



Government of Jammu & Kashmir
Office of the Commissioner
Srinagar Municipal Corporation
Karan Nagar, Srinagar

Subject: Mandatory attendance of officers/officials and employees of SMC at the Independence Day Function

CIRCULAR

Independence Day is a solemn national occasion reflecting the values of freedom, unity, constitutional responsibility and service to the nation. The occasion also provides an opportunity for all public servants to reaffirm their commitment to public service and the citizens.

Accordingly, all officers, officials and employees of the Srinagar Municipal Corporation shall report to the Central Office, Karan Nagar, Srinagar, and attend the official Independence Day function to be organized by the Corporation on **15 August 2026**.

1. All employees shall report at the designated venue by **07:30 AM** sharp.
2. All officers, officials and employees shall remain present during the flag-hoisting ceremony and the entire official programme.
3. All Joint Commissioners, the Superintending Engineer, all Executive Engineers, all Unit/Sub-Unit Officers, all Section Officers/ section heads, and all Ward Officers of SMC shall ensure their own presence, along with that of all personnel under their administrative control, and ensure full attendance.
4. The concerned Controlling Officers shall make appropriate arrangements to ensure that essential municipal services remain uninterrupted.
5. All employees shall maintain punctuality, discipline and due decorum throughout the programme.
6. Absence from the function shall not be allowed without prior approval of the competent authority, except in cases of genuine emergency. Such absence, if any, shall be reported promptly through the concerned Controlling Officer.

7. The Chief Anti-Encroachment officer, SMC and Assistant Secretary (General) SMC, shall ensure that all the SMC Officers/officials attend the function at main venue and shall report absence, if any.
8. All officers and employees are expected to participate in the celebration with a spirit of national pride, institutional discipline and collective responsibility.

Strict compliance with the above instructions is enjoined upon all concerned.

Secretary,
Srinagar Municipal Corporation

No. SMC/PS/Secy/91-165

Dated: 13 /08/2026

Copy to the: -

1. Commissioner, SMC for information.
2. Joint Commissioners (All), SMC for information.
3. FA/Chief Accounts Officer, SMC for information.
4. Superintending Engineer, Drainage Circle SMC for information and n/a.
5. All Executive Engineers, SMC for information and n/a.
6. All Unit/Sub-Unit officers, SMC for information and n/a.
7. Chief Anti Encroachment Officer, SMC for information and n/a.
8. Assistant Secretary (General), SMC for information and n/a.
9. All Section officers/all Section heads /all Ward officers, SMC information and n/a.
10. Office record file.