




GOVERNMENT OF JAMMU & KASHMIR  
OFFICE OF THE PRINCIPAL MEDICAL COLLEGE SRINAGAR  
10-KARAN NAGAR, SRINAGAR KASHMIR, 190010  
PHONE NO. 0194-2504114, FAX 0194-250311

Subject:- Biometric attendance in the government offices.

CIRCULAR

Vide Govt. Order No. 650-JK(GAD) of 2022 dated 02/06/2022, it has been ordered that all the Govt Offices/ PSUs/Institutions/Corporations across the Union Territory of J&K shall switch over to Biometric Systems of marking attendance and all the employees shall mark their attendance both at the arrival and departure as per the notified office hours of various offices with the further direction that concerned DDO shall draw the salaries of employees on the basis of biometric attendance.

In view of the said instructions, all the HODs/controlling officers of GMC and its Associated Hospitals Srinagar are requested that they and the employees under their administrative control shall mark the attendance through Biometric System. Besides, shall record a certificate on the monthly attendance report to the effect that the attendance has been compiled on the basis of attendance marked on biometric machine.

  
Sabrina Kadir (J&K)  
Chief Accounts officer  
Government Medical College  
Srinagar.

No: Accs/MC/1089-1134

Dated: 23-08-2

Copy to :

1. All the HODs of GMC Srinagar for information.
2. All Medical Superintendent of GMC & its Associated Hospitals Srinagar for information.
3. Pvt. Secretary to Principal/Dean GMC Srinagar for information.
4. ☒ I.C.I.T section for uploading of the same on official website.