

CIRCULAR

No. PDP/P&A/Pers/2020

17.03.2020

Sub: Attendance through face recognition machines

All of us might be aware of the fact that the outbreak of Coronavirus is a matter of concern. The most common method of transmission of this virus seems to be through infected surfaces, therefore, it is desirable to avoid touching surfaces, which might be infected due to human touch. In view of the above, employees are advised to record their attendance through the face recognition machines. Face recognition machines have been installed in New Admin. Building as well as Plant Time Office

Employees those who are yet to enroll, are requested to enroll themselves in I.T. Department to avail the facility of punching through face recognition.

Cooperation from all employees is solicited.

This is issued with the approval of the Competent Authority.

Amell
17/03/2020
Abhay Kumar Mall
Dy. General Manager (P&A)

Distribution:

GM (F&A)/JGMs/DGMs/Sec Heads
AM (Coord.) to Sr.GM
President/Secretary, IEU/IOA