



Government of Jammu and Kashmir
Department of Culture
Civil Secretariat, Jammu/Srinagar

Subject: Punctuality in Government Offices/
Organizations, implementation of Bio-matric
Attendance System.

CIRCULAR No. 01 -Cul of 2019
Dated 22 -01.2019

In order to bring efficiency and punctuality in the Government Departments/Organizations, the General Administration Department from time to time issued circular instructions for marking Biometric attendance.

It has been noticed that the instructions issued from time to time are not being adhered in toto by the officers /officials of Department of Culture as well as the officers /officials of its subordinate Departments.

Accordingly, it is impressed upon all the officers/officials of the Department of Culture as well as the officers /officials of its subordinate Departments to ensure implementation of Biometric attendance system in letter and spirit.

Muni Lal Sharma
(Muni Lal Sharma)
Under Secretary to the Government
Department of Culture

Dated. 22 -01-2019

No. Cul/Gen/47/2018

Copy to the:-

1. Director General, Libraries & Research, J&K, Jammu.
2. Director, Archives, Archaeology and Museums, J&K, Jammu.
3. Director Finance, Department of Culture.
4. Secretary, Academy of Art, Culture & Languages, J&K, Jammu.
5. State Editor, Gazetteers Unit Srinagar.
6. Secretary Kala Kendra, Jammu
7. Private Secretary to the Commissioner/Secretary to the Government, Department of Culture.
8. All Officers/ Officials of the Department of Culture.