

Nirman Bhawan, New Delhi
Dated: 30th November, 2022

CIRCULAR

Subject: -Preventive measures to be taken to contain the spread of Novel Corona virus (COVID-19) -resumption of Biometric attendance-reg.

It has been decided by the Competent Authority to resume biometric attendance for all levels of employees, with immediate effect.

2. Accordingly, all officers/officials are requested to mark their attendance in biometric machine with immediate effect.

Udai
30/11/2022

(Pankaj Kumar Jha)
Deputy Director (Admin)
Tele No. 23061472

To,

1. All Divisions/Sections of O/o DC (MSME);
2. All HoOs, MSME-DFOs/TCs;
3. AD (SENET), O/o DC MSME is requested to ensure that all the Biometric Machines are working properly.

Copy to:

1. PPS to Secretary (MSME);
2. PPS to DC (MSME);
3. PA to ADCs/DDG, O/o MSME;
4. PA to Dy. Secretary (HR), M/o MSME;
5. Office order folder;