

No.6/39/98/PER/GA/3081
Administration of Daman & Diu,
Department of Personnel &
Administrative Reforms,
Secretariat, Daman – 396 220

Dated : 29/11/2012

- READ :
1. Notification No.6/39/98-PER/184 dated 15-05-1998
 2. Addendum No.6/39/98-PER/193 dated 19-05-1998
 3. Circular No.6/39/98-PER/342 dated 29-04-2011
 4. Circular No.6/39/98-PER/2628 dated 23-10-2012

C I R C U L A R

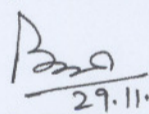
Sub : Installation of Bio-Metric System in the Offices

Time and again, it has been emphasized to maintain punctuality in the office of the UT Administration. However, it has been observed that inspite of verbal / written instruction officials / officers are not attending office in time. Even after they come to the office, they do not stay for the duration required.

In order to have discipline and punctuality in the offices, it has been decided to install bio-metric attendance system with immediate effect.

All respective Heads of Offices are hereby directed to ensure the same under intimation to Personnel Department immediately. Assistance of NIC may be taken, if required for this purpose.

This issues with the approval of Hon'ble Administrator vide diary No.9403 dated 26-11-2012.


29.11.2012.
(B.S. Thakur)
Deputy Secretary (Pers.)

To,
All Heads of Offices,
Daman

Copy to :

1. The Collector, Diu with a request to circulate to all Heads of Offices in Diu District.
2. The Deputy Secretary (Pers.), Secretariat, DNH with a request to circulate to all Heads of Offices in DNH District.
3. The DIO, NIC, Daman for uploading in Government Website.