



F. No.2-10/2021-ITC (BAS-Corr.)

भारत सरकार/Government of India

कृषि एवं किसान कल्याण मंत्रालय/Ministry of Agriculture & Farmers Welfare

कृषि एवं किसान कल्याण विभाग/Department of Agriculture & Farmers Welfare

वनस्पति संरक्षण, संगरोध एवं संग्रह निदेशालय/Directorate of Plant Protection, Quarantine & Storage

एन.एच.4, फरीदाबाद (हरियाणा) / N.H.-IV, Faridabad (Haryana) - 121001

Date: 06.12.2021

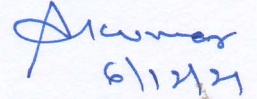
Office Memorandum

Subject: Resumption of Biometric Attendance System (BAS) in Directorate of PPQ&S –regarding.

As you are aware that Bio-metric Attendance System has resumed by this Directorate and for this purpose Wall-mount and desktop BAS devices are installed. Therefore, all Officers & Officials including the Contractual Staff (both skilled & unskilled) are hereby instructed to mark their attendance through available BAS devices.

2. It is further to inform that vide Circular dated 01.12.2021 of even number all the employees who have joined in March, 2020 and onwards at Hqrs, CIL & CIB&RC are required to get registered themselves on BAS through IT Cell, Hqrs. However, all transferred/newly appointed employees of various Regional sub-offices will get registered on BAS through their respective in-Charges.

3. The Wall-mount & desktop devices are in operation in the entrances of Hqrs, CIB&RC and CIL buildings.



(Ajay Kumar)

Chief Administrative Officer

Distributions:-

1. PPS to PPA
2. Secretary CIB&RC
3. APPA (CIL)
4. All Divisions/Sections/Units
5. In-charges, Sub-offices
6. Notice Board (s)
7. IT Cell for uploading on official website