



KARACHI METROPOLITAN CORPORATION
HUMAN RESOURCE MANAGEMENT DEPARTMENT
KMC Old Building M.A Jinnah Road, Karachi. OFF # 021-99216725, 99216726.

No: Sr. Dir(HRM)/Dir(Rectt)/KMC/2022/ 8/2

Dated: 08/03/2022

SUB:- SUBMISSION OF DETAILS FOR THE EMPLOYEES APPOINTED ON DECEASED / DISABLED / CONTRACT / REGULARIZED / REGULAR FOR THE LAST FIVE YEARS W.E.F.01-01-2017 TO 31-12-2021.

Ref:- Letter No. Secy/Admtr/KMC/166/2021 dated: 03-11-2021.
Letter No. Sr.Dir(HRM)/KMC/2021/3199 dated: 03-11-2021.

This is in continuation of previous letters mentioned under reference. The detail of the subject matter is needed from the all Head of Department, KMC on the attached prescribed Proforma for onward transmission to the Higher Authority, KMC for kind perusal, immediately.

Therefore, all heads of Departments, KMC are requested to furnish the requisite information to this office as early as possible.

Senior Director
Human Resource Management
KMC

All Head of Departments, KMC.

Copy for information to the :-

1. Administrator, KMC.
2. Metropolitan Commissioner, KMC.
3. Director, Recruitment, HRM, KMC.
4. Master file.

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SIGNATURE OF CONCERNED HEAD OF DEPARTMENT