

NirmanBhawan, New Delhi

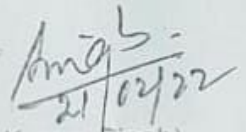
Dated: 21 February, 2022

OFFICE MEMORANDUM

Subject: Preventive measure to contain the spread of Noval Corona virus
(COVID-19)- Biometric Attendance – regarding.

The undersigned is directed to refer to DOP&T's OM Nos. 11013/9/2014-Estt.A-III dated 06.02.2022 and Ministry of Housing and Urban Affairs OM No. O-15016./2/2020-Admn.I-UD dated 18th February, 2022 of on the above mentioned subject and to say that it is mandatory for all Levels of employees to mark their attendance in biometric machine with immediate effect by following the Covid-19 appropriate behavior

2. Those officers/officials who have not registered on Biometric Attendance System are directed to register themselves on the same in Admn Section [Room No 635-A] of the Land & Development Office.
3. Those officers/officials who have not yet transfer their Biometric Attendance System from other organization to L&DO are directed to transfer their BAS in Admn Section, L&DO [Room No 635-A]
4. This issues with the approval of Land & Development Officer.


(Pappu Kumar Singh)
Dy. Land & Development Office

To

1. Personal Staff of L&DO.
2. All Dy. L&DOs.
3. All Officers and Section.
4. NIC, L&DO- for uploading on website.