



संख्या:1(2)/2020-21/Corona

राष्ट्रीय शर्करा संस्थान

NATIONAL SUGAR INSTITUTE

आई०एस०९००१-२०१५ प्रमाणित संस्थान

An ISO 9001:2015 Certified Institute

उपभोक्ता मामले, खाद्य एवं सार्वजनिक वितरण मंत्रालय,

Ministry of Consumer Affairs, Food & Public Distribution

(खाद्य एवं सार्वजनिक वितरण विभाग)

Department of Food & Public Distribution

(भारत सरकार)

Government of India

कल्यानपुर, कानपुर

Kalyanpur, Kanpur

दिनांक / Dated-08.03.2022

OFFICE MEMORANDUM

Subject: Instructions for officers/ staff of the Department in respect of marking of attendance through Aadhar Enabled Biometric Attendance System (AEBAS) -regarding.

With reference to Ministry of Consumer Affairs, Food & Public Distribution, Department of Food & Public Distribution O.M. No.A-43011/03/2019-E.I dated 04 Mar 2022, it has been decided that all the Officers/employees of Institute shall mark their attendance through Aadhar Enabled Biometric Attendance System (AEBAS) with immediate effect.

2. This issues with the approval of Director.

B.K.S.
8/3/2022

(Brijesh Kumar Sahu)
Senior Administrative Officer

Distribution

1. All Divisional Heads
2. PS to Director
3. Shri Mahender Singh, Under Secretary, Department of Food and Public Distribution
4. Nodal Officers (I.T.) for uploading the Institute's web
5. TO IE) – With the request that all the biometric machines may be in order.
6. Caretaker- With request that the sanitizers are mandatorily placed beside biometric machines.