

**ALL INDIA INSTITUTE OF MEDICAL SCIENCES**  
Ansari Nagar, New Delhi-29  
(ESTABLISHMENT SECTION-I & II (DO))

No.F.20-06(MISC)/2020-Estt.I

Dated: 07.03.2020

**OFFICE MEMORANDUM**

**Subject: Exemption to employees to mark biometric attendance in Biometric Attendance System - reg.**

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In accordance with the O.M. No. F.No.C-13014/1/2020-Vig. Dated 06.03.2020 of Govt. of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, it is a must to take all possible preventive measures to stop spread of coronavirus (COVID-19).

2. It is learnt that one of the most common method of transmission of novel coronavirus (COVID-19) seems to be through infected surfaces. It is, therefore, desirable to avoid touching surfaces which might be infected due to human touch.

3. In view of above, It has been decided to exempt marking of attendance through Biometric Attendance System till **31st March, 2020**. However, all the employees are required to mark their attendance in attendance register during this period.

All Chief of Centre/Head of Departments/Dean/Medical Superintendent/Section Officers are requested to kindly bring the above information to the notice of all faculty members/Officers/employees, under their control for compliance.

This issues with the approval of the Competent Authority

Hindi version follow



(DEO NATH SAH)

CHIEF ADMINISTRATIVE OFFICER

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2. All Head of Departments.
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13/03/2020

Dr. Sanjeev K. S. 13/03