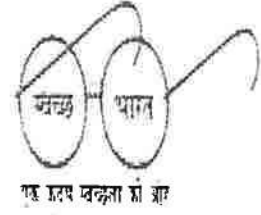


संख्या/No.A.13019/1/Gen/2013-Ad.1
भारत सरकार/Government of India
गृह मंत्रालय/Ministry of Home Affairs
समन्वय निदेशालय/Directorate of Coordination
पुलिस बेतार/Police Wireless



खण्ड मं, 9 .के.स.का .परिसर/Block No.9, C.G.O. Complex,
लोधी रोड, नई दिल्ली/Lodhi Road, New Delhi-3
दिनांक /Dated 04th Nov 2020

CIRCULAR

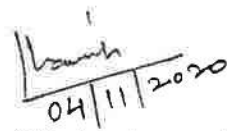
Subject: Regularization of period of absence from duty due to COVID-19 -reg

This Section has been receiving files/letter/communications from various sections at HQ and ISPW Stations regarding regularization of absence/comments in certain circumstance viz. Covid testing, quarantine, Primary/High Risk contacts, quarantine on arrival in states/UTs and sealing of house/apartment/Road/Home quarantine of the official residing etc. without complete details.

2. In this regard all the Section In charges, ISPW Station In charges may consolidate all such cases clearly mentioning all such period of absence and reasons thereof and forward the same to Admin division for further processing in the following format:

Sr. No.	Name of the official, Designation	Posting place	Period of absence	Reason for absence	Supporting Documents
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3. This issues with the approval of Competent Authority.


04/11/2020
(Manish Agrawal)
Joint Assistant Director (A)

Copy to:-

- 1) PPS to Director/PS to Addl. Director (H)/PS to Addl. Director (OPs)
- 2) All Officers at Hqrs.
- 3) All Sections at Hqrs
- 4) All ISPW Stations
- 5) CPRTI, Vande Matram Marg, New Delhi
- 6) Polnet Hub, Samanvay Sadan, Siri Fort, New Delhi
- 7) File