 10.07.2026.


(Prof. Mohd Ashraf Ganie)
Director SKIMS &
Ex-Officio Secretary to Govt.

NO.SIMS/Per/S.V.26/2026-4098-4107
Dated 01.07.2026.

Copy to the:-

1. Dean Medical Faculty, SKIMS.
2. Medical Superintendent SKIMS.
3. All Heads of Departments of SKIMS **(with the directions to forward an extra advance copy of roster directly to the office of Administrative Officer, Personnel).**
4. Director Finance SKIMS.
5. Faculty In-charge (Medical Record Department).
6. Superintending Engineer (Coordinator Engineering, SKIMS) to facilitate uploading on SKIMS website.
7. Administrative Officer (Policy /Academics/ Hospital Administration/Personnel).
8. PS to Director SKIMS & EOSG.
9. PA to Additional Director SKIMS & EOSG.
10. Notice Board.
11. Concerned file.