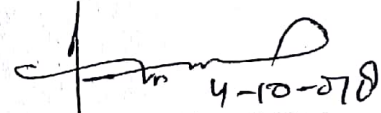




**Government of Jammu & Kashmir
Directorate of Horticulture Planning & Marketing
Rajbagh Srinagar**

CIRCULAR

It has been observed that most of the AMO's do not submit the daily attendance to this office in time which causes delay for its onward submission to the Administrative Department. Though time and again instructions in this regard have been conveyed to the concerned but it seems only lenient view of the matter is taken despite the high intensity of the matter. It is therefore once again reiterated that if the daily attendance is not submitted in time action as warranted under law shall be initiated against the concerned controlling officers.


(Shahnawaz Bukhari) KAS
DIRECTOR
Horticulture Planning & Marketing

No:DHPM/IT Cell/301/Sgr/2018/4402-04

Dated: 04/10/2018

Copy to the:

1. Deputy Director Kashmir/ Jammu/Delhi with the instructions to monitor the attendance at the divisional level and ensure its timely submission to the Directorate of Horticulture (Planning & Marketing).