



حکومت جموں و کشمیر

**OFFICE OF THE DEPUTY COMMISSIONER GANDERBAL**

(Mini Secretariat Complex Duddhatal)

**CIRCULAR No. 06 DCG OF 2017**

**Dated: 07-07-2017**

It has been observed with concern that Government employees working in the Mini secretariat complex Ganderbal not only at the lower & middle levels but the top level officers are wandering from one section to another in the Mini secretariat complex during office hours without any substantive cause. This attitude on part of the officers/officials is un-acceptable and by any standards amounts to indiscipline.

Through the medium of this circular all the officers/officials posted in District Ganderbal are advised to be punctual and remain present in their respective offices for speedy redressal of the grievances of general public and routine Government work. In case the officers/officials are required to move in connection with some official work proper permission should be obtained from the concerned Incharge of the office/Department. A proper movement register shall be maintained in each department from now onwards. The undersigned shall be randomly calling the attendance and movement register of officers/officials of various departments housed in Mini secretariat Complex, Ganderbal.

Any deviation from these instructions shall be viewed seriously and action will be initiated against the erring officers/officials.

Dr. Piyush Singla (IAS)  
Deputy Commissioner  
Ganderbal

Dated: 07/07/2017

No.DCG/PS/F-85/1300-1304

Copy to:

1. All concerned \_\_\_\_\_ for strict compliance.
2. District Informatics officer, Ganderbal with the directions to upload the circular on official District website.
3. District Informatics officer, Ganderbal with the directions to upload the circular on official Whats App Group.
4. Office records.