



Ref. No: AD 6A 36

Dated: 28.05.2024

### OFFICE ORDER

With reference to ION No.DR1A29, dated 21.12.2023 and subsequent Office Order No.AD6C18, dated 04.01.2024 the Biometric attendance of all employees (Permanent / Contractual / Outsourced / Security) are mandatory w.e.f. 01.06.2024, failing which strict action will be initiated against him/her. Further, the salary / wages shall not be released without biometric attendance.

Hence, all the HODs/OICs of SVNIRTAR and Director (Consultant) / OIC of CRCSREs are requested to ensure strict implementation of above instruction.

ADMINISTRATION  
INWARD  
Sl.No. 885  
Date: 28-05-2024  
Signature:

(Dr. P.P. Mohanty)  
Director

Distribution: All wings/ divisions and CRCSREs.

Shri Rajesh C. Assistant-  
Check function of current biometric  
attendance if this one not in good  
condition procure for new biometric  
insom that it will in function  
from 1st June 24.

30/05/2024