



REGULATION & COORDINATION
HUMAN RESOURCES MANAGEMENT
KARACHI METROPOLITAN CORPORATION
KMC Building M.A Jinnah Road Karachi Off # 99215136

No. Sr. Dir(HRM)/Dir(R&C)/KMC/2022/ 1166

Dated: 08/07/2022

**REMINDER-III
TOP PRIORITY**

**SUBJECT:- SUBMISSION AN ACKNOWLEDGEMENT REPORT
REGARDING ACR'S/ PER'S AS THE YEAR 2021.**

REFERENCES:- Sr. Dir(HRM)/Dir(Rectt:)/KMC/2021/203, Dated: 18-01-2021.
Sr. Dir(HRM)/Dir(Rectt:)/KMC/2021/499, Dated: 10-02-2021.
Sr. Dir(HRM)/Dir(Rectt:)/KMC/2021/3370, Dated: 22-11-2021.
REMINDER-I:- NO. Dir(HRM)/Dir(R&C)/KMC/2022/46, Dated: 06-01-2022.
REMINDER-II:- NO. Dir(HRM)/Dir(R&C)/KMC/2022/210, Dated: 26-01-2022.

The submission of ACRs/PERs for the officers/officials working under your kind control still awaited despite above referred letters & reminders.

The preparation of ACRs/PERs is a mandatory requirement, for assessment of performance, as well as fitness or unfitness of the individual for promotion.

You are finally advised to prepare ACRs/PERs ^{for 2021} of all the officers/officials working under your kind control without fail, otherwise no promotion case will be processed in future.

Senior Director
Human Resources Management
KMC

All Head of the Departments, KMC
All Sectional Heads of the Department, KMC

Copy for information to:-

1. Worthy Administrator, KMC.
2. Metropolitan Commissioner, KMC.
3. Financial Advisor, F&A, KMC.
4. Director, (Estt:), HRM, KMC.
5. Director, Media Management, KMC.
6. Master File.

	A	B	C	D	E	F	G	H	I	J	K
1	DETAIL OF STAFF APPOINTED ON DECEASED / DISABLED / CONTRACT / REGULARIZED / REGULAR BASIS										
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SIGNATURE OF CONCERNED HEAD OF DEPARTMENT