

GOVERNMENT OF JAMMU AND KASHMIR  
DIRECTORATE OF FLORICULTURE, GARDENS & PARKS, DEPARTMENT KASHMIR  
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**Subject: Biometric attendance in the Government Offices- Instructions regarding drawal of salary of employees thereof.**

**CIRCULAR**

It is hereby impressed upon all the DDOs of the Department to strictly ensure the biometric marking of attendance of all their respective staff both at arrival and departure as per the notified duty hours and draw their monthly salary only on the basis of satisfactory biometric attendance report. **A certificate to this effect be submitted to this Directorate on priority.**

Sd/=

(M. A. Qadiri), JKAS

**DIRECTOR GENERAL**

**Floriculture Department**

**Kashmir**

No: **DOFK-AdmoCIR/2/2022/ (130678)** Dated: **01/07/2024**

1. Deputy Director, Kashmir, Floriculture Department
2. Additional Secretary Legal, Floriculture Department,
3. Deputy Director, Planning, Floriculture Department, Kashmir
4. Floriculture Officer (DDOs) \_\_\_\_\_ (all)
5. Accounts Officer, Floriculture Department, Kashmir
6. Librarian, Department of Floriculture

for information and necessary action.

7. I/c website Directorate of Floriculture, Kashmir for information and necessary action.
8. All Officials of this Directorate for information.

*(Mubashir Rafiq)*

Deputy Director (Central),

Floriculture Department

Kashmir

*01/07/24*

*11/7/2024*

*01/07*