

**OFFICE OF THE CHIEF ENGINEER (I&FC), ZONE-I,
IRRIGATION & FLOOD CONTROL DEPARTMENT
GOVT. OF NCT OF DELHI
4TH FLOOR, ISBT, KASHMERE GATE, DELHI**

No.F.4(06)/2014/Estt./B.M. attendance/CE(I&FC)/ 14949-75


Dated:
26/08/2014

OFFICE ORDER

In pursuance of Administrative Reforms Department's letter No. F.16/2/14/AR/4719-4878/C dated 03.04.2014, all Head of Offices and Branch-in-charges of I&FC Department are hereby requested to ensure punctuality in their offices/field offices as well as proper functioning of Bio-metric attendance system to keep track on timely attendance of all officers/official. It is requested to debit leave due and admissible from the leave account of the Government Servant for his/her late attendance and/or absence from duty, without any authority.

Further, an officer/official who is absent from duty without any authority shall not be entitled to any pay and allowances during the period of such absence.

This issues with the prior approval of Chief Engineer, Zone-I


(KAUSHAL KISHORE)
ADMINISTRATIVE OFFICER (I&FC)


No.F.4(06)/2014/Estt./B.M. attendance/CE(I&FC)/ 14949-75
Copy forwarded for information and necessary action to:-

Dated:
26/08/2014

1. PS to Secretary (I&FC), Govt of NCT of Delhi.
2. PA to Dy. Development Commissioner, Govt of NCT of Delhi.
3. P.A to CE, Zone-I/II, I&FC Deptt, Govt. of NCT of Delhi.
4. All SEs/EEs, I&FC Department, GNCT of Delhi.
5. All DDOs of I&FC Department, GNCT of Delhi.
- ✓ 6. Nodal officer (IT)/SE(FC-III), I&FC Deptt with the request to upload this order on website of this Department.


(KAUSHAL KISHORE)
ADMINISTRATIVE OFFICER (I&FC)




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Rana (IT)
27/8/17