



No. A.15018/1/2018-Ad.I (PF)  
भारत सरकार / Government of India  
गृह मंत्रालय / Ministry of Home Affairs  
समन्वय निदेशालय पुलिस बेतार  
Directorate of Coordination Police Wireless



Block No.9, CGO Complex  
Lodhi Road, New Delhi-3.  
Date: 20<sup>th</sup> March, 2022

**Office Memorandum**

**Subject: Observance of punctuality through AADHAR Enabled Bio-metric Attendance System (AEBAS) - regarding.**

Refer to this Directorate's OM of even number dated 03.02.2022 and in pursuance to MHA's Office Memorandum No. A-42012/41/2018-Ad.II dated 11.03.2022 on the subject mentioned above, it has been observed that officials of MHA enrolled on AEBAS are not marking their attendance inspite of resumption of AEBAS from 16.02.2022.

2. In view of above, all the officials who are not marking their attendance shall mark their attendance on AEBAS with immediate effect and adhere to the guidelines for maintaining the normal stay time per day in office and punctuality.
3. All the employees shall wear masks, at all times, and to continue to follow COVID-appropriate behavior strictly.
4. This issues with the approval of Competent Authority.

(Piyush Goyal)

Joint Assistant Director (Admn)

To

1. PPS to Director
2. Joint Director(Trg.) / Joint Director(C) / Joint Director(A) / Joint Director(Cy)
3. JD(Trg) / DD(Polnet-Hub): to ensure compliance at CPRTI / Polnet-Hub.
4. AD/JAD/SS ISPW Stations: for compliance.
5. All Officers / officials DCPW HQ. / ISPW Stations
6. AD (IT): for uploading on DCPW website.
7. File