

HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED

(A STATE GOVERNMENT UNDERTAKING)



Registered Office : Vidyut Bhawan, HPSEB Ltd. Shimla-171004 (H.P.)
GSTIN : 02AACCH4894EHZB
Corporate Identity No. : U40109HP2009SGC031255
Telephone Number : (HO) 0177-2803600, 2801675 (Office), 2658984 (Fax)
E-Mail Address : cmd@hpseb.in, directorfa@hpseb.in
Website : www.hpseb.com

SALARY ADMINISTRATION SECTION

Subject:- Advisory regarding biometric attendance in view of COVID-19.

In view of decision taken by the Additional Chief Secretary (Health) vide office Memorandum No. NHMHP-IDSP/1/2020-IDSP-Section-NHM-2278 dated 06.03.2020 and advisory issued by Govt. of India in view of danger of transmission of COVID-19 virus through infected surfaces, the employees of HPSEBL are hereby exempted to mark Bio Metric Attendances till 31st March, 2020. However, all the employees are required to mark their attendance in manual attendance register during this period.

All the concerned to adhere to these instructions in letter & spirit.

[Signature] 7/3/20
(Executive Director (Pers.)
HPSEBL, Vidyut Bhawan,
Shimla-171004.

NO. HPSEB (Sectt)/6-1-SA/Bio Metric System-2020 - 84551-85 Dated: 7-3-20

- * 1. All the Chief Engineers in HPSEB Ltd., Vidyut Bhawan complex Shimla-4
- * 2. The Chief Accounts Officer, HPSEB Ltd., F&A Wing, Shimla-4.
- * 3. All Deputy/ Under Secretaries Board's Secretariat HPSEB Ltd., Shimla-4.
- * 4. The Sr. Executive Engineer, Mtc. Division, HPSEB Ltd. Shimla-4.
- * 5. The Dy. Director (Pers./IR)/PR/Personal Officer, HPSEB Ltd., Shimla-4.
- * 6. The Sr. P.S/ PS to the Directors/ Executive Director (Pers.), HPSEB Ltd., Shimla-4.
- * 7. All the Section Officers, HPSEB Ltd., Board's Secretariat, Shimla-4.
- * 8. The Medical Officer, HPSEB Ltd., Dispensary, Shimla-4.
- * 9. The Librarian, HPSEB Ltd., Shimla-4
- * 10. Notice Board, ~~on the~~

[Signature]
S.E. (Pers.)
[Signature]
7/3

[Signature] 7/3/20
Executive Director (Pers.)
HPSEBL Vidyut Bhawan,
Shimla-171004. *[Signature]*